

VILLAGE OF PORT ALICE
REGULAR COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY, March 23, 2016 AT 7:00 PM
IN THE PORT ALICE COUNCIL CHAMBERS

CALL TO ORDER

ADOPTION OF AGENDA:

DELEGATIONS:

1. Corporal Foster RCMP to present Quarterly Report.
2. Russell Murray, Oscar Hickes Committee

COUNCIL MINUTES:

1. Minutes of the Regular Council Meeting of March 9, 2016 for adoption PG 3-4

CORRESPONDENCE:

1. March 7, 2016 Email from Tallina McRae, Ministry of Transportation and Infrastructure regarding changes to the guide signs on Highway 19. PG 5-6
2. March 10, 2016 Email from Kathryn Martell, Habitat Conservation Trust Foundation regarding The application for funding for the Port Alice Predator Education and Stewardship Centre. PG 7-8
3. March 8, 2016 Letter from Claire Trevena regarding parking Charges at new hospitals. PG 9-10

REPORTS:

1. Mayor's Report for February 2016 PG 11
2. Accounts Payable Listing for February 2016 PG 13-18

BYLAWS:

1. Village of Port Alice Financial Plan 2016-2020 Bylaw No. 616, 2016 for Second and Third Reading. PG 19-25

QUESTION PERIOD

Adjournment



VILLAGE OF PORT ALICE REGULAR COUNCIL MEETING MINUTES
Held Wednesday March 9, 2016 AT 7:00 PM in the Village Council Chambers

MEMBERS PRESENT:	Mayor Jan Allen Councillor Christine Martin Councillor Doug Worthington Councillor Dave Stewart Councillor Marnie Chase
ALSO PRESENT:	Bonnie Danyk, Finance Officer / Deputy CAO

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

ADOPTION OF AGENDA:

85/16 It was duly moved and seconded that the agenda be adopted as presented. **CARRIED**

DELEGATIONS: Maria Farrell sent her regrets.

MINUTES:

86/16 It was duly moved and seconded that the minutes of the Regular Council Meeting held February 24, 2016 be adopted. **CARRIED**

CORRESPONDENCE:

87/16 It was duly moved and seconded that the correspondence form David Dick be received and filed. **CARRIED**

REPORTS:

88/16 It was duly moved and seconded that staff implement the Tourism Advertising as per the March 2, 2016 report from Trish Weatherall. **CARRIED**

89/16 It was duly moved and seconded that the March 2, 2016 Report from Trish Weatherall regarding Tourism Advertising be received and filed. **CARRIED**

90/16 It was duly moved and seconded that Council supports the Tourism Branding Strategy as per the March 2, 2016 report from Trish Weatherall and requests that a report on cost be brought to a future council meeting. **CARRIED**

91/16 It was duly moved and seconded that the March 2, 2016 report from Trish Weatherall regarding a Tourism Branding Strategy be received and filed. **CARRIED**

92/16 It was duly moved and seconded that the Village advertise for proposals for the Garden for the period of May 1, 2016 to September 30, 2016. **CARRIED**

93/16 It was duly moved and seconded that the Village advertise for proposals to manage the Rumble Beach Marina from June 15, 2016 to September 15, 2016. **CARRIED**

94/16 It was duly moved and seconded that the Emergency Coordinator contract with Maria Farrell be renewed for one more year. **CARRIED**

Village of Port Alice REGULAR COUNCIL Minutes of March 9 2016

95/16 It was duly moved and seconded that the regular report from the Deputy CAO be received and filed. **CARRIED**

96/16 It was duly moved and seconded that the Fire Chief's Report for February 2016 be received and filed. **CARRIED**

BYLAWS:

97/16 It was duly moved and seconded that the Village of Port Alice Council Procedure Bylaw No. 595, 2016 receive Fourth Reading and Adoption **CARRIED**

98/16 It was duly moved and seconded that the Village of Port Alice Financial Plan 2016-2020 Bylaw No. 616, 2016 receive First Reading **CARRIED**

QUESTION PERIOD:

