

**VILLAGE OF PORT ALICE**  
**REGULAR COUNCIL MEETING AGENDA**  
TO BE HELD WEDNESDAY, JANUARY 14, 2015 AT 7:00 PM IN THE  
PORT ALICE COUNCIL CHAMBERS

**CALL TO ORDER**

**ADOPTION OF AGENDA:**

PG 1

**DELEGATIONS:**

1. Claire Trevena, North Island MLA
2. Pat English, RDMW Manager of Economic Development presenting:  
Mount Waddington Regional District Strategic Sector Study, November 2014  
(Distributed to council in December 2014)

**COUNCIL MINUTES:**

1. Minutes of the Regular Council Meeting of December 10, 2014

PG 3-5

**OTHER MINUTES:**

1. Minutes of the December 3, 2014 Recreation Committee Meeting
2. Minutes of the December 4, 2014 Public Works Committee Meeting

PG 7

PG 9

**COMMUNICATIONS:**

1. December 5, 2014 letter of congratulations from Island Health. PG 11
2. December 16, 2014 letter from of congratulations from Opposition Leader John Horgan PG 13-14
3. December 9, 2014 letter from of congratulations from the Chinese Consulate PG 15-16
4. December 12, 2014 letter from of congratulations from Island Coastal Economic Trust PG 17
5. December 12, 2014 letter from North Island Community Forest re: 2014 Dividend PG 19
6. December 23, 2014 letter from Vancouver Island North Tourism re: 2015 Appointment PG 21-24

**REPORTS:**

1. Mayor's Report for December 2014 PG 25
2. Regular Report from the Chief Administrative Officer dated January 9, 2015 PG 27
3. Report regarding Policy Manual updates dated January 9, 2015 PG 29-37
4. Report from the Finance Officer regarding the 50<sup>th</sup> Reunion dated January 8, 2015 PG 39-42
5. Accounts Payable Listing December 2014 PG 43-46
6. Summary of Revenue and Expenses for December 2014 PG 47-53
7. Fire Chief's Report for November 2014 PG 55

**QUESTION PERIOD**

**Adjournment**



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**VILLAGE OF PORT ALICE REGULAR COUNCIL MEETING MINUTES**  
**Held Wednesday December 10, 2014 AT 7:00 PM in the Village Council Chambers**

<b>MEMBERS PRESENT:</b>	Mayor Jan Allen
	Councillor Marnie Chase Councillor Christine Martin Councillor David Stewart Councillor Doug Worthington
<b>ALSO PRESENT:</b>	Madeline McDonald, Chief Administrative Officer Bonnie Danyk, Finance Officer

Mayor Allen called the meeting to order at 7:00 pm.

**ADOPTION OF AGENDA:**

**344/14** It was duly moved and seconded that the agenda be adopted as presented. **CARRIED**

**MINUTES:**

**345/14** It was duly moved and seconded that Motion #340/14, passed on December 1, 2014 be rescinded. **CARRIED**

**346/14** It was duly moved and seconded that Mayor Jan Allen be appointed as a Trustee to the Vancouver Island Regional Library Board of Directors;  
**AND THAT** Councillor Christine Martin be appointed as the alternate Trustee of the Vancouver Island Regional Library Board of Directors. **CARRIED**

**347/14** It was duly moved and seconded that the minutes of the Regular Council Meeting held November 12, 2014 be adopted as presented. **CARRIED**

**348/14** It was duly moved and seconded that the minutes of the Inaugural Council Meeting held December 1, 2014 be adopted as amended. **CARRIED**

**OTHER MINUTES:**

**349/14** It was duly moved and seconded that the Minutes of the November 5, 2014 Recreation Committee Meeting be received and filed. **CARRIED**

**350/14** It was duly moved and seconded that the Minutes of the November 6, 2014 Public Works Committee Meeting be received and filed. **CARRIED**

**COMMITTEE RECOMMENDATIONS:**

**351/14** It was duly moved and seconded that the following recommendation, approved at the December 2, 2014 Recreation Committee Meeting, be adopted as presented:

**THAT** the Village purchase an ice edging machine from Vimar at a cost of up to \$5750, plus shipping and taxes, in 2015 using surplus funds from the 2014 Arena budget. **CARRIED**

**352/14** It was duly moved and seconded that the report regarding the purchase of an ice edging machine be received and filed. **CARRIED**

**COMMUNICATIONS:**

**353/14** It was duly moved and seconded that the December 4, 2014 Memo from UBCM re: Executive Vacancies be received and filed. **CARRIED**

4 Village of Port Alice REGULAR COUNCIL Minutes of December 10, 2014

- 354/14 It was duly and seconded moved that the November 18, 2014 AVICC News Release re: Executive Vacancies be received and filed. **CARRIED**
- 355/14 It was duly moved and seconded that the December 5, 2014 News Release from MP John Duncan re: Canada Summer Jobs be received and filed. **CARRIED**
- 356/14 It was duly moved and seconded that the November 18, 2014 letter from Network BC be received and filed. **CARRIED**
- 357/14 It was duly moved and seconded that the November 20, 2014 Email from Telus re: North Island Fibre Project Update be received and filed. **CARRIED**
- 358/14 It was duly moved and seconded that the November 20, 2014 Letter from UBCM re: 2014-2015 Gas Tax Payment be received and filed. **CARRIED**
- 359/14 It was duly moved and seconded that the November 27, 2014 Letter from BC Assessment re: Assessment Notices be received and filed. **CARRIED**
- 360/14 It was duly moved and seconded that the October 27, 2014 Letter from Liquor Control and Licensing Branch re: Timelines be received and filed. **CARRIED**
- 361/14 It was duly moved and seconded that the November 13, 2014 Letter from John Horgan & Selina Robinson re: Elections Results be received and filed. **CARRIED**
- 362/14 It was duly moved and seconded that the November 20, 2014 Letter from Christy Clark re: Election Results be received and filed. **CARRIED**
- 363/14 It was duly moved and seconded that the Village write a letter in support of Hudson Hope's request for a one year moratorium on the Site C Dam Project. **CARRIED**
- 364/14 It was duly moved and seconded that the December 2, 2014 Letter from Mayor Gwen Johansson re: Referral of Proposed Site C Dam Project to BC Utilities Commission be received and filed. **CARRIED**
- 365/14 It was duly moved and seconded that the November 18, 2014 Open Letter from Hudson's Hope to BC Minister of Energy and Mines Bill Bennett be received and filed. **CARRIED**
- 366/14 It was duly moved and seconded that the November 25, 2014 Letter from Claire Trevena re: Election Results be received and filed. **CARRIED**
- REPORTS:**
- 367/14 It was duly moved and seconded that the Mayor's Report for November 2014 be received and filed. **CARRIED**

Village of Port Alice REGULAR COUNCIL Minutes of December 10, 2014 5

- 368/14** It was duly moved and seconded that the Village apply for funding for two summer student positions for the Port Alice Visitor Centre through the 2015 Canada Summer Jobs Program. **CARRIED**
- 369/14** It was duly moved and seconded that the CAO's Regular Report dated December 8, 2014 be received and filed. **CARRIED**
- 370/14** It was duly moved and seconded that all members of Council be authorised to attend the LGLA/UBCM Elected Officials Training Seminar at a cost of \$1100.00/person. **CARRIED**
- 371/14** It was duly moved and seconded that the Chief Administrative Officer be authorised to attend LGMA's CAO Forum in Richmond February 25-27, 2015 at a cost of approximately \$1350.00. **CARRIED**
- 372/14** It was duly moved and seconded that the Travel Report dated December 8, 2014 be received and filed. **CARRIED**
- 373/14** It was duly moved and seconded that the Fire Chief's Report for October 2014 be received and filed. **CARRIED**
- 374/14** It was duly moved and seconded that the Accounts Payable Listing for November 2014 be received and filed. **CARRIED**
- 375/14** It was duly moved and seconded that the Summary of Revenue and Expenses for November 2014 be received and filed. **CARRIED**
- 376/14** It was duly moved and seconded that the Village enter into a three-year contract with the Municipal Insurance Association for property insurance. **CARRIED**
- 377/14** It was duly moved and seconded that the Report from the Finance Officer regarding Property Insurance be received and filed. **CARRIED**
- 378/14** It was duly moved and seconded that the Report from the Finance Officer regarding the Financial Plan Process be received and filed. **CARRIED**

**QUESTION PERIOD**

**ADJOURNMENT** – Motion to adjourn at 7:55 p.m.

Certified Correct \_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Mayor

Confirmed this 14<sup>th</sup> day of January, 2015

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VILLAGE OF PORT ALICE  
**MINUTES OF THE RECREATION COMMITTEE MEETING**  
HELD WEDNESDAY DECEMBER 3, 2014 AT 4:00 PM  
IN THE COUNCIL CHAMBERS AT THE VILLAGE MUNICIPAL OFFICE

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**MEMBERS PRESENT:**

Mayor Jan Allen  
Robert Cousins, Arena Foreman  
Elizabeth Brackett, CC Coordinator

Councillor Marnie Chase  
Councillor Dave Stewart

**ALSO PRESENT:**

Madeline McDonald, CAO

Mayor Allen called the meeting to order at 4:00 pm

**ADOPTION OF THE AGENDA:**

It was duly moved and seconded that the agenda be adopted as presented.

**CARRIED**

**MINUTES:**

It was duly moved and seconded that the minutes of the November 5, 2014 Recreation Committee Meeting be adopted as presented.

**CARRIED**

**REPORTS**

It was duly moved and seconded that the following recommendation go forward to Council:

**THAT** the Village purchase an ice-edging machine from Vimar at a cost of up to \$5750, plus shipping and taxes, in the 2015 budget cycle using surplus funds from the 2014 Arena budget.

**CARRIED**

It was duly moved and seconded that the Arena Foreman's Monthly Report for November 2014 be received and filed.

**CARRIED**

It was duly moved and seconded that the Community Centre Coordinator's Monthly Report for November 2014 be received and filed.

**CARRIED**

It was duly moved and seconded that the Community Centre Attendance Statistics for November 2014 be received and filed.

**CARRIED**

It was duly moved and seconded that the Service Canada be invited to host information sessions at the Community Centre in February or March.

**CARRIED**

It was duly moved and seconded that the Dec 1, 2014 Report re: Service Canada be received and filed.

**CARRIED**

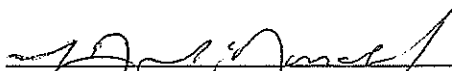
**MATTERS FOR DISCUSSION**

**Christmas Eve Activities** 2:00 pm until 5:00 pm - All activities will be free of charge. There will be cookie decorating, a Christmas movie and skating with hot chocolate .

**Christmas Tree Light Up**

Next year there should be an M.C. to host the Light Up event and hot chocolate should be served as soon as people arrive, to give them a warm welcome when they arrive on a cold evening.

**Adjournment:** Meeting adjourned at 4:35 p.m.

  
Chief Administrative Officer

  
Committee Member

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**VILLAGE OF PORT ALICE**  
**MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING**  
HELD THURSDAY, December 4, 2014 AT 3:30 PM  
IN THE COUNCIL CHAMBERS AT THE VILLAGE MUNICIPAL OFFICE

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**MEMBERS PRESENT:** Mayor Jan Allen  
Councillor Christine Martin  
Councillor Doug Worthington  
Gord Ward, Public Works Foreman  
Ted Dryka, Assistant Public Works Foreman

**ALSO PRESENT:** Madeline McDonald, CAO

**ABSENT:** Councillor David Stewart

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Mayor Allen called the meeting to order at 3:30 pm

**ADOPTION OF THE AGENDA:**

It was duly moved and seconded that the agenda be adopted as presented.

**CARRIED**

**MINUTES:**

It was duly moved and seconded that the Minutes of November 6, 2014 Public Works Committee meeting be adopted as presented.

**CARRIED**

**REPORTS:**

It was duly moved and seconded that the Public Works Foreman Monthly Report for November 2014 be received and filed.

**CARRIED**

It was duly moved and seconded that the December 3, 2014 Report regarding the Wood Stave Water Reservoir be received and filed.

**CARRIED**

It was duly moved and seconded that the Village forward the November 17<sup>th</sup> Golder Report to the Ministry of Environment with a request for permission to undertake an annual STP bypass for maintenance purposes for a further five years.

**CARRIED**

It was duly moved and seconded that the December 3, 2014 Report regarding Maintenance at the Sewage Treatment Plant be received and filed.

