

THE VILLAGE OF PORT CLEMENTS

Regular Meeting of Council, Monday, April 19th, 2010, 7:30pm

AGENDA

OATH OF OFFICE - Councillor Stephen Foster

- 1. ADOPT AGENDA.**
- 2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.**
- 3. MINUTES.**
 - M-1-Minutes meeting of Council April 6th, 2010.
 - M-2-Minutes Tourism meeting March 11th, 2010.
 - M-3-Minutes Emergency meeting February 18th, 2010.
 - M-4-Minutes Emergency meeting Dec 17th, 2009.
- 4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS.**
 - BA-1-Village of Port Clements logo.
 - BA-2-BC Ferries rates.
 - BA-3-Town Cleanup Notice.
- 5. ORIGINAL CORRESPONDENCE.**
- 6. GOVERNMENT.**
 - G-1-2010 By-Election Official Election results.
 - G-2-Bylaw #379, of the Village of Port Clements to Amend the Official Community Plan #140, 1984.
 - G-3-Committee Rep list for 2010-2011.
 - G-4-Bylaw #380, Financial Plan 2010-2014.
 - G-5-2010 Tax rate multiple review.
 - G-6-Bylaw #381, Bylaw for the levying of rates for Municipal, Hospital and Regional District for purpose for the year 2010.
- 7. FINANCE.**
 - F-1-Cheque list April 16th, 2010.
 - F-2-Public Works Superintendent attending PWABC course in Qualicum Beach, April 21st-23rd, 2010.
- 8. NEW BUSINESS.**
- 9. REPORTS & DISCUSSIONS.**
 - R-1-Report to Council-Tourism Committee Signage contest winner.
- 10. QUESTIONS FROM THE PRESS.**

ADJOURNMENT.

Minutes of the regular meeting of the Port Clements Council held Tuesday, April 6th, 2010 in the Council Chambers.

Present

Mayor Delves

Councillor Cheer

Councillor Traplin

Councillor Stewart

Clerk/Treasurer Heather Nelson-Smith

Public Works Superintendent Pete Nelson-Smith

Press/Public

Mayor Delves called to order at 7:30pm

1. ADOPT AGENDA.

It was moved by Councillor Stewart, seconded by Councillor Traplin to adopt the agenda as circulated.

CARRIED

2. PETITIONS, DELEGATIONS & OPENING OF SEALED TENDERS.

D-1- David Unsworth-Scrap metal removal

Dave Unsworth addressed Council on the need for scrap metal removal from the islands and has proposed that at some time the Village should make available the large dock for a barge to remove all unwanted scrap metal.

P-1- RFP Park Street Trailer

None Received

It was moved by Councilor Cheer, seconded by Councilor Stewart to re-advertise the purchase and removal of the Park Street trailer in two months.

CARRIED

3. MINUTES.

M-1-Minutes Regular meeting, March 15th, 2010.

It was moved by Councillor Cheer, seconded by Councillor Traplin to accept the minutes of March 15th 2010.

CARRIED

M-2-Minutes Tourism meeting, February 11th, 2010.

It was moved by Councillor Cheer, seconded by Councillor Stewart to accept the minutes of the Tourism Committee meeting March 15th, 2010.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED.
BUSINESS.

BA-1-NDI-Letter of support re: Environmental Assessment Permitting reform letter.

It was moved by Councilor Cheer, seconded by Councilor Stewart to receive and file for information.

CARRIED

BA-2-Community Hall Agreement

It was moved by Councilor Cheer, seconded by Councilor Stewart to approve the Community Hall Agreement as drafted.

CARRIED

5. ORIGINAL CORRESPONDENCE.

C-1- Edge of the World Music Festival on Haida Gwaii-Gwaii Trust letter of support. It was moved by Councilor Cheer, seconded by Councilor Stewart to write a letter of support of the Edge of the World Music Festivals application to the Gwaii Trust in the amount of \$13,000 (thirteen thousand dollars) for sound equipment and crew for the 2010 festival.

CARRIED

C-2-Larry Brealey-re: Letter regarding SQCRD invoicing for services that are not required or needed.

It was moved by Councilor Cheer, seconded by Councilor Traplin to forward Larry Brealey's letter regarding invoicing for services that are not required or needed to the Skeena Queen Charlotte Regional District.

CARRIED

C-3- Nathan Cullen MP, letter regarding Canada Post to the Islands.

It was moved by Councilor Traplin, seconded by Councilor Stewart that Council reply to MP Cullen requesting that all Canada Post mail be shipped via Pacific Coastal Airlines.

CARRIED

C-4-UBCM, Local Government Awareness Week

It was moved by Councilor Cheer, seconded by Councilor Stewart to receive and file for information.

CARRIED

6. GOVERNMENT

G-1-Heather Nelson-Smith-Northwest Community College Public Administration certificate, graduated with Honours October 2009.

It was moved by Councilor Cheer, seconded by Councilor Stewart to receive and file for information.

CARRIED

G-2-NCLGA Conference- Early bird registration deadline April 8th, 2010

It was moved by Councilor Cheer, seconded by Councilor Stewart to register two Council members for the 2010 NCLGA Conference in Smithers.

CARRIED

G-3-Community Park Concession Stands tendering options

It was moved by Councilor Cheer, seconded by Councilor Stewart to prepared a notice or tender for the construction of the three open concession stands at the park with stipulation to use where possible local labour.

CARRIED

G-4-Town Clean Up Plans

Staff will report back at the next Council meeting.

7. FINANCE.

F-1-Cheque list April 1st 2010.

It was moved by Councilor Cheer, seconded by Councilor Stewart to accept the cheque listing of April 1st 2010.

CARRIED

F-2-Port Clements Historical Society 2009-2010 Budget.

Councilor Cheer declared conflict of interest and stepped out of the meeting at 8:55pm.

It was moved by Councilor Stewart, seconded by Councilor Traplin to approve the grant in aid in the amount of \$2800.00 (two thousand eight hundred dollars) to the Port Clements Historical Society for the 2010 year.

CARRIED

Councilor Cheer re-joined the meeting at 9:00pm.

F-3-Bloomin' in Port Clements

It was moved by Councilor Cheer, seconded by Councilor Stewart to accept the recommendation to continue with the Bloomin' in Port Clements for the 2010 year, with \$100.00 contribution towards plants and the voting taking place on the Canada Day weekend.