ADJOURNMENT – Motion to adjourn at 7:20 pm

Certified Correct _____
Deputy Chief Administrative Officer

Mayor

Confirmed this 23rd day of March, 2016

Bonnie Danyk

From: Tanya Spafford <info@portalice.ca>
Sent: Monday, March 07, 2016 2:13 PM
To: Bonnie
Subject: FW: request for Guide sign changes
Attachments: _Certification_.txt; Jan 28 2016 - Port Alice letter.pdf; _Certification_.txt

Tanya Spafford
Administrative Assistant
Village of Port Alice
Box 130 Port Alice, BC V0N 2N0
250 284-3391

-----Original Message-----

From: McRae, Tallina TRAN:EX [mailto:Tallina.McRae@gov.bc.ca]
Sent: Monday, March 07, 2016 2:07 PM
To: XT:PortAlice, Village ENV:IN <info@portalice.ca>
Cc: Allwood, Angie TRAN:EX <Angie.Allwood@gov.bc.ca>; Carter, Kevin TRAN:EX <Kevin.Carter@gov.bc.ca>
Subject: RE: request for Guide sign changes

Hello Jan Allen,

I would like to thank you for your letter (which I've attached for reference) dated January 28th 2016, regarding the request for changes to existing guide signs on Hwy 19, north of Campbell River. The type of changes you are requesting are implemented through regional sign programs dictated by our provincial sign shop in Kamloops.

At this time there is a guide sign update program in the works, but on hold temporarily. Should this proceed, I'll review your request at that time.

Sincerely,

Tallina McRae
District Operations Technician & Area Manager Ministry of Transportation and Infrastructure Vancouver Island District - SA03
Telephone: (250) 334 - 6955
Email: Tallina.McRae@gov.bc.ca<mailto:Tallina.McRae@gov.bc.ca>

January 28, 2016

Angie Allwood
Operations Manager
North Island Area
550 Comox Road
Courtenay, BC V9N 3P6

Dear Ms. Allwood:

The Village of Port Alice requests the Ministry of Transportation update the Highway 19 mileage signs heading north of Campbell River.

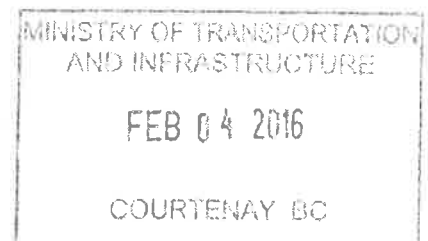
Driving north, from Campbell River on Highway 19, there are approximately 11 signs that indicate the mileage from that specific point to Port McNeill and Port Hardy. There are approximately 3 signs that indicate the mileage to Port Alice. Ideally, Port Alice would be listed on every sign which lists Port Hardy.

Port Alice is a beautiful community that is nestled on Neroutsos Inlet. We are a vibrant community and we would like all travelers to be aware of the mileage distance to visit our incredible Village.

Yours truly,


Mayor Jan Allen

cc Bill Feader, Sr.
Mayor Hank Bood, District of Port Hardy
Mayor Shirley Ackland, Town of Port McNeill
Mayor Michael Berry, Village of Alert Bay
Chair Dave Rushton, Regional District of Mt Waddington



Bonnie Danyk

From: Kathryn Martell <Kathryn.Martell@hctf.ca>
Sent: Thursday, March 10, 2016 12:31 PM
To: mmcdonald@portalice.ca
Subject: RE: HCTF 2016-2017 application 1-645

Follow Up Flag: Follow up
Flag Status: Flagged

Fiscal Year 16-17

Notification of Project Status - Not Approved

10/03/2016

Dear Madeline McDonald,

This email is to advise that your proposal for *Port Alice Predator Education & Stewardship Centre (1-645)* was not approved for funding. The following comments from the Technical Review Committee and the Board are provided for your information.

HCTF Technical Review Committee Comments

Not recommended for funding.

Concerns

The building construction is not within HCTF goals and objectives.

The education component does have value, however this proposal does not provide enough information for the committee to evaluate the education aspects.

HCTF Board Comments

Not approved for funding.

The Board has decided to match this court award amount and create a separate fund of \$348,000, dedicated to fish and wildlife conservation projects on northern Vancouver Island, consistent with the court's direction. This new program will enable these funds to support a diversity of projects dispersed more broadly through the area. We will be developing guidelines and criteria for this fund over the next several months. The proponent is encouraged to resubmit under these new terms of reference when the program launches.