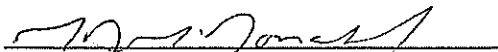
**CARRIED**

**CORRESPONDENCE:**

It was duly moved and seconded that the November 17, 2014 letter from Golder & Associates regarding Maintenance at the Sewage Treatment Plant be received and filed.

**CARRIED**

**ADJOURNMENT:** Meeting adjourned at 4:00 p.m.

  
Chief Administrative Officer

  
Committee Member



RECEIVED

DEC 16 2014



Excellent health and care for everyone,  
everywhere, every time.

December 5, 2014

Jan Allen  
PO Box 130  
Port Alice BC V0N 2N0

Dear Mayor Allen:

Please accept our congratulations on your acclamation as Mayor of Port Alice.

We know you share Island Health's commitment to providing high quality health care to your community. We look forward to continuing to work with you and your Council on behalf of your residents.

If you should have questions or concerns at any time, please do not hesitate to contact the Office of the President and Chief Executive Officer at (250) 370-8692.

Once again, congratulations.

Sincerely,

Don Hubbard  
Board Chair

Dr. Brendan Carr  
President & Chief Executive Officer

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**John Horgan**  
Juan de Fuca  
Room 201  
Parliament Buildings  
Victoria, BC V8V 1X4

**Constituency Office:**  
#122-2806 Jacklin Road  
Victoria, BC V9B 5A4  
Phone (250) 391-2801  
Fax (250) 391-2804



**Selina Robison**  
Coquitlam-Maillardville  
Room 201  
Parliament Buildings  
Victoria, BC V8V 1X4

**Constituency Office:**  
102-1108 Austin Avenue  
Coquitlam, BC V3K 1X4  
Phone (604) 933-2001  
Fax (604) 933-2002

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**DEC 16 2014**

Mayor Allen and Council  
Village of Port Alice  
Box 130  
Port Alice, BC V0N 2N0

December 08, 2014

Dear Mayor Allen and Council,

Congratulations on your recent election. As Leader of the Opposition and the Spokesperson for Local Government, we thank you for your dedication and commitment, and for the work you will do in service of your community.

You have a big task before you. You already know that it is a rewarding task, and one that is absolutely vital to our province and our democracy. Local governments are part of the foundation of British Columbia and you play a key role in building a strong, vibrant, resilient and sustainable province for all British Columbians.

Your perspective and insight are important to us. You know the reality on the ground in your communities. We respect your understanding and knowledge of the issues facing your constituents.

We have been listening carefully to local governments around the province. It is a challenging time for you and your colleagues. The issues you are dealing with are increasingly complex, yet resources are dwindling despite high need, downloading of responsibilities from senior levels of government, and pressure to do more with less.

We understand these challenges and believe that local governments need to be invited to the table with the Province to explore how different levels of government can work together to meet the needs of our citizens. We are here to work in partnership with you to create healthy, safe, and prosperous communities.

Selina Robinson, our Opposition Spokesperson for Local Government, is your contact on the team. You can reach Selina by phone at 250-953-4701 in Victoria, 604-933-2001 in Coquitlam, or by email at [Selina.Robinson.mla@leg.bc.ca](mailto:Selina.Robinson.mla@leg.bc.ca). We look forward to hearing from you.

We are grateful to have committed individuals like yourselves as colleagues. We look forward to working with you as you fulfill your terms in office.

We wish you and your families all the very best for the holiday season.

Sincerely,



John Horgan  
Leader  
New Democrat Official Opposition



Selina Robinson  
Spokesperson for Local Government and Sports



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DEC 16 2014

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中华人民共和国驻温哥华总领事馆  
The Consulate General of the People's Republic of China in Vancouver

3380 Granville Street, Vancouver, B.C.  
Canada V6H 3K3

Tel: 604-731-6963  
Fax: 604-736-4343

December 9, 2014

Jan Allen, Mayor  
1061 Marine Drive  
Port Alice, BC  
V0N 2N0

Dear Jan Allen,

Warmest congratulation to your worship being re-elected as Mayor.

Canada is among the first western countries to establish diplomatic ties with the People's Republic of China. In this early November, Prime Minister Stephen Harper successfully paid his third official visit to China. The leaders from both countries reached broad consensus on deepening bilateral cooperation and signed cooperation agreements worth as much as 2.5 billion Canadian dollars and announced a Joint List of Outcomes covering a wide range of areas, charting a roadmap for future bilateral cooperation.

I am confident that under your leadership and with your dedication and support, the cooperation and friendship between Port Alice and cities in China will be further strengthened. I look forward to

working closely with your worship.

Yours sincerely,

A handwritten signature in black ink, consisting of stylized Chinese characters. The characters appear to be '刘飞' (Liu Fei), written in a cursive style.

H. E. LIU Fei  
Consul General (with Rank of Ambassador) of the P.R.C. in  
Vancouver



# Island Coastal

December 12, 2014

VIA EMAIL and MAIL

## TRUST

Mayor Jan Allen  
Village of Port Alice  
Box 130  
Port Alice, BC V0N 2N0

Dear Mayor Allen,

Congratulations on being acclaimed Mayor for the Village of Port Alice!

We would like to take this opportunity to welcome you back as a member of the Island Coastal Economic Trust, and specifically, to the North-Island Sunshine Coast Regional Advisory Committee. By Provincial legislation, you are automatically a member of the North-Island Sunshine Coast Regional Advisory Committee (NISCRAC).

*NISCRAC meeting dates for 2015*

Please take note that tentative meeting dates for 2015 are February 6<sup>th</sup>, May 8<sup>th</sup> and October 30<sup>th</sup>.

***We look forward to seeing you at the next scheduled meeting for the NISCRAC on Friday, February 6, 2015, in the Beaufort Room at Courtenay's Coast Westerly Hotel and Convention Centre at 10:00 am.***

There will be a brief orientation for new members from 9:00 – 9:45, so there will be no access to the meeting room until 9:45 am. Please note that you are welcome to attend the orientation session, should you wish to do so. As usual, coffee, juice and snacks will be available at that time.

*Board of Directors elections*

The recent municipal elections in BC created two vacancies on the Board of Directors, whose members are elected from the North Island Sunshine Coast Regional Advisory Committee. Consequently, we will be holding elections at the February 6<sup>th</sup> meeting. Our plan is to hold the meeting from 10:00 to 12:00 noon to conduct elections to be followed by regular NISCRAC business. Lunch will be served at 12:00 or shortly after the conclusion of NISCRAC business.

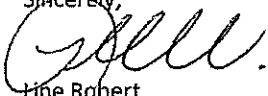
Any NISCRAC member (except Members of the Legislative Assembly) may submit their own name or nominate fellow NISCRAC members for election to the ICET Board of Directors. This may be done on the day of the election or prior to the election. All nominations must be seconded. Nominated members will be provided with the opportunity to speak for a few minutes. If there are more than two nominees for the ICET Board Director positions, a ballot shall be distributed and voting will take place at the meeting.

Please take note that the ICET Board meets approximately 9-10 times per year, usually on the third Friday of the month. Meetings are held in Courtenay from 9:30 am to early afternoon. Should you be elected to one of the two Board positions on February 6<sup>th</sup>, you will be expected to attend the February 20<sup>th</sup> Board meeting.

Should you have any questions regarding the February 6<sup>th</sup> meeting, please do not hesitate to contact Denice Regnier, ICET Project and Corporate Administrator, at 250-871-7797 ext. 230.

We all look forward to seeing you in the New Year.

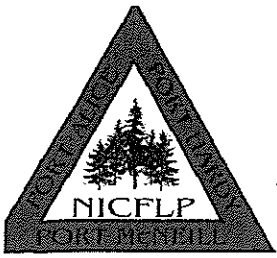
Sincerely,



Line Robert  
Chief Executive Officer

201A, 2435 Mansfield Drive, Courtenay, BC V9N 2M2  
t 250 871-7797 f 250 331-0962  
www.islandcoastaltrust.ca





# NORTH ISLAND COMMUNITY FOREST LP

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RECEIVED

DEC 16 2014

December 12, 2014

Village of Port Alice  
P.O. Box 130  
Port Alice, BC  
V0N 2N0

**Attention:** Shareholder of the North Island Community Forest Limited Partnership

Dear Shareholder:

**Re:** North Island Community Forest Limited Partnership Dividend

Please find enclosed a dividend cheque in the amount of One Hundred Thousand (\$100,000.00) Dollars from the North Island Community Forest Limited Partnership (NICFLP).

Thank you

Gordon Glover, RPF  
Chair, NICFLP Board

Pc: Mayor Shirley Ackland - Town of Port McNeill  
Mayor Hank Bood - District of Port Hardy  
NICFLP Directors

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## Vancouver Island North

Village of Port Alice  
 ATTN: Madeline McDonald  
 Box 130  
 Port Alice, BC V0N 2N0

Sent via email to: [mmcdonald@portalice.ca](mailto:mmcdonald@portalice.ca)  
 Cc: Pat English via email: [penglish@rdmw.bc.ca](mailto:penglish@rdmw.bc.ca)

December 23, 2014

RE: Vancouver Island North Tourism Advisory Committee 2015 Municipal Appointment

Dear Madeline,

The Municipal Appointment position on the Vancouver Island North Tourism Advisory Committee (VINTAC) for the Village of Port Alice has a member serving for an annual term. Jim Overland was appointed to the Village of Port Alice's VINTAC position for the 2014 calendar year. With the year coming to a close, this letter serves as a request for appointment to the tourism advisory committee for the 2015 term.

As a reminder, the VINTAC is a committee of the Regional District of Mount Waddington and the following suggestions have been made for municipal appointments:

- 1) Consider sending an operator to represent the municipality
- 2) You can exercise your right not to appoint an individual to specifically represent the municipality, although you can resurrect representation if you feel it necessary at any time, just communicate it in writing
- 3) Establish who is already representing your community on the committee and determine an individual that is complimentary to the existing representation  
 2015 VINTAC Membership list included

The VINTAC Governance document is on the following page and shows the role of the committee as an advisor to the RDMW regarding regional tourism matters. Where the document references the Contracted Service Provider, this includes my role as Tourism Coordinator and support services through Tourism Vancouver Island, the current contractor.

Please reply with a letter of confirmation indicating the individual that the Village of Port Alice will be appointing to the VINTAC for the 2015 term.

If you have any questions on this, please do not hesitate to contact me.  
 Thank you for your time and assistance.

*Joli White*

Joli White  
 Tourism Coordinator, Vancouver Island North

Vancouver Island North Tourism • Box 728, 7250 Market Street • Port Hardy, BC V0N 2P0

250-902-8281 • [www.vancouverislandnorth.ca](http://www.vancouverislandnorth.ca)

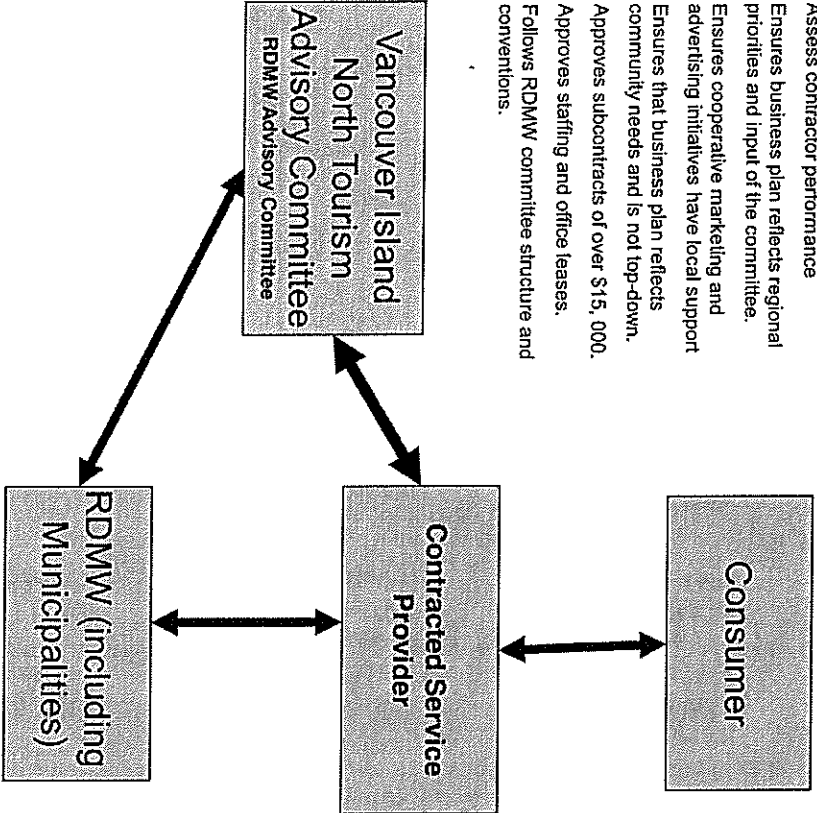


# Vancouver Island North

**The Committee**  
 Local operator-led membership  
 Advises RDMW on plan

- Assess contractor performance
- Ensures business plan reflects regional priorities and input of the committee.
- Ensures cooperative marketing and advertising initiatives have local support
- Ensures that business plan reflects community needs and is not top-down.
- Approves subcontracts of over \$15,000.
- Approves staffing and office leases.
- Follows RDMW committee structure and conventions.