CARRIED

8. NEW BUSINESS.

9. REPORTS & DISCUSSIONS.

R-1-Produce Availability in Remote Communities Initiative Meeting January 26th, 2010.
Staff reported on the Produce initiative.

R-2-Boil Water Notice update.

Staff reported on the Boil Water Advisor

R-3-Bayview Drive Sewer Extension.

Staff reported on the consultation for the Bayview Drive sewer extension.

Councilor Stewart- Will be away May 8th and 9th.

Councilor Traplin- Will be away all of May.

Councilor Cheer- There will be a clean up of the Shoreline Park in early May.

-Will be attending a special Tourism meeting to go over Port Clements Sign submissions.

Mayor Delves- Met with Kevin Brown via teleconference regarding the Enbridge project presentation.

-Attended NWRH meeting. NWRH is looking for a new administrator and they are going ahead with four hospitals in the province.

Attended RD meeting. Approved deficit budget.

Clerk/Treasurer -Audit this week, GHG presentation and financial plan presentation dates.

10. QUESTIONS FROM THE PRESS.

ADJOURNMENT.

It was moved by Councilor Stewart, seconded by Councilor Cheer to adjourn the meeting at 9:40pm and go in camera under *Community Charter* section 90-1-c.

CARRIED

Cory Delves
Mayor

Heather Nelson-Smith
Clerk/Treasurer

**Minutes of the regular meeting of the Port Clements Tourism Committee
held Thursday, March 11th 2010 in the Council Chambers**

Present

Chair Urs Thomas

Councillor Wally Cheer

Chris Marrs

Germain Vigneault

Ian Gould

Deputy Clerk/Treasurer Jasmine Erin Ryland

Chair Urs Thomas called the meeting to order at 7:42pm.

1. ADOPT AGENDA

Move NB-3- New Ad in Northwords April/May Issue to BA-1

It was moved by Councillor Cheer, seconded by Chris Marrs to adopt the agenda as amended.

CARRIED

2. DELEGATES

3. MINUTES

M-1- Minutes February 11th 2010

It was moved by Councillor Cheer, seconded by Chris Marrs to accept the minutes as amended.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS

BA-1- New Ad in Northwords April/May Issue

Some changes were made to the Ad for the Northwords April/May issue including updating the website address, removing the Canada Day celebration invitation, and adding "Come experience our natural attractions."

BA-2- Council Update-Councillor Cheer

Councillor Cheer informed the Tourism Committee that Council has set aside \$1500.00 (fifteen hundred dollars) for the Tourism 2010 Budget, but the budget has not yet been adopted.

Construction of the concession stands are to begin in a couple months.

The Village of Port Clements has invited the Tourism Committee to participate in the next newsletter. The Village clean up has been set for the end of April.

There was discussion about the clean up of the Sunset Park campgrounds and on March 24th at 7:30pm, available committee members will go to the campground to assess the needed repairs/clean up.

BA-3- Short-Listing Community Sign Judges

Germain Vigneault declared conflict of interest and stepped out of the meeting at 8:42pm.

The committee created a list of people in Port Clements that would be good candidates to judge the sign. The finalized list will be made early next month.

Germain Vigneault re-joined the meeting at 9:02pm.

BA-4- Large Wharf Questionnaire

The committee discussed whether using a prepared questionnaire would be best for going door to door asking the community what they would like to see at the end of the large wharf. A decision will be made at the April 8th Tourism meeting.

BA-5- Port Clements Website

It was discussed that more photos, links, and a different header than the rest of the website should be added to the Tourism page on the Port Clements website.

BA-6- Signage

Waiting for feedback from Council.

BA-7- Update Tourism Advisory Board (MIEDS) Meeting March 8th 2010

Chair Urs Thomas updated the committee on the Tourism Advisory Board Meeting that he attended on March 8th.

BA-8- Sunset Trail Extension Phase One

There was discussion about starting phase one on the Sunset Trail with the help of volunteers and to perhaps see if there will be any funds available from the Parks 2010 budget for the works.

5. ORIGINAL CORRESPONDENCE

6. NEW BUSINESS

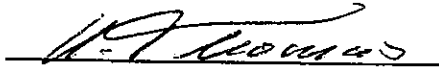
NB-1- Rehabilitation of the Sunset Trail

Wally Cheer suggested that seedlings be planted where the evergreens were cut last fall.

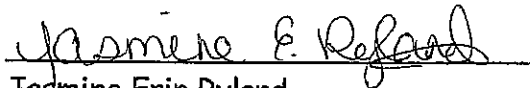
NB-2- Acknowledgement and Signage of Large Wharf (Rainbow Wharf)

Was not discussed as the meeting ran late.

Meeting was adjourned at 10:07pm



Urs Thomas
Chair



Jasmine Erin Ryland
Deputy Clerk/Treasurer



The Village of
PORT CLEMENTS

P.O. Box 198
Port Clements, B.C.
V0T 1R0
Phone: (250) 557-4295
Fax: (250) 557-4568
E-mail: portclem@qctislands.net

REPORT TO COUNCIL

Author: Debbie Delves
Date: April 19th, 2010
Subject: Village of Port Clements Logo

After contacting Speedee Printers in Terrace, they have given the Village Office a quote of \$320.00 to recreate the existing Village logo. They would sharpen up the edges, remove some or all of the dark lines outlining the logo and have the Village of Port Clements circle the outside of the logo

I request direction from Council as to how you would like to proceed. Do we obtain a quote for a brand new logo all together, or go with the existing one. Having a new logo created, the charge would be based hourly with the designer creating a new design.

Respectfully submitted,

Debbie Delves



SpeedDee

SINCE 1958

4554 Lazelle Avenue
Terrace, BC
V8G 1S2
Phone 250-635-7181
Toll Free 1-800-667-4556
Fax 250-638-1467

FAX MESSAGE

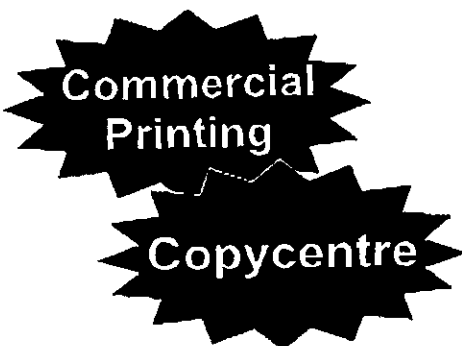
from

KIM BROWN

FAX 250-638-1467

email: kimb@speedee.ca

- * Office Supplies
- * Office Furniture
- * Computer Peripherals
- * Business Machines
- * Printing & Copying
- * Art Supplies



DATE: March 16, 2010
 TO: Village of Port Clements
 ATTENTION: Debbie Delves
 FAX NO.: 1-250-557-4568

This covering memo is
 Page 1 of 1

MESSAGE: Hi Debbie

Regarding your inquiry into the cost of an updated logo.