Please note that in planning any future submissions related to this project, you are strongly encouraged to address these comments and suggestions. The Board may not approve future submissions that have not taken these comments into consideration.

Thank you for your interest in the Habitat Conservation Trust Foundation. If you have any questions, please feel free to contact me.

Sincerely,

Kathryn

Kathryn Martell
Manager, Evaluation Program
Habitat Conservation Trust Foundation
250.940.9785 www.hctf.ca

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2015.0.6189 / Virus Database: 4540/11789 - Release Date: 03/10/16

Claire Trevena, MLA
(North Island)
Victoria Office:
Parliament Buildings
Victoria BC V8V 1X4

Community Office:
908 Island Highway
Campbell River BC V9W 2C3
Telephone: 250 287-5100
Facsimile: 250 287-5105
Toll-Free: 1 866 387-5100



**Province of
British Columbia**
Legislative Assembly



Claire Trevena, MLA
(North Island)

8th March, 2016

Hon. Terry Lake
Minister of Health
(sent via email)

Dear Minister Lake,

Residents of the North Island are very pleased that new hospitals are being built in Campbell River and Courtenay to serve the needs of our communities. Despite various concerns about capacity there is great anticipation about next year's opening.

However people are seriously worried about the introduction of parking charges at the hospital. As I have mentioned previously, in Campbell River this will be an anomaly as almost all parking in the community is free. Community leaders and individuals from across the north island have been writing letters about this to both yourself and to the health authority.

Their concerns, as I have expressed in previous correspondence with you and the health authority, are that in addition to dealing with the worry of a hospital visit, their citizens are already dealing with multiple hour car and /or ferry journeys at times in adverse weather to access the hospital. Most hospital goers have no option but to drive to the facility so parking is a necessity, not a luxury.

There is a serious concern about people's ability to pay, the stress that will impose on families and the burden on hospital staff. The justifications given to both myself and other elected officials are not adequate: it seems as if we will have to pay for parking because it occurs at other hospitals. A hospital is an important community resource it should serve the community fully. Clearly this is not happening as can be evinced by the communities' vociferous opposition to paid parking.

.../2

Further there are questions about whether paying for parking would be defined as a barrier to access to health care as defined under the 1984 Health Act and as recommitted by Premiers – including our own – in 2014.

I would hope that you take into account the opposition from across the area the hospital will serve and ensure that parking at the hospital remains free.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Claire Trevena', with a long horizontal flourish extending to the right.

Claire Trevena, MLA
North Island

cc: Mayor Michael Berry, Village of Alert Bay
Mayor Andy Adams, City of Campbell River
Mayor Brad Unger, Village of Gold River
Mayor Jan Allen, Village of Port Alice
Mayor Hank Bood, District of Port Hardy
Mayor Shirley Ackland, Town of Port McNeill
Mayor John MacDonald, Village of Sayward
Mayor Jude Schooner, Village of Tahsis
Mayor Donnie Cox, Village of Zeballos
Chair John MacDonald, Strathcona Regional District
Chair Dave Rushton, Mount Waddington Regional District
Lois Jarvis, Citizens for Quality Healthcare



REPORT TO COUNCIL

TO: Council
FROM: Mayor Jan Allen
DATE: March 21, 2016
SUBJECT: Monthly Report for February 2016

Included below are the meetings attended during the month of February. In my absence from the Village during the first two weeks of February, Councillor Dave Stewart and Councillor Marnie Chase shared my duties.