Schedule "B"  
 Revised 2009-2010 Vancouver Island North Tourism structure.



**Consumer**

**Contracted Service Provider**

**RDMW (including Municipalities)**

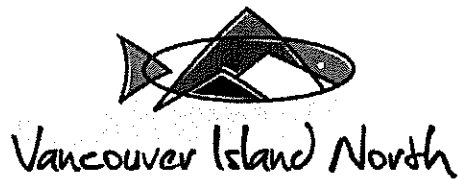
**Vancouver Island North Tourism Advisory Committee**  
 RDMW Advisory Committee

**The Contracted Service Provider(s)**

- Interpret committee's directions
- Prepares provisional plans and budgets
- Manages staff and office
- Manages cooperative marketing, private sector cashflow
- Manages product development and projects
- Manages the DMO Vancouver Island North
- Acts as Secretary to VINTAC
- Prepares VINTAC funding proposals for RDMW.
- Submits monthly activity report and all VINTAC minutes to RDMW.

**Regional District:**

- Contract Management (AHRTs, grant aid, taxation requisition)
- Appoints VINTAC membership, prescribes Terms of Reference and approves annual plans
- Monitors deliverables and cashflow through the Economic Development Manager.
- Reviews VINTAC governance structure annually



## 2015 VINTAC Membership, pending Municipal Appointments

Position	First Name	Last Name	Regional Representation	Business/Association	Term
Tourism Stakeholder	Andrew	Jones	Port McNeill & Area A	Kingfisher Wilderness Adventures	2015-2016
Tourism Stakeholder	Mike	Kelly	Port Hardy	Tides & Tales Sport Fishing	2015-2016
Tourism Stakeholder	Lillian	Hunt	Alert Bay	U'mista Cultural Centre	2015-2016
Tourism Stakeholder	Carrie	Davis	Port Hardy	Quarterdeck Resort	2015-2016
Tourism Stakeholder	Steve	Emery	Area D & Area A	North Island Kayaks	2015-2016
First Nations	Conrad	Browne		Gwa'sala-'Nakwaxda'xw	2014-2015
RDMW	<i>Pending appointment</i>				Annual
Strategic Appointment	Donna	Gault	Port Hardy	Tourism Port Hardy	2014-2015
Strategic Appointment	David	Mitchell	Regional	Community Futures	2014-2015
Strategic Appointment	Cathy	Denham	Regional [Port McNeill & Area B]	North Island Daytrippers	2014-2015
Strategic Appointment	Roger	McDonell	Area D [Telegraph Cove]	Stubbs Island Whale Watching	2014-2015
Municipal Appointment	<i>Pending appointment</i>				Annual
Municipal Appointment	<i>Pending appointment</i>				Annual
Municipal Appointment	<i>Pending appointment</i>				Annual
Municipal Appointment	<i>Pending appointment</i>				Annual

## 2015 VINTAC Meeting Calendar

Meeting Date	Activities	Location
Monday January 19	Chair & Vice Chair Election; Marketing Activity Report; VINTAC Terms of Reference; VINTAC Code of Professional Conduct & Conflict of Interest Guidelines; 2015 Meeting Calendar Confirmation; Strategic Sector Tourism Report; Organizational Review Terms of Reference; Marketing Update	Port McNeill 10:30 AM - 1 PM Sportsman Steakhouse
Monday March 30	Marketing Update; 2015 VIN Guide; Municipal & RDMW Tourism Interview Results; Awareness & Desirability Survey Results; Financial Review	Port Hardy 11 AM - 1:30 PM
Thursday April 30	Marketing Update; Financial Review	Port McNeill 10:30 AM - 12 PM [Prior to Season Launch]
Monday & Tuesday October 5 & 6	Marketing Update; Marketing Critical Review; Planning Session: 2016 Marketing Plan 2016-2018 Strategic Business Plan; VINTAC 2015 membership - Strategic Appointments; Financial Review  <i>Business &amp; Marketing Plans due for November Ec Dev meeting</i>	Port Hardy 11 AM - 4:30 PM & Port McNeill 10:30 AM - 4:30 PM
Monday November 2	Marketing Update; Proposed 2016 Marketing Plan for Recommendation; 2016-2018 Strategic Business Plan for Recommendation; Financial Review  <i>Business &amp; Marketing Plans due for November Ec Dev meeting</i>	Port Hardy 11 AM - 1:30 PM
Monday December 7	2016 VINTAC Calendar; Committee Recommendations for 2016-2017 Term; Chair Election Recommendations from 2015 Committee; Marketing Update; Financial Review	Port McNeill 10:30 AM - 1 PM





## REPORT TO COUNCIL

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**TO:** Council  
**FROM:** Mayor  
**DATE:** January 12, 2015  
**SUBJECT:** Monthly Report

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### DECEMBER 2014

#### **Monday, December 1**

- Village of Port Alice Inaugural Meeting

#### **Wednesday, December 3**

- Village of Port Alice Recreation Meeting

#### **Thursday, December 4**

- Village of Port Alice Public Works Meeting

#### **Wednesday, December 10**

- Village of Port Alice Council Meeting

#### **Tuesday, December 16**

- Regional District of Mt. Waddington Board Meeting, Port McNeill

#### **Thursday, December 18**

- Judging of Christmas Lights

#### **Saturday, December 20**

- Santa's Visit & Magic Show at the Community Centre

With respect,

*Jan Allen*

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Mayor Jan Allen

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**To:** Mayor & Council  
**From:** Chief Administrative Officer  
**Date:** January 12, 2015  
**Subject:** Regular Report

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### Community Centre Casual Employees

Andrea Holmes has resigned from her position as a Community Centre Activity Supervisor Casual, leaving us with one Casual Employee for the Community Centre. Currently, there are very few hours being made available to Casual Employees at the Community Centre. It is recommended that Andrea's position remain vacant, in which case no action is required.

### Habitat Conservation Trust Foundation Grants

The Provincial Court can order that contributions be made to the Habitat Conservation Trust in lieu of fines for pollution offences; the Court may also mandate where the funds are spent. All funds must be spent on fish or wildlife conservation projects and are restricted to land-based or freshwater habitats. A recent court order requires that Neucel Specialty Cellulose pay \$174,000 to the Trust for habitat projects within the North Island. Those funds are due by September 2015, after which they may be made available to eligible projects. Council may wish to consider projects which would satisfy the Fund's mandate and put those funds back to work within the community.

### New Building Canada Fund – Small Communities Fund

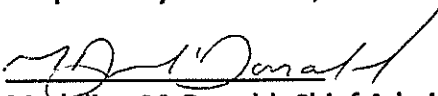
Build Canada applications are due February 16, 2015. One application per community will be accepted for 2/3 funding of eligible expenses for the following project categories:

- Drinking Water
- Wastewater (includes Storm Water)
- Green Energy
- Solid Waste Management
- Highway & Major Roads
- Public Transit
- Brownfield Redevelopment
- Connectivity and Broadband
- Local & Regional Airports
- Disaster Mitigation
- Innovations
- Shortline Rail
- Short Sea Shipping

### Sewage Treatment Plant Update

As a result of the November 2014 report from Golder and Associates, staff met with local waste water treatment operator Paul Getman to consider how the Sewage Treatment Plant could be reconfigured to solve our maintenance problems. A conceptual drawing was prepared proposing the removal of the biological contactor drum and the addition of additional aeration tanks to retrofit to add redundancy to the system and an RFP was issued on BC Bid. If a qualified proponent comes forward with an acceptable proposal to reconfigure the plant, it could form the basis of a Build Canada Grant in time for the February intake. An update will be provided on February 11<sup>th</sup>.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Madeline McDonald".

Madeline McDonald, Chief Administrative Officer

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# VILLAGE OF PORT ALICE

## REPORT TO COUNCIL

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**To:** Mayor & Council  
**From:** Chief Administrative Officer  
**Date:** January 8, 2015  
**Subject:** Policy Manual Update

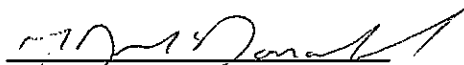
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Policies are adopted by Council from time to time to provide guidance to the staff and to the public as to how specific matters are to be handled. Internal policies affect staff and Council and external policies extend to the public. Policies can become more or less relevant over time and should be amended as required.

A recent review of the current Policy Manual has led to the following recommendations; a separate motion is required for each action:

Number	Title	Purpose	Issue	Recommendation
1.2.a	Coat of Arms Committee	To appoint a Committee to develop a Civic Coat of Arms	Coat of Arms adopted in 1998; Policy is redundant	RESCIND
4.2.a	Technology Improvement	To ensure that computer equipment & software is reviewed for currency every 1.5 years	Redundant; updates are reviewed annually at budget time	RESCIND
5.1.e	Long Service Awards	To award silver/gold pins to employees for years of service	Has not been practised for many years; materials are cost prohibitive	RESCIND
5.1.h	Annual Gift Certificates	To present employees with gift certificates at Christmas time	Needs to be updated to reflect current practise	ADOPT AS AMMENDED
5.1.l	Arena Apparel	To provide policy for uniforms for the arena staff	Draft form, to be adopted	ADOPT
8.2.b	Community Centre & SeaVac Bookings	To provide policies for recreation bookings	To add ability to waive fees for local memorials	ADOPT AS AMMENDED

Respectfully submitted,

  
Madeline McDonald  
Chief Administrative Officer

**RECOMMENDATION:  
RESCIND  
POLICY NO. 1.2.a**

# VILLAGE OF PORT ALICE POLICY MANUAL

**TITLE:** Coat of Arms Committee  
Terms of Reference

**CODE:** 1.2.a

**APPROVED BY:** Coat of Arms Committee

**Date:** March 30, 1998

**PURPOSE:** To outline the Coat of Arms Committee's specific roles and responsibilities for developing a Civic Coat of Arms.

**POLICY:**

**1. Composition:**

The Committee shall consist of the following:

- |                          |                 |
|--------------------------|-----------------|
| Harvey Richardson, Chair | Ardie Bazinet   |
| Laura Goatham            | Evelyn Hartford |
| James Thackray, Staff    |                 |

In the absence of the Chairman, the Committee Members present and constituting a quorum (being 3) will choose from amongst themselves, a Chair, to act as an alternate.

**2. Staff Support:**

Staff's primary function to the Committee is to act in a support/advisory role.

**3. Meetings:**

The Committee shall meet twice per month, minimum, to deal with the issues of a Coat of Arms. Other meetings may be held as required.

**4. Role:**

- a) To evaluate and make recommendations on establishing and requesting a Grant of Arms from the Canadian Crown.
- b) To solicit Community input, where prudent, in order to design the Coat of Arms.
- c) To suggest and encourage Community input on the different parts of the Arms.

**5.** Other related issues may, from time to time, be delegated to the Committee for its consideration.

**6.** The Committee will liaise from time to time with Council.

**RECOMMENDATION:  
RESCIND  
POLICY NO. 4.2.a**

**VILLAGE OF PORT ALICE**

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**POLICY MANUAL**

**TITLE: Technology Improvement Policy**

**CODE: 4.2.a**

**APPROVED BY:**

**Date: April 19, 1999**

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**PURPOSE:** To update and improve the technological tools and systems used by the municipality.

**REFERENCES:** Annual Budget Cycle

**POLICY**

1. To ensure that computer systems, accounting information systems, and the electronic based information systems are reviewed a minimum of every 1 ½ years.
2. The review to be completed by the Management Group.
3. Once completed, those items considered obsolete by the Management Group will be recommended for technological update to Council within the annual Budget cycle.

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**RECOMMENDATION:  
RESCIND  
POLICY NO. 5.1.e**

**VILLAGE OF PORT ALICE  
POLICY MANUAL**

**TITLE:** Long Service Recognition Policy **CODE: 5.1.e**  
**APPROVED BY:** Management Group **Date: May 12, 1999**  
**(Amended: Mar.27/00)**  
**RESCINDED January 14, 2015**

**PURPOSE:** To award all employees / fire fighters / SAR Volunteers for long and faithful service to the Village of Port Alice.