We charge by the time it takes to create the logo, so I would require more information.

What do you mean by "updated"?

Is it as simple as replacing the elements (different waves, no fish, put in a rainbow)? Which would essentially be the same logo with updated elements. Is this what you are looking for. I'm guessing when you say updated that you feel that this logo looks dated and want a newer more modern look, which is a new logo with some of the ideas maintained.

Do you want to maintain the look of your existing logo and just change the elements? OR Are you really looking for a new "feel"? Is there a look you are going after, like the BC gov logo (www.gov.bc.ca) or something you have in mind already?

A suggestion if you are looking for a new logo is to simplify. Simple is always better, when it comes to logos.

Unfortunately we need to know what you want us to create so that we can estimate the time required in order for us to quote.

Kim

Northern BC's Office Experts

www.speedee.ca

NOTICE
Town Clean up!!!!

Vehicle Clean up!

If you have vehicles that have made a home in your yard and want to be rid of them we will come and get them for **FREE!!!!**

Saturday April 24, 2010

Starting at 8:00am

For vehicle pick up please call the Village office to notify of your desire to have your vehicle removed and the Village will provide you with the authorization paper needed.

Please ensure that all vehicles do not have any garbage in them, although scrap metal waste is ok, otherwise they will not be removed.

Garbage and waste

We have a group of volunteers that will go Drive way to driveway to collect your garbage.

Saturday May 1, 2010

Have all waste at your curb by 8:00am

More information to follow

250-557-4295

Issued by the Village of Port Clements

BA-3

THE VILLAGE OF PORT CLEMENTS

Port Clements Emergency Committee February 18th, 2010
Port Clements Council Chambers

Present:

Pete Nelson-Smith
Terry Mitchell
Grant McDonald
Late arrival Jamie Delves 7:50pm

Cara Johnson
Chris Marrs

Debbie Delves-Administrative Assistant

The meeting was called to order at 7:35pm.

1. ADOPT AGENDA

It was moved by Pete Nelson-Smith, seconded by Cara Johnson to adopt the agenda as circulated.

CARRIED.

2. MINUTES

M-1-It was moved by Pete Nelson-Smith, seconded by Roy Woolverton to accept the Minutes of Dec 17th, 2009 as amended.

CARRIED.

3. BUSINESS ARISING

BA-1-Animal Emergency Preparedness – Reviewed from and will add date of submission as well as date prepared to send out to households with the Village utility billings for February. Will send out Emergency Preparedness and contact list. Will have printable forms in PDF form for view on the website.

It was moved by Pete Nelson-Smith, seconded by Chris Marrs to revise forms as noted and include in utility billing for February 2010.

CARRIED.

BA-2-Encourage committee members to take on-line for emergency training.

Receive and file for further information.

CARRIED.

BA-3-Emergency kits will be stored in the Fire hall storage room, Jamie Delves will bring home excess blankets from Vet clinic.

CARRIED.

5. ORIGINAL CORRESPONDENCE.

C-1-Northwest Emergency Program Training. EM 180 March 25th, 2010 in Terrace.

Receive and file for more information.

6. NEW BUSINESS.

NB-1-Jamie Delves has been registered for the Noah's Wish Animal Emergency course June 5 & 6th, 2010 in Quesnel, BC.

7. REPORTS AND DISCUSSIONS.

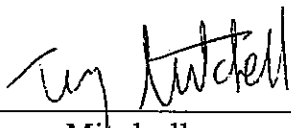
Terry Mitchell-H1N1 update, people must be diligent as the next wave of flu will most likely hit this spring.

Pete Nelson-Smith-Confined space course March 22nd, 2010 through the Port Clements Volunteer Fire Department, Public Works from QC, Masset and Skidegate will be attending. Possible location for course will be held in Skidgate as they have manholes to practice in.

ADJOURNMENT

It was moved by Pete Nelson-Smith to adjourn the meeting at 8:10pm.

Next meeting scheduled for March 18th, 2010.



Terry Mitchell
Chair



Debbie Delves
Administrative Assistant

THE VILLAGE OF PORT CLEMENTS

Port Clements Emergency Committee Dec17th, 2009
Port Clements Council Chambers

Present:

Pete Nelson-Smith
Terry Mitchell

Councillor Greg Stewart
Chris Marrs

Debbie Delves-Administrative Assistant

The meeting was called to order at 7:40pm.

1. ADOPT AGENDA

It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to adopt the agenda as circulated.

CARRIED.

2. MINUTES

M-1-It was moved by Councillor Stewart, seconded by Pete Nelson-Smith to accept the Minutes of Nov 19th, 2009 as circulated.

CARRIED.

3. BUSINESS ARISING

BA-1& BA 2-Formal recommendation from Emergency Committee to put motion forward to Council to advertise for an RFP to develop a Wildfire Protection Plan for Port Clements.

It was moved by Terry Mitchell, seconded by Councillor Stewart to put forth a recommendation to Council from the Port Clements Emergency Committee to advertise for an RFP Request for Proposal to develop a Wildfire Protection Plan for Port Clements.

CARRIED.

BA-3-Letter sent to School District Superintendent regarding updating Schools Fire & Emergency manual.

Receive and file for further information.

CARRIED.

BA-4-Animal Emergency Preparedness sites: Council agreed to let the Committee use the park for animals in case of an emergency and the Committee also agreed to use the Trailer at the park, Wharf Shed or request assistance from homeowners in the area not affected to house smaller animals.

Receive and File for further information.

CARRIED.

BA-5-Miss numbered.

BA-6-Emergency kits to be prepared for future tragedies.

It was moved by Pete Nelson-Smith and seconded by Councillor Stewart to purchase totes and supplies for 3 adults & 3 children in case of any victims emergency.

CARRIED.

BA-6A-Circulate the questionnaire to the public via mail out with utility bills in Feb 2010. Jamie Delves will look into seeking donations from Pet food companies for supplies to add to Pet emergency kits.

Table to next meeting.

BA-7-FEMA online Courses.