Tuesday, February 16

- Regional District of Mount Waddington Board Day, Port McNeill

Saturday, February 20

- Village of Port Alice Budget Meeting

Tuesday, February 23

- Meeting with Neucel Management

Wednesday, February 24

- Village of Port Alice In-Camera & Council Meeting

Thursday, February 25

- SeaView School Heritage Fair

Saturday, February 27

- Village of Port Alice Budget Meeting

Respectfully submitted,

Jan Allen

Mayor Jan Allen

**VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR FEBRUARY 2016**

Total Payment of Accounts: \$82,200.80

Wages Payable: \$40,154.23

Total Accounts Payable Listing \$122,355.03

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

Respectfully submitted



Bonnie Danyk
Finance Officer

18-Mar-16

Village of Port Alice
AP Cheque Listing

Cheque #	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
043776	1/2/2016	F-004	FOX'S DISPOSAL SERVICES	14094	Dec Bin rental and Pick ups	\$ 433.39	\$ 433.39
043777	1/2/2016	K-001	K & K ELECTRIC LTD.	27519	Fire Hall Heaters	\$ 120.84	\$ 120.84
043778	1/2/2016	M-011	MINISTER OF FINANCE	93581560	Purolator Charges	\$ 85.41	\$ 85.41
043779	3/2/2016	0-345	ORACH ENTERPRISES LTD	1337	Port-a-Potty Rentals	\$ 595.35	\$ 3,153.16
				1318	Sludge Removal Jan 5, 19, 25	\$ 2,557.81	
043780	3/2/2016	A-045	ALSCO UNIFORM & LINEN SERVICE LTD.	LNAN500424	PW Overalls	\$ 54.15	\$ 107.00
				LNAN502638	PW Coveralls	\$ 52.85	
043781	3/2/2016	B-003	BC HYDRO	107008671963	Sewer Hydro	\$ 19.96	\$ 735.58
				103008703247	Water System Hydro	\$ 715.62	
043782	3/2/2016	B-120	LACUSTA ASHLEY	Family Day16	Family Day Cake	\$ 90.00	\$ 90.00
043783	3/2/2016	D-040	DOR-TEC SECURTIY LTD	15660	CC Alarm Annual Fees	\$ 276.62	\$ 829.86
				15661	Arena Alarm Annual Fees	\$ 276.62	
				15662	VO Alrm Annual Fees	\$ 276.62	
043784	3/2/2016	D-048	DANYK, BONNIE	Phone Jacks	VO Phone Jacks	\$ 15.66	\$ 41.66
				Plan Scanning	RDMW Plan Scanning	\$ 26.00	
043785	3/2/2016	F-047	FARRELL, MARIA	Jan Emerg	January Emerg Coordinator & Cell	\$ 235.00	\$ 235.00
043786	3/2/2016	G-041	GYPSY WAGON COURIER	160111	PW Courier Charges	\$ 113.40	\$ 113.40
043787	3/2/2016	H-006	HOME HARDWARE	209403	Arena paint	\$ 62.44	\$ 62.44
043788	3/2/2016	H-046	HARDY BUILDERS' SUPPLY	51281B	PW Water Supplies	\$ 99.85	\$ 99.85
043789	3/2/2016	M-004	MEDICAL SERVICES PLAN OF BC	Feb 2016 Dues	February Medical Dues	\$ 1,416.00	\$ 1,416.00
043790	3/2/2016	M-138	MCCORMICK, KATHY	01-2016	VO and Tourism Janitorial	\$ 600.00	\$ 600.00
043791	3/2/2016	M-150	MOUNTAIN PEAKS MANAGEMENT CORPORA' 1044		Report on 1116 Matsqui Ave	\$ 409.50	\$ 409.50
043792	3/2/2016	M-153	MAXXAM ANALYTICS	VA947455	Effluent Samples	\$ 47.25	\$ 47.25
043793	3/2/2016	N-072	NORTH ISLAND WASTE MANAGEMENT LTD	Jan16 Garbage	January 2016 Garbage Contract	\$ 6,342.00	\$ 6,342.00