**REFERENCES:** Annual Budget

**POLICY:**

1. To qualify for a long service award, the person must have been in the service of the Municipality on January 1, 1999. In exceptional circumstances, other persons with past municipal service may be recognized.
2. The starting point will be 10 years, and will be retroactive for all current employees, fire fighters and SAR volunteers to the nearest number of years already served (eg. if 14 years @ December 31<sup>st</sup>, 1998, then 10 year award).
3. Service is to be calculated to December 31<sup>st</sup> of the immediately preceding year.
4. An annual Awards Ceremony will take place June 16<sup>th</sup>, the date of Municipal Incorporation, or as near to that date as possible.
5. Awards:
  - a) 10 years – Bronze Pin and Framed Certificate
  - b) 15 years – Silver Pin and Framed Certificate
  - c) 20 years – 20 Year Gold Pin
  - d) 25 years – Gold Pin with one (1) small diamond\*
  - e) 30 years – 15 year bar to long service medal and Gold Pin with second small diamond\*
  - f) 35 years – Gold Pocket Watch and Gold Pin with third small diamond\*
- \* Gold Pin awarded at 20 years to be returned for addition of stones at 25 Years, and 5 year increments thereafter.
6. Upon retirement, an employee in good standing, after a minimum of ten (10) years service, is entitled to a Service Plaque.
7. Administrative Assistant to coordinate the program in consultation with Management Group.



**VILLAGE OF PORT ALICE**

**RECOMMENDATION:  
ADOPT POLICY 5.1.h  
AS AMENDED**

**POLICY MANUAL**

**TITLE:** Volunteer and Employee Christmas Gift Certificates

**CODE:** 5.1.h

**APPROVED BY:** Council

**Date:** 11 February 2003

**Amended:** 12 November 2003

**Amended:** 14 January 2015

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**PURPOSE:** To authorise the distribution of Christmas Gift Certificates.

**POLICY:**

1. Annually, the Council will distribute Gift Certificates in the amount of \$50.00 to Village Employees and Volunteer Employees.
2. The Gift Certificates shall be from a Port Alice business or businesses.
3. The criteria to receive the Certificate is to be a current Village Employee or to be a member of the Port Alice Volunteer Fire Department in good standing.

**VILLAGE OF PORT ALICE****OLD VERSION TO BE  
UPDATED****POLICY MANUAL****TITLE:** Volunteer and Employee Christmas Gift Certificates **CODE: 5.1.h****APPROVED BY: Council****Date: 11 February 2003  
Amended: 12 November 2003**

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**PURPOSE:** To establish who is to receive a Christmas Gift Certificate, which can be redeemed at any Port Alice retail business.

**POLICY:**

1. Annually, the Council will determine if a Certificate will be offered, and if so the value thereof.
2. The criteria to receive the Certificate is to be a current member of:
  - a. Port Alice Volunteer Fire Department;
  - b. Port Alice Volunteer Ambulance Department;
  - c. RCMP Auxiliary;
  - d. Emergency Coordinator; and
  - e. Heritage Coordinator.

<b>RECOMMENDATION: ADOPT POLICY 5.1.L</b>
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**VILLAGE OF PORT ALICE**  
**POLICY MANUAL**

**TITLE: Arena Apparel Policy**

**CODE: 5.1.L**

**APPROVED BY: DRAFT**

**DATE APPROVED:  
AMENDED:**

**PURPOSE:** (a) To ensure consistent and appropriate attire for recreation staff, and  
(b) To specify employee and employer responsibilities regarding uniforms.

**POLICY**

**1. Attire**

- a. All Arena staff members are to arrive at work in clean, appropriate clothing in good condition, along with CSA approved safety footwear. Thought should be given to the scheduled activities for a given shift.
- b. Staff jackets are to be worn for all events involving out of town participants, except when performing tasks that would damage the jackets.

**2. Uniform Allotment**

- a. **Regular Icemaking Staff:** All regular staff will be provided (1) work jacket and (2) pairs of coveralls.
- b. **Casual Staff/rink attendant:** All casual staff/rink attendant will have a staff jacket available to them during their shift.
- c. **Replacement:** Uniforms will be replaced by the employer as necessary due to regular wear and use, or in the event that an article is damaged at work in the course of regular duties. Uniforms will be replaced at cost to the employee if damaged outside of work.
- d. **Extra uniform items:** An employee may purchase extra uniform items when another order is being placed. Upon the written request of an employee, the employer may pay 50% of the cost of the extra uniform items requested. The employer contribution toward extra uniform items will be dependent on budget and at the discretion of the Chief Financial Officer.
- e. Uniform items will not be stocked, and therefore will have a delay in procurement. The employer may wait to place an order for replacement or extra items, at their discretion, or in the event of multiple new hires.

**Village of Port Alice – Arena Apparel Policy****3. Employee Responsibilities**

The employee is responsible for:

- a. Cleaning and maintaining staff jackets.
- b. Taking due care to protect uniform items from damage (ie. removing jackets and using coveralls when appropriate).
- c. Notifying the employer of the need for replacement items.
- d. Determining the size of articles to be ordered.
- e. Providing all other aspects of attire not specified under “Uniform Allotment”.

**4. Employer Responsibilities**

The employer is responsible for:

- a. Ordering uniform items in a timely manner.
- b. Providing employees with at least three (3) days notice of the opportunity to purchase extra uniform items.

\*\*\*\*\* END \*\*\*\*\*

**RECOMMENDATION:  
ADOPT POLICY 8.2.b**

**VILLAGE OF PORT ALICE  
POLICY MANUAL**

**TITLE: Community Centre and SeaVAC room bookings**

**CODE: 8.2.b**

**APPROVED BY: DRAFT**

**DATE APPROVED:**

**PURPOSE:**

1. To ensure fairness in priority of booking rooms
2. To provide a process for the waiving of booking fees
3. To establish minimum booking periods, where applicable
4. To establish cancellation guidelines
5. To establish fees to cover repairs to damage done during an event, and cleaning beyond the normal duties of janitorial staff.

**POLICY**

**1. Priority**

- a. Paying customers will have priority over users with waived fees, with the exception of funerals for local residents where booking fees have been waived.
- b. Regular or long-term events will have priority over single-occurrence events.

**2. Memorials for Local Residents**

Booking fees and set up fees will be waived for funerals or memorial services held in honour of local residents, upon request. Cleaning Deposits and Security Deposits may be applied at the discretion of Village staff.

**3. Minimum Length of Booking**

Events that occur outside of regular operating hours will be charged a minimum of two (2) hours.

**4. Cancellation**

Users will be charged in full for room bookings, unless notice is provided:

- a) One (1) full business day in advance for bookings occurring within regular operating hours.
- b) Four (4) full business days in advance for bookings occurring fully or partially outside of regular operating hours.

**4. Fees to cover repair and excess cleaning**

- a) In the event that the facility is damaged beyond normal wear as determined by the Village of Port Alice, the cost to repair or replace the damaged items, including supplies and labour, will be added to the rental fee.
- b) In the event that the facility is left untidy and requires cleaning beyond normal janitorial duties, the cleaning fee (set in the User Fees and Charges bylaw) will be applied to the rental fee.





## VILLAGE OF PORT ALICE REPORT TO COUNCIL

**To:** Mayor & Council  
**From:** Finance Officer  
**Date:** January 5, 2015  
**Subject:** Port Alice 50<sup>th</sup> Reunion

The Village of Port Alice was incorporated on June 11, 1965 as a District, and B.C.'s first instant municipality. A committee called the Port Alice 50<sup>th</sup> Year Reunion Association was formed as a society in the fall of 2014. The Port Alice 50<sup>th</sup> Year Reunion Association has set up a Facebook page with itinerary and registration information.

At the Village of Port Alice Council Meeting on November 22, 2014 the Port Alice 50<sup>th</sup> Reunion Association presented a letter asking for support from the Village of Port Alice as follows:

1. Use of the Port Alice Arena including the kitchen, Community Centre and parking areas;
2. Staff as required;
3. Authorization to use Lion's Park & Marina Overflow parking area for events & camping;
4. Cover the cost of additional portable toilets required for the event (estimate 6);
5. Provide Village of Port Alice pins for the welcome package;
6. Provide a "Special Addition" of the Rumble Sheet for the welcome package;
7. Permission to use the Village Logo on the T-Shirts

Council declined the request for camping and asked staff to prepare a report regarding costs for the remaining requests.

Attached to this report are spreadsheets showing the proposed schedule of events, staffing required and a summary of the costs involved.

**RECOMMENDATIONS:** That Council approves in principal the Port Alice 50<sup>th</sup> Reunion to be held on July 31, 2015 to August 3, 2015.

**And That** Council give permission for the 50<sup>th</sup> Reunion Committee to use the Village of Port Alice logo on their brochures and t-shirts to identify the Village as a funding partner.

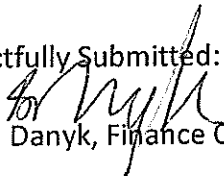
**And That** Council approve \$1,633.00 in direct costs for staffing for the events and \$4,085.00 in in kind costs by waiving the room rental fees for the events.

**And That** Council approve \$414.00 to provide Village of Port Alice pins for the welcome packages.

**And That** Council approve \$535.00 in direct costs to produce a special edition of the Rumble Sheet.

**And That** Council approve \$1,135.00 for extra porta potty rentals for the events.

Respectfully Submitted:

  
 Bonnie Danyk, Finance Officer

**SUMMARY****50th Reunion Costs to Village**

<b>Wages for Friday and Saturday Extra Hours</b>	\$1,633.00
<b>Room Set up and Rental Fee Waived</b>	\$ 4,085.00

<b>Village of Port Alice Pins</b>	\$ 414.00
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**Rumble Sheet Special Edition**

Paper	\$ 55.00	
Colour Printing	\$ 420.00	
B & W Printing	\$ 60.00	
		\$ 535.00

<b>Porta Potty Rentals (6)</b>	\$ 1,135.00
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<b>Total requested of Village of Port Alice</b>	<u>\$7,802.00</u>
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Request to use logo on Brochures



**STAFFING REQUIRED****Friday July 31, 2015**

Arena 11:30 am to 12:30 am	Robert	11:30-7:30	8	\$	296.00
	Artur	7:00-12:30	5.5	\$	176.00

Community Centre 11:30 am to 9:30 pm		11:30-5:00	5.5	\$	176.00
		4:30-9:30	5	\$	125.00

**Saturday August 1, 2015**

Arena 11:30 am to 3:00 am	Robert	11:30-7:30	8	\$	296.00
	Artur	7:00 - 3:00	8	\$	256.00

Community Centre 10:30 am to 5:00 pm			6.5	\$	208.00
Community Centre 5:00 to 9:00 to supervise display			4	\$	100.00

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\$ 1,633.00

**SCHEDULE**

<b>VENUE</b>	<b>EVENT</b>	<b>HOURS OF EVENT</b>	<b>HRS. REQUIRED</b>
<b>Arena</b>	Event set up Jul. 27 - 31st	Mon - Friday:Bus. Hrs	30
<b>Friday, July 31st</b>	<b>Event</b>	<b>Hours of Event</b>	<b>Hrs. Required</b>
Lower Curling Lounge	Guest Registration	12:00 p.m. - 9:00 p.m.	9
Upper South Exit	Opening/Ribbon Cutting Ceremonies	7:00 p.m. - 7:30 p.m.	0.5
Skating Surface	Meet & Greet Mixer	7:30 p.m. - 12:00	4.5
<b>Hours Required</b>			<b>44</b>
<b>Com. Centre</b>	Event set up Jul. 27 - 31st	Mon - Friday:Bus. Hrs	10
<b>Friday, July 31st</b>	<b>Event</b>	<b>Hours of Event</b>	<b>Hrs. Required</b>
Com. Centre Gym	Memorabilia on Display	12:00 p.m. - 9:00 p.m.	9
<b>Hours Required</b>			<b>19</b>
<b>VENUE</b>	<b>EVENT</b>	<b>HOURS OF EVENT</b>	<b>HRS. REQUIRED</b>
<b>Saturday, Aug. 1st</b>			
Com. Centre gym	Guest Registration	11:00 p.m. - 4:00 p.m.	0
Com. Centre Gym	Memorabilia on Display	11:00 p.m. - 4:00 p.m.	0
Larry Pepper Room	High Tea	11:00 p.m. - 4:00 p.m.	5
	Clean up	4:00 p.m. - 5:00 p.m.	1
Skating Surface	Beer Garden	12:00 p.m. - 5:00 p.m.	5
Skating Surface	Dinner	6:00 p.m. - 9:00 p.m.	3
Upper Curling Lounge	Children's Social & Dance	8:00 p.m. - 11:00 p.m.	0
Skating Surface	Adult Dance	9:00 p.m. - 2:00 a.m.	5
	Evacuate - Clean up (**see note)	2:00 a.m. - 3:00 a.m.	1
<b>Hours Required</b>			<b>20</b>
Tennis Court	Event set up Aug. 1st	8:00 a.m. - 12:00 p.m.	4
Tennis Court	Children's Events	12:00 p.m. - 4:00 p.m.	4
Tennis Court	Clean up	4:00 p.m. - 6:00 p.m.	2
<b>Hours Required</b>	<b>Committee Hours</b>		<b>10</b>
<b>VENUE</b>	<b>EVENT</b>	<b>HOURS OF EVENT</b>	<b>HRS. REQUIRED</b>
<b>Sunday, Aug. 2nd</b>			
Lion's Park	Event set up Aug. 2nd	8:00 a.m. - 12:00 p.m.	4
Lion's Park	Children's Events	12:00 p.m. - 4:00 p.m.	4
Lion's Park	Wind up Bar-b-Que	12:00 p.m. - 4:00 p.m.	4
Lion's Park	Clean up		4
<b>Hours Required</b>	<b>Committee Hours</b>		<b>16</b>
<b>Grand total Village staff hours required</b>			<b>83</b>
<b>less regular hours July 27 - 31st</b>			<b>-40</b>
<b>Total event extra hours</b>			<b>43</b>