Suggestion put forth, to have all members of the Committee in the New Year to do at least one course on line for next year, and to see if Maurie Hurst could come over and do a tabletop exercise with all agencies involved.

Table to next meeting.

5. ORIGINAL CORRESPONDENCE.

C-1-Order animal first aid emergency kits through QC Animal Hospital. Jamie Delves will talk to Dr. Don Richardson regarding special First Aid supplies that might be required for Pets, if not, we will use regular first aid supplies if needed.

Table to next meeting with recommendations.

6. NEW BUSINESS.

NB-1-Elections for Chair & Vice Chair of Emergency Committee.

Terry Mitchell accepted the nomination for Chair 2010.

Pete Nelson-Smith accepted the nomination for Vice-Chair 2010.

Committee members unanimously voted in favor of accepting both names put forth for the positions of Chair & Vice Chair.

CARRIED.

NB-2-Jamie Delves request to attend the Noah's Wish – Disaster Training course offered this June 5 & 6th, 2010 in Quesnel, BC.

It was moved by Councillor Stewart, and seconded by Terry Mitchell to put forth Jamie Delves name for Councils approval to spend \$450.00 (\$125.00 for course registration of the Noah's Wish – Disaster Training and \$325.00 for ferry travel) from the Emergency Budget 2010 to attend this course for training.

CARRIED.

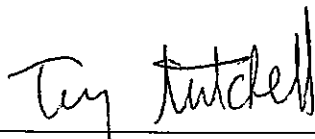
7. REPORTS AND DISCUSSIONS.

Councillor Stewart-Reported that Yellow tape has been given to the RCMP to indicate that a vehicle has been cleared by them after an accident.

ADJOURNMENT

It was moved by Pete Nelson-Smith and seconded by Councillor Stewart to adjourn the meeting at 8:33pm.

Next meeting scheduled for January 21st, 2010.



Terry Mitchell
Co-Chair



Debbie Delves
Administrative Assistant

15

Form No. 6-2

Local Government Act
Section 134

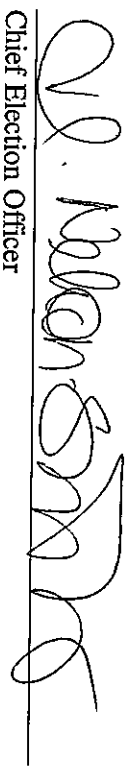
Village of Port Clements

DETERMINATION OF OFFICIAL ELECTION RESULTS

By-Election 2010

	FOSTER		QUINN					
Advance Voting Opportunity: March 31, 2010	15	5						
Multi Purpose Building								
Multi Purpose building April 10, 2010	40	31						
TOTAL NUMBER OF VALID VOTES CAST	55	36						

This determination of official election results was made by the Chief Election Officer on Date- April 10, 2010 at Time- 8:21 pm and is based on ballot accounts as amended or prepared by the Chief Election Officer.


Chief Election Officer

Village of Port Clements

BALLOT ACCOUNT

Multi Purpose Building Seniors room 36 Cedar Avenue West
Advance poll March 31, 2010
Poll Day April 10, 2010

Councillor

Number of valid votes cast:

FOSTER, Stephen

55

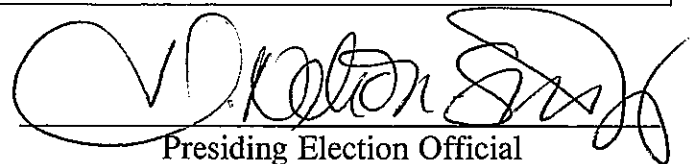
QUINN, Tom

36

TOTAL

91

(1) Number of ballots received for use		<u>500</u>
(2) Ballots without objection	<u>91</u>	
(3) Ballots accepted subject to objection under S. 130	<u>∅</u>	
(4) Ballots rejected without objection	<u>∅</u>	
(5) Ballots rejected subject to objection under S. 130	<u>∅</u>	
(6) Spoiled ballots that were replaced under S. 118	<u>∅</u>	
(7) Number of ballots given to the electors (2+3+4+5+6)	<u>91</u>	
(8) Unused ballots	<u>409</u>	
(9) Number of ballots added under S.127(3)	<u>∅</u>	
(10) Number of ballots not accounted for	<u>∅</u>	
(11) TOTAL (7+8+9+10) NOTE: No. 1 & No. 11 must agree.		<u>500.</u>


Presiding Election Official

THIS FORM MUST BE COMPLETED IN DUPLICATE.

Place one copy in the ballot box and return one copy to the Chief Election Officer

THE VILLAGE OF PORT CLEMENTS

BYLAW NO. 379

A bylaw of the Village of Port Clements to Amend the Official Community Plan No. 140, 1984

WHEREAS the Village of Port Clements is concerned about the effects of climate change on the community and has signed onto the BC Climate Action Charter;

AND WHEREAS in 2008 the Province of BC enacted Bill 27, the Local Government (Green Communities) Statutes Act requiring local governments to incorporate greenhouse gas emission reduction targets, policies and action plans into their official community plans by May 31, 2010;

AND WHEREAS section 877(3) of the Local Government Act requires official community plans to include targets for the reduction of greenhouse gas emissions and policies and actions proposed with respect to achieving those targets;

NOW THEREFORE, the Council of the Village of Port Clements in open meeting assembled enact as follows:

1. This bylaw may be cited as Bylaw No 379, A Bylaw to Amend the Village of Port Clements Official Community Plan:
2. The Village of Port Clements Action Plan for the reduction of greenhouse gas emissions is as follows:
 - i) Create an anti-idle policy to prohibit idling vehicles around Municipal buildings and encourage business owners in the Village to ban idling vehicles around their buildings.
 - ii) Plant trees throughout the community using grant funding.
 - iii) Reduce the number of Municipal buildings by building multi-purpose buildings and retrofit other Municipal buildings for energy efficiency.
 - iv) Upgrade water and waste water treatments.
 - v) Utilize technology by emailing co-workers rather than printing documents in an action to reduce the amount of paper being used.
 - vi) Use recycled paper if printing is a necessity.
 - vii) Ban bottled water from Municipal buildings and make water coolers available.
 - viii) Use ceramic cups and dishes, and reusable silverware whenever possible.
 - ix) Implement a "lights off" policy to ensure that all users and employees in Municipal buildings turn the light, heat and any other electronics off in rooms that they are not in.
 - x) Encourage car-pooling to work for Municipal employees and meetings.