**Village of Port Alice
AP-Cheque Listing**

Cheque #	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice	
						Amount	Paid Amount
043794	3/2/2016	N-089	N.I. INDUSTRIAL AUTO LTD	942-306100	PW Shop Supplies	\$ 721.95	\$ 721.95
043795	3/2/2016	P-031	PORT ALICE RECYCLING SOCIETY	1st Quarter2016	1st Quarter Expenses	\$ 6,000.00	\$ 6,000.00
043796	3/2/2016	P-090	PORT ALICE GAS INC.	Jan16 CC Propan	January 2016 CC Propane	\$ 1,085.05	2,631.45
				Jan 16 A Propan	January Arena Propane	\$ 1,546.40	
043797	3/2/2016	P-101	PORT ALICE PETROLEUM PRODUCTS	1379	Arena Propane & Oil	\$ 290.82	\$ 1,484.16
				1392	PW Fuel	\$ 1,193.34	
043798	3/2/2016	P-152	PLANET CLEAN	41976015	CC Janitorial Supplies	\$ 55.71	\$ 55.71
043799	3/2/2016	S-151	SEA TO SKY NETWORK SOLUTIONS	9549	Feb Back Up Monitoring	\$ 44.80	\$ 44.80
043800	3/2/2016	T-008	TOWN OF PORT MCNEILL	20160040	Sludge Treatment Jan 5, 2016	\$ 420.00	\$ 420.00
043801	3/2/2016	V-003	VOLUNTEER FIREFIGHTERS' ASSOC. OF B.C.	2016 Dues	2016 Membership Renewal	\$ 140.00	\$ 140.00
043802	3/2/2016	W-084	WEATHERALL, TRISH	Ec Dev Mtg	Ec Dev Workshop	\$ 56.15	\$ 56.15
043803	3/2/2016	Z-001	ZEP SALES AND SERVICE OF CANADA	9002051285	Arena & CC Janitorial Supplies	\$ 472.99	\$ 472.99
043804	3/2/2016	C-089	CAMERON, KEVIN	Boots 2016	PW Work Boot Allowance	\$ 150.00	\$ 150.00
043805	3/2/2016	F-005	F.P. FOODS LIMITED	00005825	PW Supplies	\$ 23.73	\$ 138.54
				00005887	Coffee Supplies	\$ 4.05	
				00006512	CC Pizza Night Supplies	\$ 73.45	
				00006799	Coffee Supplies	\$ 4.05	
				00344556	CC Coffee Supplies	\$ 8.99	
				00007750	Coffee Supplies	\$ 4.05	
				00009027	Coffee Supplies	\$ 2.39	
				00009530	Coffee Supplies	\$ 4.15	
				00009868	CC Supplies	\$ 13.68	
043806	3/2/2016	V-039	VANCOUVER ISLAND TREE SERVICE	2409	Removal of two trees	\$ 5,040.00	\$ 5,040.00
043807	4/2/2016	A-076	ACS - ARMBRUST COMPUTER SERVICES	729	CC Computer Repair	\$ 177.48	\$ 177.48
043808	4/2/2016	W-345	WALLPEPPER DESIGNS	4709	Arena Signs - Home & Away	\$ 347.20	\$ 347.20

Village of Port Alice
AP Cheque Listing

Cheque #	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice	
						Amount	Paid Amount
043809	10/2/2016	S-018	SCOTIABANK	5500157977	Office Supplies	\$ 356.05	\$ 989.72
				IN00202425	CC Deep Freeze Software	\$ 387.07	
				Jan16 Webhost	Jan Webhosting	\$ 19.04	
				5500207667	Office and Arena Supplies	\$ 227.56	
043810	10/2/2016	S-018	SCOTIABANK	Dec15 Cell	Marina and PW Cell	\$ 112.00	\$ 1,279.89
				385051	Emergency Radios	\$ 169.31	
				St John Ess Sup	St John ESS Supplies	\$ 300.11	
				5500120471	Office Supplies	\$ 203.04	
				614451	CC Computer Toner	\$ 495.43	
043811	10/2/2016	A-045	ALSCO UNIFORM & LINEN SERVICE LTD.	LNAN498372	PW Coveralls	\$ 52.85	\$ 52.85
043812	10/2/2016	B-003	BC HYDRO	400002596179	Jan Hydro	\$ 9,324.67	\$ 9,324.67
043813	10/2/2016	B-061	BROOKS BAY CABLE CORPORATION	Feb16 Internet	Feb Internet	\$ 448.00	\$ 448.00
043814	10/2/2016	C-010	CUPE-LOCAL 401	Jan16 Dues	January 2016 Union Dues	\$ 743.18	\$ 743.18
043815	10/2/2016	C-109	COUSINS, ROBERT	MFG-198468	Blade Square Assembly	\$ 134.00	\$ 158.62
				Audio Cables	Audio Cables	\$ 24.62	
043816	10/2/2016	F-004	FOX'S DISPOSAL SERVICES	14270	Jan Bin rental and Pick Up	\$ 428.97	\$ 428.97
043817	10/2/2016	H-006	HOME HARDWARE	211511	PW Elbow	\$ 17.77	\$ 17.77
043818	10/2/2016	H-046	HARDY BUILDERS' SUPPLY	512498	Arena Gas Cylinder and Foil Tape	\$ 48.07	\$ 48.07
043819	10/2/2016	M-010	LGMA	16073	CAO Posting, Civicinfo	\$ 208.95	\$ 417.90
				16078	PW Foreman Posting, Civicinfo	\$ 208.95	
043820	10/2/2016	M-104	MARTIN, DANEILLE	Family Day	Family Day Supply Travel Reimbursement	\$ 56.15	\$ 279.96
				FD Supplies	CC Dollar Store Supplies	\$ 223.81	
043821	10/2/2016	M-150	MOUNTAIN PEAKS MANAGEMENT CORP	1045	Treatment Plant Meeting	\$ 204.75	\$ 204.75
043822	10/2/2016	R-002	RECEIVER GENERAL FOR CANADA	Jan16 Deduction	January Deductions	\$ 16,618.51	\$ 16,618.51
043823	10/2/2016	T-057	THE SOURCE	357192	VO, Power Bar22.39	\$ 22.39	\$ 22.39
043824	10/2/2016	U-001	UNION OF B.C. MUNICIPALITIES	C2C Refund	Refund of C2C Funding	\$ 1,862.50	\$ 1,862.50
043825	18/02/16	R-058	ROCKY MOUNTAIN PHEONIX	IN93675	Turn Out Gear	\$ 1,707.01	\$ 1,707.01