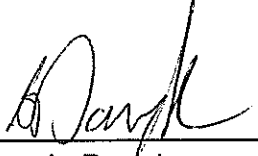
**NOTE: \*\*\*Final clean up of Arena & Community Centre areas done during regular business hours on Tuesday, August 4th**

**VILLAGE OF PORT ALICE  
ACCOUNTS PAYABLE LISTING FOR DECEMBER 2014**

Total Payment of Accounts:	\$54,563.97
Wages Payable:	<u>\$42,115.91</u>
<b>Total Accounts Payable Listing</b>	<b><u><u>\$96,679.88</u></u></b>

If you have any questions regarding the cheques on this month's Accounts Payable Listing, please ask me.

Respectfully submitted

  
\_\_\_\_\_  
Bonnie Danyk  
Finance Officer

7-Jan-15

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Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void	
042956	001	03/12/2014	D-048	DANYK, BONNIE	Election 2014	Election Meals Nov	75.00		75.00		
042957	001	03/12/2014	F-021	FOUR STAR WATERWOR	44581	Chlorine	219.52		219.52		
042958	001	03/12/2014	G-041	GYPSY WAGON COURIE	996890	Daytimer Pick Up	18.90		18.90		
042959	001	03/12/2014	H-006	HOME HARDWARE	187455	Plumbing Supplies	148.99		148.99		
042960	001	03/12/2014	M-005	MINISTRY OF FINANC	November Coup	November School Ta	34.97		34.97		
042961	001	03/12/2014	M-011	MINISTER OF FINANC	93347979	Purolator Charges	151.84		151.84		
042962	001	03/12/2014	M-129	MCDONALD MADELINE	Election 2014	Election Meals Nov	75.00		75.00		
042963	001	03/12/2014	Q-001	QUATSINO CHALET	238	Meal Ticket	16.50		16.50		
042964	001	03/12/2014	S-049	SHOPRITE MARINE &	221663	Leaf Blower	330.35		330.35		
042965	001	03/12/2014	S-151	SEA TO SKY NETWORK	7515	Back Up Agent - No	44.80		44.80		
042966	001	04/12/2014	C-125	CASH (VILLAGE OF P	Xmas Float	Extra float for Xm	50.00		50.00		
042967	001	08/12/2014	B-150	BRACKETT, ELIZABET	Cookie Night	Cookie Night Suppl	60.86		60.86		
042968	001	08/12/2014	F-005	F.P. FOODS LIMITED	XMas Gift Cer	Gift Certificates	1,950.00		1,950.00		
042969	001	08/12/2014	R-112	ROBERGE, DENISE	Dec CC Pick U	CC Pick ups for Xm	31.46		31.46		
042970	001	11/12/2014	S-018	SCOTIABANK	30195 5494435462 708355 83QZC-23A42-1 5494447683 Cemetary Lic 5494481274 474795 CC Gingerbrea 5494501898 Bargain Shop 1740319	EOCP Exam - TD CC Printer Ink Corded Phone for C Business Cards Office Chairs Cemetary Licence F Off Supplies and A PW & Marina Cell Gingerbread Houses Office Supplies Lights for Tree Li Extension Cords	204.75 284.80 12.14 88.19 167.91 53.00 98.47 112.00 199.60 44.98 143.34 44.74		1,453.92		
042971	001	11/12/2014	S-018	SCOTIABANK	CivicInfo PW & Marina C Nov Webhost 1 LGLA x5 Flowers for D	Strategic Planning PW & Marina Cell November Webhostin Newly Elected Trai Port McNeill Flori	157.50 112.00 19.04 1,496.25 124.60			1,909.39	
042972	001	18/12/2014	O-345	ORACH ENTERPRISES	772 784	Studge Removal Port-a-Potty Renta	837.90 595.35			1,433.25	
042973	001	18/12/2014	A-045	ALSCO UNIFORM & LI	LNAN437854	PW Coveralls	68.35		68.35		
042974	001	18/12/2014	A-062	ALLEN JAN	Xmas lights	Xmas lights and Ca	229.26		229.26		
042975	001	18/12/2014	B-061	BROOKS BAY CABLE C	Dec 2014	Internet for VO CC	448.00		448.00		
042976	001	18/12/2014	B-150	BRACKETT, ELIZABET	359560	CC Supplies	183.59		183.59		
042977	001	18/12/2014	C-010	CAN.UNION OF PUBLI	PR# 25&26	CUPE Dues - Dec 20	819.95		819.95		
042978	001	18/12/2014	C-080	BRANDT TRACTOR LTD	5537790	Muffler Parts for	693.39		693.39		
042979	001	18/12/2014	D-003	DISTRICT OF PORT H	8162 8166	Building Inspector Building Inspectio	905.18 592.80			1,497.98	
042980	001	18/12/2014	E-017	EXCEL PEST SOLUTIO	3799	Regular Pest Contr	89.25		89.25		
042981	001	18/12/2014	G-051	GUINDON, JANEL C	Ford Bursary	Ian Ford Bursary R	250.00		250.00		
042982	001	18/12/2014	H-006	HOME HARDWARE	187241	ArenalCC Supplies	245.30		245.30		
042983	001	18/12/2014	K-001	K & K ELECTRIC LTD	KKE-051836	Xmas and Street Li	1,655.55		1,655.55		

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
042984	001	18/12/2014	M-011	MINISTER OF FINANC	93363213	Purolator Deliveri	125.44		125.44	
042985	001	18/12/2014	M-129	MCDONALD MADELINE	211457	Work Boots	53.76		53.76	
042986	001	18/12/2014	M-170	MCKAY, ASHLEY	Pension Refun	Refund for Pension	531.79		531.79	
042987	001	18/12/2014	N-072	NORTH ISLAND WASTE	Nov Garbage	November Garbage C	6,187.65		6,187.65	
042988	001	18/12/2014	P-089	PRAXAIR DISTRIBUTI	19806472	Monthly Cylinder	59.05		59.05	
042989	001	18/12/2014	P-090	PORT ALICE GAS INC	Prpane dec14 Prpane Dec14	Arena Propane CC Propane Nov 201	1,980.56 567.57		2,548.13	
042990	001	18/12/2014	P-101	PORT ALICE PETROLE	346 352 360	PW Oil Arena Propane Tank PW Fuel	43.58 311.49 1,713.68		2,068.75	
042991	001	18/12/2014	R-002	RECEIVER GENERAL F	Novpp#2 Ded PP 26 Deducti	Nov PP#2 Deduction PP#26 Deductions	5,614.49 6,196.07		11,810.56	
042992	001	18/12/2014	R-003	REGIONAL DISTRICT	14-359	Truck Weigh	12.00		12.00	
042993	001	18/12/2014	R-112	ROBERGE, DENISE	210817	Christmas Decorati	12.03		12.03	
042994	001	18/12/2014	S-026	STRYKER ELECTRONIC	IN098195	Ammonia Leak Repai	401.53		401.53	
042995	001	18/12/2014	S-151	SEA TO SKY NETWORK	7587	IT Assistance	159.93		159.93	
042996	001	18/12/2014	T-055	TOURISM VANOUVER I	2257	Visitors Guide 201	1,758.75		1,758.75	
042997	001	18/12/2014	U-018	UPS CANADA	875450281	CourierBrokerage	34.01		34.01	
042998	001	18/12/2014	V-002	VICTORIAN STEAK HO	830499	Advance Election M	26.20		26.20	
042999	001	18/12/2014	W-345	WALLPEPPER DESIGNS	4181	2015 Marina Passes	203.57		203.57	
043000	001	18/12/2014	X-001	XEROX CANADA LTD	F46793540	Copy Charges Oct 2	312.38		312.38	
043001	001	18/12/2014	Z-001	ZEP SALES AND SERV	9001308310	Urinal Screen	20.20		20.20	
043002	001	18/12/2014	F-005	F.P. FOODS LIMITED	286971 287069 288414 288722 289717 289760 289926 291054 291104 291637 292027 292775	CC Supplies VO Supplies CC Cooking Supplie CC Janitor Supplie CC Cooking Class S VO Supplies CC Cooking Class S CC Cooking Class S PW Supplies VO Supplies CC Supplies VO Coffee Supplies	14.13 4.05 23.34 13.00 12.84 8.07 4.79 23.64 94.75 4.05 10.54 4.05		217.25	
043003	001	18/12/2014	F-005	F.P. FOODS LIMITED	611244 611648 293109 292917 293163 293604 295728 295980 297832 298040 595992 595991	Coffee Supplies VO Coffee Supplies CC Xmas Program Su VO Janitorial Supp CC Xmas Baking Sup VO Coffee Supplies VO Supplies Coffee Supplies VO Janitorial Supp CC Xmas Tree Light Mela Tickets x 2 Meal Ticket x 1	4.05 2.35 19.51 7.83 13.99 4.05 4.05 4.05 14.12 54.30 33.00 16.50		177.80	
043004	001	18/12/2014	F-005	F.P. FOODS LIMITED	611773 612689 613284 613345 613539 614220 614742	Coffee Supplies VO Supplies PW Coffee Supplies Arena Supplies CC Cooking Class S VO Supplies CC Supplies	2.35 13.04 8.82 6.37 6.92 8.85 16.09		88.02	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					615347	CC Janitorial Supp	1.88			
					615542	VO Coffee Supplies	4.05			
					615416	CC Cooking Supplie	1.88			
					616109	VO Coffee Supplies	4.05			
					616372	CC Cooking Class S	13.72			
043005	001	18/12/2014	F-005	F.P. FOODS LIMITED	623674	PW Cat Chow & Blea	41.47		153.87	
					616801	Arena Tea Supplies	6.99			
					617333	PW Supplies	11.06			
					617341	CC Supplies	15.67			
					617618	Coffee Supplies	4.05			
					617847	CC Supplies	2.59			
					618012	CC Xmas Program Su	10.84			
					618400	VO Supplies	4.05			
					618899	CC Cooking Class S	26.63			
					618931	CC Cooking Class S	11.22			
					618901	CC Supplies	19.30			
043006	001	18/12/2014	G-052	GOLDER ASSOCIATES	651347	STP Bypass Assista	5,250.00		5,250.00	
043007	001	18/12/2014	B-003	BC HYDRO	103007823773	BC Hydro	636.38		2,083.79	
					105007826759	BC Hydro	19.54			
					400002383642	BC Hydro	1,427.87			
043008	001	19/12/2014	C-075	COLTON, GWEN & MIT	Christmas1	1st Prize Christma	150.00		150.00	
043009	001	19/12/2014	D-043	DRYKA, TED & SHERR	Christmas2		100.00		100.00	
043010	001	19/12/2014	o-012	OVERLAND, BONNIE &	Christmas3		50.00		50.00	
043011	001	23/12/2014	B-004	TELUS	Dec Phone	December Phone Cha	104.39		1,320.62	
					Dec phone 14	December Phone Cha	1,216.23			
043012	001	23/12/2014	L-075	LETITIA ENGLUND	Website Main	Website Maintenanc	54.00		54.00	
043013	001	23/12/2014	O-018	OGREN, KEVIN	Xmas Magic Sh	XMas Magic Show	350.00		350.00	
043014	001	31/12/2014	C-172	CAMPBELL RIVER SAF	10839	6 Yrs Extinguisher	1,134.96		1,134.96	
043015	001	31/12/2014	F-005	F.P. FOODS LIMITED	619485	CC Xmas Supplies	37.94		224.07	
					298598	CC Program Supplie	6.58			
					619625	VO Coffee Sepplies	4.05			
					619728	CC Xmas Supplies	24.36			
					298686	CC Program Supplie	18.68			
					619731	CC Program Supplie	3.99			
					619878	Xmas BWS	9.75			
					620020	VO Coffee Supplies	4.05			
					299577	Seniors Dinner	85.17			
					299794	Xmas Seniors Dinne	8.95			
					299699	VO Coffee Supplies	4.05			
					595990	Meal Ticket	16.50			
043016	001	31/12/2014	F-005	F.P. FOODS LIMITED	620496	CC Program Supplie	12.23		347.56	
					620782	CC Xmas Supplies	103.39			
					621170	VO Paper Towel	61.60			
					621120	VO Coffee Supplies	4.05			
					621329	Xmas BWS	28.99			
					621423	Xmas BWS	130.94			
					621435	CC Supplies	6.36			
043017	001	31/12/2014	M-138	MCCORMICK, KATHY	012	Office Janitorial	600.00		600.00	
043018	001	31/12/2014	T-008	TOWN OF PORT MCNEI	20140232	Serwer Flushing	220.05		640.05	
					20140239	Sewer Sludge	420.00			
043019	001	31/12/2014	V-002	VICTORIAN STEAK HO	865903	Fire Dept Xmas Din	910.88		910.88	
043020	001	31/12/2014	C-089	CAMERON, KEVIN	Dec Em Coord 1	Dec 2014 Emergency	200.00		200.00	
Total:							54,563.97	0.00	54,563.97	