3. The Village of Port Clements goals for the future greenhouse gas reduction are as follows:
- i) Upgrade filing system to reduce amount of paper.
 - ii) Purchase laptops for each Council member for paperless agendas.
 - iii) Teleconferencing and videoconferencing to reduce greenhouse gas from vehicles.
 - iv) Create new building policies along with hiring a building inspector.
4. The Village of Port Clements roles for the residential and commercial zones are as follows:
- i) Assist residents and businesses through the use of grants to upgrade homes and buildings for energy efficiency.
 - ii) Encourage installing low flow toilets within residential and commercial buildings.
 - iii) Install water metres on all properties to monitor water consumption.
 - iv) Work with the Skeena Queen Charlotte Regional District to build a recycling facility to encourage recycling reducing landfill usage.
 - v) Encourage residential energy assessments in conjunction with BC Hydro.

READ A FIRST TIME THIS 19TH DAY OF APRIL, 2010.

PUBLIC HEARING HELD THIS _____ DAY OF _____, 2010

READ A SECOND TIME THIS _____ DAY OF _____, 2010.

READ A THIRD TIME THIS _____ DAY OF _____, 2010.

ADOPTED THIS _____ DAY OF _____, 2010.

CORY DELVES
MAYOR

HEATHER NELSON-SMITH
CLERK/TREASURER

COMMITTEE REPS LIST 2010

MAYOR ALTERNATE: 1st Quarter: **WALLY CHEER**
2nd Quarter: **GREG STEWART**
3rd Quarter: **CAM TRAPLIN**
4th Quarter:

NORTHERN DEVELOPMENT INITIATIVE: **CORY DELVES**

SQRD BOARD: **CORY DELVES**

REGIONAL NORTHERN HEALTH: **CORY DELVES**
HEALTHCARE MASSET: Volunteers from Community

RECREATION COMMISSION: **CORY DELVES - until by-election.**

MIEDS- **CORY DELVES**

EMERGENCY COMMITTEE: **GREG STEWART**

GWAI TEL: **GREG STEWART**
Alternate: **GERMAIN VIGNEAULT**

VIRL: (Vancouver Island Regional Library): **WALLY CHEER**
Alternate: **CORY DELVES - until by-election.**

TOURISM COMMITTEE: **WALLY CHEER**

RCMP LIASON: **CAM TRAPLIN**

COMMUNITY FUTURES: **BROCK STORRY**

VILLAGE OF PORT CLEMENTS

BYLAW NO.380, 2010

**A Bylaw of the Village of Port Clements
Respecting the Financial Plan for the Years 2010-2014**

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

1. Schedule "A" attached hereto and made a part of this bylaw is hereby adopted and comprises the Financial Plan for the Village of Port Clements for the years 2010 through 2014, ending December 31, 2014.
2. This bylaw may be cited for all purposes as the "Financial Plan Bylaw No. 380, 2010".

READ A FIRST TIME THIS _____ DAY OF APRIL, 2010

READ A SECOND TIME THIS _____ DAY OF APRIL, 2010

READ A THIRD TIME THIS _____ DAY OF APRIL, 2010

RECONSIDERED AND FINALLY ADOPTED THIS _____ DAY OF APRIL,
2010

CORY DELVES
MAYOR

HEATHER NELSON-SMITH
CLERK/TREASURER

CERTIFIED A TRUE COPY OF VILLAGE OF
PORT CLEMENTS FINANCIAL PLAN, BYLAW NO. 380, 2010

G-4

Schedule "A"**General Fund**

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget
Property Tax- Municipal	122,417	124,865	127,363	129,910	132,508
Payments in Lieu	7,105	7,014	7,014	7,014	7,014
Sales of Services	11,528	11,528	11,528	11,528	11,528
Revenue From Own Sources	47,930	47,930	47,930	47,930	47,930
Unconditional Transfers	114,190	406,656	406,656	406,656	406,656
Conditional Transfers	118,039	30,525	30,525	30,525	30,525
Multi Purpose Building Revenue	14,200	14,200	14,200	14,200	14,200
Transfers From Reserves	444,651	0	0	0	0
Collections for Other Agencies	193,309	186,614	186,614	186,614	186,614

Total Revenues	1,073,369	829,332	831,830	834,377	836,975
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Legislative Expenses	38,800	38,800	43,800	40,300	40,300
General Administration	199,213	195,809	194,464	197,179	199,955
Fire Department	46,954	41,954	41,954	41,954	41,954
Emergency Services	8,250	750	750	750	750
Common Services	19,000	19,000	19,000	19,000	19,000
Wharf Services	7,350	12,350	7,350	7,350	7,350
Small Craft Harbour	8,350	8,350	8,350	8,350	8,350
Roads	86,100	54,900	54,900	54,900	54,900
Environmental Health	5,080	330	330	330	330
Environmental Development	14,000	3,000	3,000	3,000	3,000
Parks and Recreation	76,100	39,100	39,100	39,100	39,100
Cultural Buildings and Facilities	15,500	2,500	2,500	2,500	2,500
Fiscal Services	1,400	1,400	1,400	1,400	1,400
Contributions to Reserves	0	0	0	0	0
Capital Expenses	126,000	10,000	10,000	10,000	10,000
Multi Purpose Building Expenses	62,000	62,000	62,000	62,000	62,000
Amortized asset contribution to reserve	171,658	151,475	155,318	158,650	158,472
Taxes Levied for Other Agencies	187,614	187,614	187,614	187,614	187,614

Total Expenses	1,073,369	829,332	831,830	834,376	836,975
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Surplus/ (Deficit)	0	0	-0	0	0
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"Schedule A"

Water Fund

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget
Fees & Taxation	104,088	104,088	102,000	102,000	102,000
Grants	1,115,000	0	0	0	0
Total Revenues	1,219,088	104,088	102,000	102,000	102,000
Operating Expenses	87,000	86,500	86,500	86,500	86,500
Capital Expense	1,115,000	0	0	0	0
Contribution to Reserves/Amortized assets	17,088	17,588	15,500	15,500	15,500
Debenture Expenses	0	0	0	0	0
Total Expenses	1,219,088	104,088	102,000	102,000	102,000
Surplus/ (Deficit)	0	0	0	0	0

"Schedule A"