**VILLAGE OF PORT ALICE**  
**SUMMARY OF REVENUE & EXPENSES FOR DECEMBER 2014**

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Attached is the detailed report of Revenue and Expenditures for December 2014. The following summary is an analysis relating to specific general ledger accounts for Council's information & questions:

1 The ideal amount of revenue received and expenditures paid from January to December is:

**100.00%**

2 Actual year to date (surplus)/deficit is as follows:

Fund	Revenues	Expenditures	Total
General	\$ (2,212,199.64)	\$ 1,631,314.38	\$ (580,885.26)
Water	\$ (104,889.32)	\$ 129,378.62	\$ 24,489.30
Sewer	\$ (121,080.47)	\$ 110,283.37	\$ (10,797.10)
<b>(Surplus)/deficit</b>	<b>\$ (2,438,169.43)</b>	<b>\$ 1,870,976.37</b>	<b>\$ (567,193.06)</b>

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 310,000.00	\$ 308,678.48	100%
[b]	P.W. General	112 120 0101	\$ 244,000.00	\$ 267,047.52	
	P.W. Dump	112 130 0101	\$ 18,000.00	\$ 11,798.49	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ 709.34	
	P.W. Boulevards	112 150 0101	\$ 10,000.00	\$ 2,495.50	
	P.W. Dykes	112 150 0102	\$ 3,500.00	\$ 368.15	
	P.W. Water	212 120 0101	\$ 25,000.00	\$ 15,037.32	
	P.W. Sewer T.P.	312 120 0101	\$ 20,000.00	\$ 20,455.14	
	P.W. Sewer Dist.	312 120 0102	\$ 8,000.00	\$ 3,522.13	
	<b>Sub Total</b>		<b>\$ 330,000.00</b>	<b>\$ 321,433.59</b>	<b>97%</b>
[c]	Recreation	112 160 0101	\$ 97,000.00	\$ 98,061.08	101%
[d]	Arena	112 170 0101	\$ 120,000.00	\$ 119,812.42	100%
[e]	Com. Centre	112 180 0101	\$ 35,500.00	\$ 35,082.43	99%

Respectfully submitted



Bonnie Danyk, Finance Officer

7-Jan-15

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
<b>REAL PROPERTY TAXES</b>					
111000100	GENERAL TAXATION	1,223,200.08-	1,223,200.08-	1,223,200.00-	0.08
111000101	UTILITY TAX	45,505.53-	45,505.53-	45,000.00-	505.53
111000102	GRANT-IN-PLACE OF TAXES	2,770.25-	2,770.25-	2,000.00-	770.25
	TOTAL REAL PROPERTY TAXES :	1,271,475.86-	1,271,475.86-	1,270,200.00-	1,275.86
<b>SALES OF SERVICE &amp; GOODS</b>					
1111000100	GARBAGE RATES & PENALTIES	61,924.22-	61,924.22-	69,500.00-	7,575.78-
1111000102	GARBAGE RATES SENIORS DISCOUNT	54.38	54.38	700.00	645.62
	TOTAL SALES OF SERVICE & GOODS:	61,869.84-	61,869.84-	68,800.00-	6,930.16-
<b>RECREATION SUPPLIES &amp; SERVICES</b>					
1111000210	RUMBLE SHEET REVENUE	2,109.56-	2,109.56-	2,000.00-	109.56
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	9,793.00-	9,793.00-	9,000.00-	793.00
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	205.55-	205.55-	0.00	205.55
1111000218	RECREATION PROGRAMS	215.00-	215.00-	0.00	215.00
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	6,656.79-	6,656.79-	5,000.00-	1,656.79
1111000220	TOURISM REVENUE	23.00-	23.00-	500.00-	477.00-
	TOTAL RECREATION SUPPLIES & SERVICE :	19,002.90-	19,002.90-	16,500.00-	2,502.90
<b>RECREATION FACILITIES RENTAL REVENUE</b>					
1111000310	ARENA REVENUE	14,832.10-	14,832.10-	15,000.00-	167.90-
1111000311	ARENA SKATE SHOP CLOTHING & NOVELTIE	237.00-	237.00-	0.00	237.00
1111000320	COMMUNITY CENTRE REVENUE	13,169.41-	13,169.41-	14,000.00-	830.59-
1111000330	SEA VIEW ACTIVITY CENTER	32.00-	32.00-	2,000.00-	1,968.00-
	TOTAL REC. FACILITIES RENTAL REVENUE :	28,270.51-	28,270.51-	31,000.00-	2,729.49-
<b>OTHER REVENUE FROM OWN SOURCES</b>					
<b>LICENCES &amp; PERMITS</b>					
1111100110	BUSINESS LICENCE FEE REVENUE	11,909.55-	11,909.55-	5,000.00-	6,909.55
1111100120	DOG LICENCES/FINES	815.00-	815.00-	500.00-	315.00
1111100130	PERMITS:BUILDING/BURNING	1,640.00-	1,640.00-	2,500.00-	860.00-
	TOTAL LICENCES & PERMITS :	14,364.55-	14,364.55-	8,000.00-	6,364.55
<b>OTHER REVENUE</b>					
1111100220	SCHOOL TAX ADMINISTRATION FEE	2,486.21-	2,486.21-	2,500.00-	13.79-
1111100225	COMMUNITY FOREST REVENUE	200,000.00-	200,000.00-	0.00	200,000.00
1111100230	INTEREST M.F.A. INVESTMENTS	18,362.15-	18,362.15-	20,000.00-	1,637.85-
1111100231	BANK BALANCE INTEREST	1,354.67-	1,354.67-	0.00	1,354.67
1111100240	TAX PENALTIES	6,726.96-	6,726.96-	5,000.00-	1,726.96
1111100241	TAX ARREARS INTEREST	6,302.45-	6,302.45-	3,500.00-	2,802.45
1111100243	TAX CERTIFICATES - Com.Charter - Sec	720.00-	720.00-	0.00	720.00
1111100244	M.I.A.-2011 DIVIDENDS & RISK MANAGEM	1,582.00-	1,582.00-	0.00	1,582.00
1111100246	RECYCLING REVENUE	4,810.80-	4,810.80-	3,500.00-	1,310.80
1111100247	TAX SALE ADMIN & FILING FEES	73.70	73.70	500.00-	573.70-
1111100250	MISCELL. REVENUE	9,524.75-	9,524.75-	500.00-	9,024.75
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	1,180.05-	1,180.05-	1,000.00-	180.05
1111100254	BOAT LAUNCH SIGN (ADVERTISING)	0.00	0.00	100.00-	100.00-
1111100255	RUMBLE BEACH MARINA PARKING FEES	10,254.13-	10,254.13-	3,800.00-	6,454.13
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	2,677.74-	2,677.74-	1,500.00-	1,177.74
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	243.55-	243.55-	0.00	243.55
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	1,095.31-	1,095.31-	100.00-	995.31
1111100262	Link River Improvements	22,000.00-	22,000.00-	0.00	22,000.00
	TOTAL OTHER REVENUE :	289,247.07-	289,247.07-	42,000.00-	247,247.07
<b>TRANSFER FROM OTHER GOVERNMENTS</b>					
<b>PROVINCIAL GOVERNMENT &amp; OTHER GRANTS</b>					
1111200110	SMALL COMMUNITY GRANT	195,922.00-	195,922.00-	197,150.00-	1,228.00-
1111200111	RDMW - AHART FUNDING - BROCHURE	1,519.00-	1,519.00-	2,500.00-	981.00-
1111200113	PEP-EMERGENCY & FIRST RESPONDERS FUN	4,695.98-	4,695.98-	0.00	4,695.98
1111200115	MUNICIPAL INSURANCE ASSOCIATION-SIGN	0.00	0.00	1,300.00-	1,300.00-
1111200120	CARIP-Carbon Tax 12	1,958.79-	1,958.79-	1,900.00-	58.79
1111200122	CANADA SUMMER JOBS-INFO CENTRE STUDE	2,052.00-	2,052.00-	3,600.00-	1,548.00-
1111200123	ICE-T: BOAT LAUNCH & DOCK UPGRADES	140,000.00-	140,000.00-	140,000.00-	0.00
1111200125	NEW DEAL - GAS REVENUE	41,821.14-	41,821.14-	83,000.00-	41,178.86-
1111200128	LITERACY NOW - LEGACIES 2010 - V.I.	0.00	0.00	2,000.00-	2,000.00-
	TOTAL PROVINCIAL GRANTS :	387,968.91-	387,968.91-	431,450.00-	43,481.09-