Sewer Fund

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget
Fees & Taxation	61,816	61,816	61,816	61,816	61,816
Grants & Transfers	139,046	0	0	0	0
Total Revenues	200,862	61,816	61,816	61,816	61,816
Operating Expenses	60,900	45,900	45,900	45,900	45,900
Capital Expenses	123,428	0	0	0	0
Contribution to Reserves/Amortized assets	16,534	15,916	15,916	15,916	15,916
Debenture	0	0	0	0	0
Total Expenses	200,862	61,816	61,816	61,816	61,816
Surplus/ (Deficit)	0	0	0	0	0

"Schedule A"

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget
Capital Projects					
General					
Fire Department Equipment	7,500	7,500	7,500	7,500	7500
Concession Stands	80,000	0	0	0	0
Barge Feasability	36000				
Water					
Water System Upgrade	1,075,000.00				
Sewer					
Lift Station					
Sewage Upgrade	123,428				

REPORT TO COUNCIL

Author: Heather Nelson-Smith
 Date: April 15, 2010
 Re: Tax rate multiple review

General Municipal Tax Rates

2010 Assessments						%	per
			Multiple	Rate	Revenue	class	
Residential	1	19788000	1	4.06066	80352.34	65.64%	
Utilities	2	42900	2	8.12132	348.4046	0.28%	
	3		2	8.12132	0	0.00%	
Light industrial	5	2401400	2	8.12132	19502.54	15.93%	
Business	6	2568400	2	8.12132	20858.8	17.04%	
Managed Forests	7	166900	2	8.12132	1355.448	1.11%	
Recreation/Non Profit	8		1	4.06066	0	0.00%	
Farmland	9		1	4.06066	0	0.00%	
Total		24967600			122417.5	100.00%	
					122417		

The above is the comparison between the residential and all other classes. The reason we look at these rates now is because there are municipalities that rely heavily on industry or business and the residential are being subsidized by those classes. IE: places with a large amount of industry are subsidized by the industry like Kitimat where 75% of their revenue comes from Alcan.

This is a very fair appropriation consisting of residential (as this is our major class) paying their way for services. From looking at our rates our other classes are fair and equitable, and **recommend approving the tax rate multiples as distributed.**

Respectfully Submitted,

VILLAGE OF PORT CLEMENTS

BYLAW NO. 381, 2010

Being a bylaw for the levying of rates for Municipal, Hospital and Regional District purposes for the year 2010.

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

1. The following rates are hereby imposed and levied for the year 2010:
 - a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the schedule attached hereto and forming a part hereof.
 - b) For Vancouver Island Regional Library purposes on the assessed value of land and improvements taxable for general municipal purposes, rates and appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
 - c) For Skeena-Queen Charlotte Regional Hospital purposes on the assessed value of land and improvements taxable for Hospital purposes, rates and appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
 - d) For purposes of the Skeena-Queen Charlotte Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "D" of the Schedule attached hereto and forming a part hereof.
 - e) For purposes of the North West Regional Hospital District on the assessed value of land and improvements taxable for Hospital purpose, rates appearing in Column "E" of the Schedule attached hereto and forming part hereof.
2. The minimum amount of Taxation upon a parcel of Real Property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rates Bylaw No. 381, 2010."

READ A FIRST TIME THIS _____ DAY OF APRIL, 2010

READ A SECOND TIME THIS _____ DAY OF APRIL, 2010

READ A THIRD TIME THIS _____ DAY OF APRIL, 2010

RECONSIDERED AND FINALLY ADOPTED THIS __ DAY OF APRIL, 2010

Cory Delves,
MAYOR

Heather Nelson-Smith,
CLERK/TREASURER

Village of Port Clements
Schedule for Tax Rate Bylaw N0.381, 2010

Rates per \$1000 of taxable assessed value

Class	"A" General Municipal	"B" VIRL	"C" SQCRD Hospital	"D" SQCRD	"E" NW Reg. Hospital
1 Residential	4.06066	0.3665	0.09319	0.97075	0.3936
2 Utilities	8.12132	0.733	0.326165	1.9415	1.3776
5 Light Industry	8.12132	0.733	0.316846	1.9415	1.33824
6 Business	8.12132	0.733	0.2283155	1.9415	0.96432
7 Managed Forest	8.12132	0.733	0.27957	1.9415	1.18
8 Rec/Non Profit	4.06066	0.3665	0.09319	0.97075	0.3936
9 Farm	4.06066	0.3665	0.09319	0.97075	0.3936

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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2010-Apr-16

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Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20100111	2010-04-06	BRITISH COLUMBIA LIFE & CASUALTY C			PAYMENT		267.77
			10-4-27-00-30	APR2010	APRIL 2010 INSURANCE	267.77	
20100112	2010-04-06	CORPORATE EXPRESS			PAYMENT		258.78
			10-2-24-90-00	24732252	FD JANITORIAL SUPPLIES	231.01	
			10-3-22-00-00	24732252	FD JANITORIAL SUPPLIES	11.55	
			30-2-41-30-30	24732252	BINDERS PW	16.22	
20100113	2010-04-06	DELMAS CO-OP			PAYMENT		123.19
			10-2-71-21-12	07187A	FLOOR TRIM	123.19	
20100114	2010-04-06	FAST FUELS SERVICES LTD			PAYMENT		216.91
			10-2-19-00-00	504750	TRAILER FUEL	216.91	
20100115	2010-04-06	NORTH PACIFIC SEAPLANES LTD.			PAYMENT		20.00
			10-2-12-13-00	001737	BALLOTS	20.00	
20100116	2010-04-06	RECEIVER GENERAL - CCRA			PAYMENT		4,321.53
			10-4-27-00-10	Mar2010	MARCH 2010 DEDUCTIONS	4,321.53	
20100117	2010-04-06	SPEEDEE			PAYMENT		277.09
			10-2-12-13-00	247308-0	BY-ELECTION BALLOTS	277.09	
20100118	2010-04-06	VILLAGE OF PORT CLEMENTS			PAYMENT		173.29
			10-2-12-11-00	03-26-10	Room Fresheners	12.77	
			10-2-12-11-00	03-26-10	Drinking Water	7.00	
			10-2-12-11-00	03-26-10	Coffee	42.07	
			10-2-12-11-60	03-26-10	Registered Mail	43.57	
			10-2-12-11-60	03-26-10	Money Orders	33.00	
			10-2-12-13-00	03-26-10	Elections blinds	4.59	
			10-3-22-00-00	03-26-10	GST	4.20	
			30-2-41-40-00	03-26-10	Dish Soap	4.70	
			40-2-42-90-50	03-26-10	Hacksaw	21.39	
20100119	2010-04-06	WESTPOINT AUTOMOTIVE			PAYMENT		254.92
			30-2-41-30-40	107064	CREDIT CORE DEPOSIT	(54.31)	
			40-2-42-90-70	107064	CREDIT CORE DEPOSIT	(54.33)	
			30-2-41-30-40	107305	BRAKE SHOE SET CREDIT	(122.33)	
			40-2-42-90-70	107305	BRAKE SHOE SET CREDIT	(122.33)	
			30-2-41-30-40	107450	PW TRUCK	304.12	
			40-2-42-90-70	107450	PW TRUCK	304.10	
20100120	2010-04-06	INLET NETWORKING COMPUTER SERVI			PAYMENT		90.00
			10-2-12-11-30	007	NETWORK NEW PCS TO HOME GROUP	90.00	
20100121	2010-04-06	NORTHLANDS WATER & SEWER			PAYMENT		456.23
			10-3-22-00-00	14801	HYDRANT VALVE SUPPLIES	20.36	
			30-2-41-40-00	14801	HYDRANT VALVE SUPPLIES	435.87	
20100122	2010-04-12	BIG RED			PAYMENT		226.41
			10-2-71-21-15	10848	MARCH 2010 CONTAINER SERVICE	226.41	
20100123	2010-04-12	C. AND C. BEACHY CONTRACTING LTD			PAYMENT		787.50
			30-2-41-40-00	03K	WATER LEAK BAYVIEW DRIVE	262.50	
			40-2-42-90-50	05K	SEWER PUMP REPLACEMENT	157.50	
			40-2-42-90-50	06K	POLE AT LAGOON	105.00	
			10-2-32-31-00	08K	GRADING	157.50	
			10-2-32-31-00	10K	GRADING	52.50	
			40-2-42-90-50	10K	LOAD SEWER PUMP	52.50	
20100124	2010-04-12	GAS PLUS II			PAYMENT		191.76
			10-2-24-80-10	VPC0310	PCVFD-TANKER	141.59	
			30-2-41-30-40	VPC0310	FUEL PW TRUCK	25.08	

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VILLAGE OF PORT CLEMENTS

Cheque Listing For Council With GL Numbers

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2010-Apr-16

10:39:15 AM

Cheque	Date	Name	Expense GL Number	Invoice	Description	Invoice Amount	Cheque Amount
20100124	2010-04-12	GAS PLUS II	40-2-42-90-70	VPC0310	FUEL PW TRUCK	25.09	191.76
20100125	2010-04-12	MUNICIPAL INFORMATION SYSTEMS IN			PAYMENT		160.04
			10-2-12-11-30	20091958	YELLOW TAX NOTICE PAPER	152.41	
			10-3-22-00-00	20091958	YELLOW TAX NOTICE PAPER	7.63	
20100126	2010-04-12	OBSERVER PUBLISHING CO. LTD.			PAYMENT		207.61
			10-2-12-11-50	6425	COURT OF REVISION AD	207.61	
20100127	2010-04-12	PORT CLEMENTS HISTORICAL SOCIETY			PAYMENT		2,800.00
			10-2-11-10-50	04-08-10	GRANT IN AID HISTORICAL SOCIETY	2,800.00	
20100128	2010-04-12	SKEENA FUELS LTD.			PAYMENT		553.11
			10-2-12-99-60	12569	PW Gas	436.03	
			10-2-71-89-00	12569	Diesel-Comm Park	90.74	
			10-3-22-00-00	12569	PW Gas	26.34	
20100129	2010-04-12	SKEENA QUEEN CHARLOTTE REG'L DIS			PAYMENT		13,350.00
			10-1-53-20-10	04-07-2010	Garbage Admin	(655.00)	
			10-4-23-44-00	04-07-2010	Residential Garbage	11,968.00	
			10-4-23-44-01	04-07-2010	Commercial Garbage	660.00	
			10-4-23-44-02	04-07-2010	Seniors/Discounted Garbage	1,377.00	
20100130	2010-04-12	VIP COURIER CORPORATION			PAYMENT		28.32
			30-2-41-20-00	181704	MARCH WATER TESTING	28.32	
20100131	2010-04-12	BUSSHOFF, JULIE			PAYMENT		40.00
			30-2-41-40-00	03-31-10	POSTING BOIL WATER ADVISORY	40.00	
20100132	2010-04-12	TLC Automotive Services Ltd.			PAYMENT		236.55
			30-2-41-40-10	13880	PW FUEL	118.28	
			40-2-42-90-60	13880	PW FUEL	118.27	
20100133	2010-04-15	BEACHY MECHANICAL			PAYMENT		26.88
			40-2-42-90-50	140410	10W-30 OIL	26.88	
20100134	2010-04-15	COASTAL PROPANE			PAYMENT		734.34
			10-2-24-80-10	39263	FIREHALL HEATING FUEL	734.34	
20100135	2010-04-15	DELTEC WELDING			PAYMENT		163.52
			10-2-71-89-00	278219	OXYGEN TANKS	54.50	
			30-2-41-40-00	278219	OXYGEN TANKS	54.51	
			40-2-42-90-50	278219	OXYGEN TANKS	54.51	
20100136	2010-04-15	MUNICIPAL INFORMATION SYSTEMS IN			PAYMENT		278.52
			10-2-12-11-20	20100093	MAY 2010 SUPPORT	278.52	
20100137	2010-04-15	NELSON SMITH, PETER			PAYMENT		430.47
			30-2-41-40-00	16	WATER DISINFECTION COURSE	430.47	
20100138	2010-04-15	NORTHERN LABS LTD.			PAYMENT		97.65
			40-2-42-90-50	87073	SEWER SAMPLES	97.65	
20100139	2010-04-15	PACIFIC COASTAL AIRLINES			PAYMENT		36.00
			30-2-41-20-00	INV05566	WATER SAMPLE DELIVERYS	36.00	
20100140	2010-04-15	VANCOUVER ISLAND REGIONAL LIBRAR			PAYMENT		2,762.00
			10-2-84-20-00	04-07-2010	2ND QUARTER TOTAL LEVY	2,762.00	
20100141	2010-04-15	PETE THE ELECTRICIAN, PETER MCPHE			PAYMENT		1,662.86
			10-3-22-00-00	018 2010	SEWAGE LAGOON AND LIFT STATION	50.43	
			40-2-42-20-35	018 2010	SEWAGE LAGOON AND LIFT STATION	1,369.58	
			40-2-42-90-50	018 2010	SEWAGE LAGOON AND LIFT STATION	242.85	

Total 31,233.25

REPORT TO COUNCIL

Author: Heather Nelson-Smith
Date: April 16, 2010
Re: **Water Quality Conference**

Resolution for discussion:

To send Public Works Superintendent to the Water Quality Distribution System Operators Course in Qualicum Beach, BC April 21-23, 2010

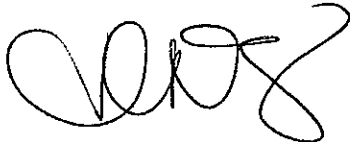
Background

At the end of the last meeting the Public Works Superintended expressed great interest in attending this course given the current situation with the water system.