For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
<b>FEDERAL GOVERNMENT</b>					
1111200217	C.S.T:BOAT LAUNCH & DOCK UPGRADES	140,000.00-	140,000.00-	10,000.00-	130,000.00
	TOTAL FEDERAL GRANTS :	140,000.00-	140,000.00-	10,000.00-	130,000.00
<b>TRANSFER FROM SURPLUS &amp; TEMP. BORROWING</b>					
1111300010	APPROPRIATION FROM SURPLUS [2013]	0.00	0.00	8,000.00-	8,000.00-
1111300012	APPROPRIATION FROM CAPITAL SURPLUS (	0.00	0.00	34,800.00-	34,800.00-
1111300013	APPROP.FROM GAS TAX RESERVE	0.00	0.00	32,000.00-	32,000.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	0.00	0.00	74,800.00-	74,800.00-
	GRAND TOTAL GENERAL FUND REVENUE :	2,212,199.64-	2,212,199.64-	1,952,750.00-	259,449.64
<b>COLLECTIONS FOR OTHER GOVERNMENTS</b>					
1111500100	PROVINCIAL GOVT SCHOOL TAX	428,600.92-	428,600.92-	0.00	428,600.92
1111500110	REGIONAL DIST. OF MT. WADDINGTON	132,817.61-	132,817.61-	0.00	132,817.61
1111500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	56,867.03-	56,867.03-	0.00	56,867.03
1111500140	B.C. ASSESSMENT AUTHORITY	19,317.91-	19,317.91-	0.00	19,317.91
1111500150	MUNICIPAL FINANCE AUTHORITY	35.10-	35.10-	0.00	35.10
1111500160	POLICE TAX	57,608.52-	57,608.52-	0.00	57,608.52
	TOTAL TRANSMISSION OF TAXES :	695,247.09-	695,247.09-	0.00	695,247.09
	GRAND TOTAL GENERAL FUND REVENUE:	2,907,446.73-	2,907,446.73-	1,952,750.00-	954,696.73
<b>EXPENDITURES</b>					
<b>GENERAL GOVERNMENT</b>					
<b>ADMINISTRATION</b>					
1120000100	COUNCIL INDEMNITY	32,888.30	32,888.30	33,000.00	111.70
1120000101	OFFICE STAFF SALARIES & BENEFITS	308,678.48	308,678.48	310,000.00	1,321.52
1120000102	OFFICE STAFF MEDICAL REFERRAL	0.00	0.00	2,000.00	2,000.00
1120000103	WAGE NEGOTIATIONS & STAFF RECRUITMEN	0.00	0.00	2,500.00	2,500.00
1120000104	EDUCATION, TRAINING & SAFETY EXPENSE	6,330.01	6,330.01	9,000.00	2,669.99
1120000105	AUDIT FEES AND EXPENSES	30,979.00	30,979.00	35,000.00	4,021.00
1120000107	PROFESSIONAL DEVELOPMENT	3,929.34	3,929.34	5,500.00	1,570.66
	TOTAL ADMINISTRATION :	382,805.13	382,805.13	397,000.00	14,194.87
<b>OTHER EXPENSES</b>					
1120000201	OFFICE INSURANCE	6,054.93	6,054.93	9,000.00	2,945.07
1120000202	OFFICE TELEPHONE/FAX	6,452.92	6,452.92	7,000.00	547.08
1120000203	OFFICE HYDRO	1,608.15	1,608.15	2,950.00	1,341.85
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	4,668.95	4,668.95	12,500.00	7,831.05
1120000205	OFFICE JANITORIAL CONTRACT	5,760.00	5,760.00	5,900.00	140.00
1120000206	LEGAL FEES	3,506.62	3,506.62	8,000.00	4,493.38
1120000207	IT EXPENSES	15,642.85	15,642.85	16,500.00	857.15
1120000208	COMPUTERS & OFFICE EQUIPMENT	4,517.62	4,517.62	5,000.00	482.38
1120000209	ASSOCIATION DUES/MEMBERSHIPS	1,354.93	1,354.93	2,500.00	1,145.07
1120000301	OFFICE POSTAGE	1,772.06	1,772.06	2,500.00	727.94
1120000302	OFFICE COURIER/FREIGHT CHARGES	58.96	58.96	200.00	141.04
1120000303	OFFICE STATIONERY	3,609.29	3,609.29	5,000.00	1,390.71
1120000304	COMPUTER FORMS & SUPPLIES	674.10	674.10	1,000.00	325.90
1120000305	XEROX LEASE/ADVERTISING	8,215.78	8,215.78	11,500.00	3,284.22
1120000306	OFFICE ALARM MONITORING	263.45	263.45	350.00	86.55
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	13,449.20	13,449.20	20,000.00	6,550.80
1120000402	TOURISM	3,413.76	3,413.76	5,000.00	1,586.24
1120000403	HERITAGE	2,790.22	2,790.22	2,600.00	190.22-
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	618.84	618.84	2,000.00	1,381.16
1120000406	ELECTION EXPENSE	2,610.26	2,610.26	8,000.00	5,389.74
1120000407	MISCELLANEOUS	3,163.53	3,163.53	500.00	2,663.53-
1120000409	ANTIVANDALISM CASH REWARD PROGRAM	0.00	0.00	500.00	500.00
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	270.49	270.49	200.00	70.49-
1120000415	BAD DEBT - UNCOLLECTABLE REVENUE	0.00	0.00	2,000.00	2,000.00
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	1,706.01	1,706.01	2,500.00	793.99
	TOTAL OTHER EXPENSES :	92,182.92	92,182.92	133,700.00	41,517.08
	TOTAL GENERAL GOVERNMENT :	474,988.05	474,988.05	530,700.00	55,711.95
<b>PROTECTIVE SERVICES</b>					
<b>FIRE DEPARTMENT</b>					
1121000101	FIRE FIGHTERS MEMBERS PAY	8,525.00	8,525.00	10,000.00	1,475.00

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	0.00	400.00	400.00
1121000104	FIRE DEPT TRAINING	1,733.70	1,733.70	6,000.00	4,266.30
1121000201	FIRE DEPT INSURANCE	6,839.36	6,839.36	8,200.00	1,360.64
1121000202	FIRE HALL PHONE	1,082.83	1,082.83	1,200.00	117.17
1121000204	FIRE HALL HEAT & LIGHT	3,319.38	3,319.38	4,600.00	1,280.62
1121000205	FIRE HALL MAINT. & FURNISHINGS	32.92	32.92	2,400.00	2,367.08
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	2,780.42	2,780.42	5,700.00	2,919.58
1121000207	FIRE DEPT OPERATING SUPPLIES	14,725.59	14,725.59	17,200.00	2,474.41
1121000208	FIRE CHIEFS' ANNUAL CONVENTION	1,429.23	1,429.23	1,700.00	270.77
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	1,125.43	1,125.43	1,000.00	125.43-
1121000211	FIRE DEPT PROMO	1,039.29	1,039.29	5,000.00	3,960.71
1121000220	RESCUE TRUCK LEASE PAYMENTS	11,984.40	11,984.40	15,100.00	3,115.60
	TOTAL FIRE DEPARTMENT EXPENDITURES :	54,617.55	54,617.55	78,500.00	23,882.45
<b>MUNICIPAL EMERGENCY PROGRAM</b>					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	2,400.00	2,400.00	2,500.00	100.00
1121100102	EMERGENCY PROGRAM SUPPLIES	0.00	0.00	500.00	500.00
1121100104	EMERGENCY PROGRAM TRAINING	513.51	513.51	2,500.00	1,986.49
1121100202	EMERGENCY TELEPHONE	980.26	980.26	1,100.00	119.74
1121100204	M.E.P. EMERGENCY PROGRAM: - ESS TRAI	0.00	0.00	500.00	500.00
1121100205	M.E.P. EMERGENCY PROGRAM: ESS SUPPLI	62.00	62.00	500.00	438.00
	TOTAL MUNICIPAL EMER. PRO. EXP.:	3,955.77	3,955.77	7,600.00	3,644.23
	TOTAL PROTECTIVE SERVICES :	58,573.32	58,573.32	86,100.00	27,526.68
<b>TRANSPORTATION SERVICES</b>					
<b>PUBLIC WORKS DEPARTMENT</b>					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	267,047.52	267,047.52	244,000.00	23,047.52-
1121200102	PUBLIC WORKS MEDICAL REFERRAL	260.00	260.00	2,000.00	1,740.00
1121200103	P.W. COVERALLS & WORKBOOTS	2,989.13	2,989.13	2,500.00	489.13-
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	1,940.04	1,940.04	4,500.00	2,559.96
1121200150	PUBLIC WORKS WAGES CLEARING	4,996.14	4,996.14	0.00	4,996.14-
	TOTAL PUBLIC WORKS WAGES & BENEFITS :	277,232.83	277,232.83	253,000.00	24,232.83-
<b>P.W. YARD &amp; STORES</b>					
1121200201	P.W. INSURANCE	4,654.47	4,654.47	5,500.00	845.53
1121200202	P.W. YARD & STORES - PHONE	1,673.44	1,673.44	2,900.00	1,226.56
1121200203	P.W. YARD & STORES - HYDRO	7,420.27	7,420.27	7,850.00	429.73
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	3,640.28	3,640.28	6,800.00	3,159.72
1121200205	P.W. MAINTENANCE WORKSHOP	177.88	177.88	0.00	177.88-
1121200206	DOG CONTROL SUPPLIES	127.80	127.80	200.00	72.20
	TOTAL P.W. YARD & STORES :	17,694.14	17,694.14	23,250.00	5,555.86
<b>REPAIRS, MAINTENANCE, RENTALS &amp; TOOLS</b>					
1121200301	DITCHES, DRAINS AND STORMSEWERS	177.44	177.44	2,500.00	2,322.56
1121200302	P.W. EQUIPMENT REPAIR & MAINT	27,827.73	27,827.73	30,000.00	2,172.27
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	69.17	69.17	2,500.00	2,430.83
1121200306	PARKS - MAINTENANCE	6,364.97	6,364.97	10,000.00	3,635.03
1121200307	DOCK & BOAT LAUNCH EXPENSES	16,084.18	16,084.18	12,000.00	4,084.18-
1121200308	P.W. SMALL TOOLS/EQUIPMENT	2,728.21	2,728.21	3,000.00	271.79
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS :	53,251.70	53,251.70	60,000.00	6,748.30
<b>ROADS, STREETS, HIGHWAY &amp; SIDEWALKS</b>					
1121200401	ROADS, STREETS AND LANES	7,883.39	7,883.39	14,000.00	6,116.61
1121200402	SIDEWALKS	77.04	77.04	1,000.00	922.96
1121200403	MUNICIPAL HIGHWAY	17,038.80	17,038.80	24,000.00	6,961.20
1121200405	STREET LIGHTS - HYDRO	14,791.12	14,791.12	16,000.00	1,208.88
1121200406	STREET LIGHTS - MAINTENANCE	2,149.75	2,149.75	3,000.00	850.25
1121200407	STREET & TRAFFIC SIGNS	326.91	326.91	2,000.00	1,673.09
1121200408	BRIDGE REPAIR & MAINTENANCE	0.00	0.00	750.00	750.00
	TOTAL ROADS, ST., HWY, & SIDEWALKS :	42,267.01	42,267.01	60,750.00	18,482.99
	TOTAL PUBLIC WORKS DEPARTMENT :	390,445.68	390,445.68	397,000.00	6,554.32
<b>ENVIRONMENTAL HEALTH SERVICES</b>					
1121300101	TRANSFER STATION WAGES	11,798.49	11,798.49	18,000.00	6,201.51
1121300102	TRANSFER STATION PEST CONTROL	1,040.00	1,040.00	1,200.00	160.00
1121300103	TRANSFER STATION OPERATING	24,147.16	24,147.16	30,000.00	5,852.84
1121300104	RECYCLING DEPOT WAGES	12,000.00	12,000.00	12,000.00	0.00
1121300105	GARBAGE COLLECTION	70,716.00	70,716.00	70,500.00	216.00-
	TOTAL ENVIRONMENTAL HEALTH SERVICES :	119,701.65	119,701.65	131,700.00	11,998.35