Council at that time all verbally stated that they felt it was extremely important to attend and gave Pete Nelson-Smith their permission to book the course and attend, and that a formal resolution would be made at the next regular meeting.

Total cost of the course, flights, food is \$1475.00

Respectfully submitted,





Excellent in Public Works. Leaders in BC & the Yukon.

Water Quality for Distribution System Operators

Bernie Morris

Mike Ippen

Course Fee
\$575+ GST

EOCP 1.6 CEU's

Qualicum Beach
Civic Centre
747 Jones St

Qualicum Beach

Dates:

April 21- 23, 2010

Water Quality for Distribution System Operators. This course utilizes 2 instructors with a combined 50+ years of experience in the water industry. Bernie Morris & Mike Ippen

Schedule:

- 8:00 Registration
- 10:00 Coffee Break
- Noon Lunch
- 1:00 Resume Session
- 3:00 Coffee
- 4:00 Session Ends

Coffee & Lunch included in course fee

COURSE OUTLINE

DAY 1	<p>Section 1 (AM) Introduction Water Quality Defined B.C. Safe Drinking Water Regulation Drinking Water Guidelines (Federal) Drinking Water Microbiology</p> <p>Section 2 (PM) Risks in the Distribution System Post Walkerton Post 9-11</p>
DAY 2	<p>Section 3 (AM) Best Practices Intrusion Theory Cross Connection Control Rehabilitation Issues</p> <p>Section 4 (PM) Sample Collection (Raw and Treated) Distribution System Monitoring Chlorine Residuals; Measurement and Maintenance</p>
DAY 3	<p>Section 5 (AM) Disinfectants Chlorine Chemistry Water Treatment (Past and Present Technology)</p> <p>Section 6 (PM) Uni-directional Flushing Reservoir Maintenance for Water Quality</p>

Register by:
Complete Registration and send via
F: 1.888.812.7014
E: jaustin.djc@gmail.com

Confirmation & invoices will be sent to the email address provided
Make cheque/PO Payable to



PO BOX 1456 STN MAIN KAMLOOPS BC V2C 6L7
Phone: 250.819.6290
Fax: 1.888.812.7014
E-mail: jaustin.djc@gmail.com
web: http://pwabc.cpwa.net/

REPORT TO COUNCIL

Author: Heather Nelson-Smith

Date: April 15, 2010

Re: **Welcome to Port Clements Sign Contest**

In March Council approved the Tourism Committee to organize and administer an entrance to Port Clements sign Contest.

The Sign Contest has come to a close, the Committee is pleased to announce that the judging has found that Germain Vigneault is the winner of the contest and will be awarded the \$500.00 prize.

Council should consider how they wish to award the prize to Germain Such as publicly at a Council meeting.

The original plan was to have whomever's design was chosen to tender out the construction, but seeing as the costs look like they are within our procurement policy it would be possible to do this job with the designer and through Administration. And funding has been allotted from the Tourism Budget.

Council needs to consider the placement of the signage, Council may wish to delegate to the Tourism Committee for recommendation. Highways has been contacted all Administration needs is a place to apply for permitting purposes.

The old sign at the entrance to town can be dealt with in one of 2 ways

1. it could be donated to the museum

or

2. it could be placed South of Port Clements coming in from Juskatla

It would not be advisable to destroy this piece of history.

The Committee would also like to be able to have these signs completed and erected before Canada days so that there could be a celebration.

Respectfully submitted,

Heather Nelson-Smith
Clerk/Treasurer

R-1



The Village of
PORT CLEMENTS

36 Cedar Avenue West
PO Box 198
Port Clements, BC
V0T1R0
PH : 250-557-4295
FAX :250-557-4568
Email : office@portclements.ca
Web : www.portclements.ca

Late Items Added To Agenda



Unclassified

N.C.O. i/c R.C.M. Police
2042 Collison Avenue / Box 39
Masset, B.C.
V0T 1M0

Your File Votre référence

Mayor Cory DELVES
Village of Port Clements

Our File Notre référence

ADMIN: 1505 - 2

2010-04-17

ATTENTION: Mayor Cory DELVES

Cellular Phone Coverage in Port Clements

Good Day Cory;

Over the past six months, the RCMP Masset Detachment has experienced two occasions whereby the Village of Port Clements not having cell phone coverage has proven problematic for the police.

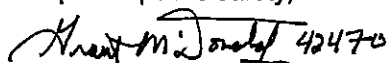
In November 2009, the RCMP Masset Detachment responded to a call for service involving an intoxicated male who was barricaded inside an apartment threatening police with a firearm. Efforts to establish direct communication with the suspect had to be arranged through the benefit of using a citizen's residence and hard line. This significantly hampered police mobility throughout the incident.

The second incident occurred on April 3, 2010, when the Detachment Commander for Masset Detachment, while off duty, was in the Village of Port Clements attending a community event. While attending this community event, on duty police in Masset responded to a call for service involving the potential for firearms. While on scene, the Members attempted to contact the Detachment Commander who was out of cell phone range and had to be summoned alternatively. This resulted in a delayed response by the Detachment Commander in returning to Masset and responding to the call.

These two recent examples provided are the direct result of the Village of Port Clements not having cell phone coverage. In each of the examples, the lack of coverage affects public safety for the citizens of Port Clements and area as well as the safety of police officers.

As Detachment Commander for the RCMP Masset, I support the Village of Port Clements in its effort to have cell phone coverage on Haida Gwaii be expanded to include the Village of Port Clements. The inclusion of such coverage would enhance public safety in this small, northern, isolated community.

In the spirit of public safety;


(Grant A. MacDONALD), Sgt. / 42470
Detachment Commander - Masset