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
<b>PUBLIC HEALTH &amp; WELFARE</b>					
1121400101	CEMETERY WAGES	709.34	709.34	1,500.00	790.66
1121400102	CEMETERY SUPPLIES & MAINTENANCE	299.50	299.50	1,500.00	1,200.50
1121400201	BUILDING INSPECTION	3,952.59	3,952.59	4,500.00	547.41
	TOTAL PUBLIC HEALTH & WELFARE :	4,961.43	4,961.43	7,500.00	2,538.57
<b>ENVIRONMENTAL DEVELOPMENT</b>					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	2,495.50	2,495.50	10,000.00	7,504.50
1121500102	BOULEVARD MAINTENANCE	16,592.03	16,592.03	18,000.00	1,407.97
1121500201	PROTECTIVE DIKE SYSTEM WAGES	368.15	368.15	3,500.00	3,131.85
1121500202	PROTECTIVE DIKE SYSTEM -MAINT PLANNI	30,757.50	30,757.50	40,000.00	9,242.50
1121500203	ENVIRONMENTAL MITIGATION (2013= YR #	0.00	0.00	5,000.00	5,000.00
1121500205	DIKE MAINTENANCE	1,764.00	1,764.00	20,000.00	18,236.00
	TOTAL ENVIRONMENTAL DEVELOPMENT :	51,977.18	51,977.18	96,500.00	44,522.82
	TOTAL ENVIRONMENTAL SERVICES :	176,640.26	176,640.26	235,700.00	59,059.74
<b>RECREATION SERVICES</b>					
<b>RECREATION DEPARTMENT</b>					
1121600101	RECREATION DEPARTMENT WAGES & BENEFI	98,061.08	98,061.08	97,000.00	1,061.08-
1121600102	RECREATION DEPT. MEDICAL REFERRAL	0.00	0.00	1,500.00	1,500.00
1121600104	REC. CONFERENCE, EDUCATION & SAFETY	740.40	740.40	1,500.00	759.60
1121600150	RECREATION DEPT. WAGES CLEARING	283.71	283.71	0.00	283.71-
	TOTAL RECREATION DEPT. WAGES/BENEFITS :	99,085.19	99,085.19	100,000.00	914.81
<b>RECREATION PROGRAMS</b>					
1121600302	RECREATION PROGRAMS AND SUPPLIES	5,018.25	5,018.25	8,000.00	2,981.75
1121600304	LITERACY NOW PROGRAM	0.00	0.00	2,000.00	2,000.00
1121600305	RECREATION DEPT. SWEAT/ SHIRT EXPEN	233.55	233.55	1,500.00	1,266.45
1121600306	C.C. COMPUTER LAB	0.00	0.00	2,000.00	2,000.00
1121600307	WEIGHT ROOM EQUIPMENT & REPAIRS	0.43	0.43	0.00	0.43-
1121600308	MISC. MERCHANDISE	0.00	0.00	500.00	500.00
	TOTAL RECREATION DEPARTMENT PROGRAMS :	5,252.23	5,252.23	14,000.00	8,747.77
<b>OTHER RECREATION SERVICES</b>					
1121600402	AID TO PUBLIC HOLIDAYS	5,306.03	5,306.03	4,500.00	806.03-
1121600403	LIBRARY REQUISITION	38,064.00	38,064.00	38,100.00	36.00
	TOTAL OTHER RECREATION DEPT. SERVICES :	43,370.03	43,370.03	42,600.00	770.03-
	TOTAL RECREATION DEPARTMENT SERVICES :	147,707.45	147,707.45	156,600.00	8,892.55
<b>ARENA</b>					
1121700101	ARENA WAGES & BENEFITS	119,812.42	119,812.42	120,000.00	187.58
1121700102	ARENA MEDICAL REFERRAL	0.00	0.00	1,000.00	1,000.00
1121700103	ARENA COVERALLS AND WORKBOOTS	0.00	0.00	1,000.00	1,000.00
1121700104	ARENA CONFERENCE, EDUCATION & SAFETY	622.70	622.70	3,000.00	2,377.30
1121700106	ARENA ALARM MONITORING	450.95	450.95	350.00	100.95-
1121700201	ARENA INSURANCE	16,664.44	16,664.44	16,000.00	664.44-
1121700202	ARENA TELEPHONE	1,185.74	1,185.74	1,500.00	314.26
1121700203	ARENA HYDRO & PROPANE	37,135.22	37,135.22	70,000.00	32,864.78
1121700204	ARENA BUILDING OPERATION & MAINTENAN	14,368.38	14,368.38	15,000.00	631.62
1121700205	ARENA MACHINERY & EQUIPMENT	6,247.16	6,247.16	20,000.00	13,752.84
1121700206	ARENA MISC. SUPPLIES	162.84	162.84	150.00	12.84-
	TOTAL ARENA EXPENDITURES :	196,649.85	196,649.85	248,000.00	51,350.15
	TOTAL ARENA EXPENSES :	196,649.85	196,649.85	248,000.00	51,350.15
<b>COMMUNITY CENTRE</b>					
1121800101	JANITOR SALARIES & BENEFITS	35,082.43	35,082.43	35,500.00	417.57
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	500.00	500.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	350.00	350.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	200.00	200.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	450.95	450.95	350.00	100.95-
1121800201	COMMUNITY CENTRE INSURANCE	6,766.29	6,766.29	6,800.00	33.71
1121800202	COMMUNITY CENTRE TELEPHONE	1,234.58	1,234.58	1,300.00	65.42
1121800203	COMMUNITY CENTRE HEAT & LIGHT	12,522.53	12,522.53	15,000.00	2,477.47
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	9,912.81	9,912.81	13,000.00	3,087.19
	TOTAL COMMUNITY CENTER EXPENDITURES :	65,969.59	65,969.59	73,000.00	7,030.41
	TOTAL COMMUNITY CENTRE EXPENSES :	65,969.59	65,969.59	73,000.00	7,030.41
<b>SEA VIEW ACTIVITY CENTER</b>					

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	2,109.84	2,109.84	1,450.00	659.84-
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	1,229.13	1,229.13	1,300.00	70.87
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	5,991.58	5,991.58	5,500.00	491.58-
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	9,330.55	9,330.55	8,250.00	1,080.55-
<b>DEBT CHARGES</b>					
<b>BANK CHARGES</b>					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	33,907.18	33,907.18	33,900.00	7.18-
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	975.00	975.00	0.00	975.00-
1122100103	BANK CHARGES	3,152.42	3,152.42	5,000.00	1,847.58
	TOTAL DEBT CHARGES :	38,034.60	38,034.60	38,900.00	865.40
	TOTAL FISCAL SERVICES & DEBT CHARGES :	38,034.60	38,034.60	38,900.00	865.40
<b>LAND &amp; OFFICE EQUIPMENT</b>					
1122300108	OFFICE CAP:UPDATE PHONE SYSTEM	1,211.49	1,211.49	6,500.00	5,288.51
1122300150	LAND CAP.:MARINA	17,794.21	17,794.21	30,000.00	12,205.79
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	19,005.70	19,005.70	36,500.00	17,494.30
<b>PUBLIC WORKS</b>					
1122300401	P.W. TRUCK SANDER	0.00	0.00	15,000.00	15,000.00
1122300406	P.W. CULVERT REPAIRS	5,560.84	5,560.84	75,000.00	69,439.16
1122300407	P.W. CAP.:SALT SHED	0.00	0.00	5,000.00	5,000.00
1122300408	P.W. CAP.:REPLACE PICKUP	0.00	0.00	5,000.00	5,000.00
1122300409	P.W. CAP.:BLEACHER REPAIR A DAWSON F	22,896.55	22,896.55	15,000.00	7,896.55-
	TOTAL PUBLIC WORKS CAP. EXPENDITURES :	28,457.39	28,457.39	115,000.00	86,542.61
<b>ARENA</b>					
1122300604	ARENA CAP:MOVE PLAYERS BENCHES	14,500.00	14,500.00	15,000.00	500.00
	TOTAL ARENA CAPITAL EXPENDITURES :	14,500.00	14,500.00	15,000.00	500.00
<b>COMMUNITY CENTER</b>					
1122300701	C.C.CAP.:COMMUNITY CENTRE UPGRADES/F	11,011.94	11,011.94	12,000.00	988.06
	TOTAL COM. CENTER CAPITAL EXPENDITURES :	11,011.94	11,011.94	12,000.00	988.06
	TOTAL CAPITAL EXPENDITURES :	72,975.03	72,975.03	178,500.00	105,524.97
	GRAND TOTAL GENERAL FUND EXPENDITURES :	1,631,314.38	1,631,314.38	1,952,750.00	321,435.62
<b>TRANSMISSION OF TAXES</b>					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	335,762.82	335,762.82	0.00	335,762.82-
1122500110	REGIONAL DISTRICT OF MT. WADDINGTON	132,818.00	132,818.00	0.00	132,818.00-
1122500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	56,867.00	56,867.00	0.00	56,867.00-
1122500140	B.C. ASSESSMENT AUTHORITY	19,317.91	19,317.91	0.00	19,317.91-
1122500150	MUNICIPAL FINANCE AUTHORITY	35.10	35.10	0.00	35.10-
	TOTAL TRANSMISSION OF TAXES :	544,800.83	544,800.83	0.00	544,800.83-
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	2,176,115.21	2,176,115.21	1,952,750.00	223,365.21-
<b>WATER REVENUE FUND</b>					
<b>REVENUE</b>					
2110000101	WATER RATES REVENUE	53,268.65-	53,268.65-	60,000.00-	6,731.35-
2110000102	WATER RATES PENALTIES	961.36-	961.36-	1,000.00-	38.64-
2110000106	Misc Water Revenue	659.31-	659.31-	0.00	659.31
	TOTAL WATER RATES REVENUE :	54,889.32-	54,889.32-	61,000.00-	6,110.68-
<b>TOTAL</b>					
<b>TRANSFERS</b>					
2111200103	APPROPRIATION FROM DEFERRED REVENUE	0.00	0.00	15,000.00-	15,000.00-
2111200105	FEDERAL GRANT: WATER RESERVOIR	50,000.00-	50,000.00-	80,000.00-	30,000.00-
	TOTAL WATER TRANSFERS :	50,000.00-	50,000.00-	95,000.00-	45,000.00-
	GRAND TOTAL WATER REVENUE :	104,889.32-	104,889.32-	156,000.00-	51,110.68-
<b>WATER FUND EXPENDITURE</b>					
2121200101	WATER EQUIP. MAINT. WAGES	15,037.32	15,037.32	25,000.00	9,962.68
2121200201	INSURANCE - WATER SYSTEM	3,113.21	3,113.21	3,025.00	88.21-
2121200301	WATER EQUIP. REPAIR/MAINT.	18,081.84	18,081.84	25,000.00	6,918.16
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	7,975.00	7,975.00
	TOTAL WATER MAINTENANCE EXPENDITURES :	36,232.37	36,232.37	61,000.00	24,767.63
<b>FUNDS TRANSFERS</b>					

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2014  
 To 31/12/2014

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
2122300101	CAP.EXP.:WATER TANK LINER & ROOF - M	7,905.36	7,905.36	15,000.00	7,094.64
2122300102	CAP. EXP.: DIESEL GENERATOR	85,240.89	85,240.89	80,000.00	5,240.89-
	TOTAL DEBT CHARGES & CAPITAL EXPEND. :	93,146.25	93,146.25	95,000.00	1,853.75
	TOTAL WATER FUND EXPENDITURES :	129,378.62	129,378.62	156,000.00	26,621.38
	TOTAL :	129,378.62	129,378.62	156,000.00	26,621.38
<b>SEWER REVENUE</b>					
3110000101	SEWER RATES REVENUE	118,873.54-	118,873.54-	137,000.00-	18,126.46-
3110000103	SEWER RATES PENALTIES	2,304.61-	2,304.61-	2,000.00-	304.61
3110000106	SEWER RATES DISCOUNT	97.68	97.68	1,000.00	902.32
	TOTAL SEWER REVENUE :	121,080.47-	121,080.47-	138,000.00-	16,919.53-
	GRAND TOTAL SEWER FUND REVENUE :	121,080.47-	121,080.47-	138,000.00-	16,919.53-
<b>EXPENDITURES</b>					
3121200101	SEWER TREATMENT PLANT WAGES	20,455.14	20,455.14	20,000.00	455.14-
3121200102	SEWER DIST. SYSTEM WAGES	3,522.13	3,522.13	8,000.00	4,477.87
3121200201	SEWER INSURANCE	6,435.46	6,435.46	6,500.00	64.54
3121200202	SEWER PLANT TELEPHONE EXPENSE	1,155.32	1,155.32	1,200.00	44.68
3121200203	SEWER HYDRO	10,787.36	10,787.36	15,000.00	4,212.64
3121200204	SEWER SUPPLIES & MAINTENANCE	9,778.87	9,778.87	13,000.00	3,221.13
3121200205	SLUDGE DISPOSAL	12,719.84	12,719.84	15,000.00	2,280.16
3121200206	WASTE MANAGEMENT PERMIT FEES	547.02	547.02	600.00	52.98
	TOTAL SEWER OPERATING EXPENSE :	65,401.14	65,401.14	79,300.00	13,898.86
<b>DEBT CHARGES</b>					
3122100101	PRINCIPAL & INTEREST	27,432.75	27,432.75	27,435.00	2.25
	TOTAL DEBT CHARGES (SEWER):	27,432.75	27,432.75	27,435.00	2.25
<b>CAPITAL EXPENDITURES FROM REVENUE</b>					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	6,265.00	6,265.00
3122300104	SEW CAP:LIFT STN PUMP	9,994.48	9,994.48	10,000.00	5.52
3122300105	SEW CAP:PLAN & INSTALL SCREEN SYSTEM	7,455.00	7,455.00	15,000.00	7,545.00
	TOTAL CAP. EXPEND. FROM SEWER REVENUE :	17,449.48	17,449.48	31,265.00	13,815.52
	TOTAL:	13,692.20	13,692.20	0.00	13,692.20-
	REPORT TOTALS:	717,639.32-	717,639.32-	0.00	717,639.32

\*\*\* End of Report \*\*\*



**Port Alice Volunteer Fire Department**  
**Fire Chief's Monthly Report**  
**For the month of November, 2014**


<b>Active Members</b>	<b>21</b>	<b>Number Of False Alarms</b>	<b>0</b>
<b>On Leave</b>	<b>3</b>	<b>Mutual Aid Calls</b>	<b>0</b>
<b>Rescue Calls</b>	<b>0</b>	<b>Lift Assist Calls</b>	<b>2</b>
<b>Fire Calls</b>	<b>0</b>	<b>Public Relation Events</b>	<b>2</b>

**Practices:**

<b>Date</b>	<b>Attendance</b>	<b>Purpose</b>
November 4, 2014	6	Ladder Practice
November 11, 2014	13	5 man evolution/Ladder practice
November 18, 2014	11	5 man evolution /Search and Rescue
November 25, 2014	12	Equipment checks

**Public Relations Events:**

**Situation Responses:**

Fire Chief: 

Administrator: 