Village of Port Alice
AP Cheque Listing

Cheque #	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
043826	18/02/16	A-045	ALSCO UNIFORM & LINEN SERVICE LTD.	LNAN504845	PW Coveralls	\$ 52.85	\$ 52.85
043827	18/02/16	C-109	COUSINS, ROBERT	5BH9490	Water Heater Parts	\$ 112.99	\$ 112.99
043828	18/02/16	E-017	EXCEL PEST SOLUTIONS	5004	Regular Pest Control Service	\$ 89.25	\$ 89.25
043829	18/02/16	G-060	GREGG DISTRIBUTORS LTD	546993	Black Front Liner Set	\$ 104.45	\$ 104.45
043830	18/02/16	H-006	HOME HARDWARE	293	Sewer Supplies	\$ 129.58	\$ 129.58
043831	18/02/16	H-046	HARDY BUILDERS' SUPPLY	517278	Sewer Supplies	\$ 84.74	\$ 84.74
043832	18/02/16	M-153	MAXXAM ANALYTICS	VA951975	Effluent Samples	\$ 47.25	\$ 336.00
				VA951972	Marine Samples	\$ 288.75	
043833	18/02/16	P-089	PRAXAIR DISTRIBUTION	22598569	Cylinder Rental	\$ 86.05	\$ 86.05
043834	18/02/16	R-003	REGIONAL DISTRICT OF MT. WADDINGTON	16-35	Tipping Fees #93888	\$ 108.00	\$ 108.00
043835	18/02/16	S-018	SCOTIABANK		VOID		
043836	18/02/16	S-018	SCOTIABANK		VOID		
043837	18/02/16	Y-005	Yunker, Jason	RSA Exam	Refrigeration Safety Exam	\$ 56.15	\$ 56.15
043838	18/02/16	Z-001	ZEP SALES AND SERVICE OF CANADA	9002093212	Arena & CC Janitorial	\$ 213.87	\$ 213.87
043840	29/02/16	A-062	ALLEN JAN	Reimburs2\16	Breakfast for LG March 1\16	\$ 128.79	\$ 128.79
043841	29/02/16	A-071	ACE COURIER SERVICES	PKS-005155	Chlorine	\$ 76.61	\$ 76.61
043842	29/02/16	B-093	BUSY B'S DISTRIBUTING LTD	43077	Coffee Supplies - Arena\CC	\$ 93.44	\$ 93.44
043843	29/02/16	C-109	COUSINS, ROBERT	1.978	Hockey Whistles	\$ 50.40	\$ 202.72
				199050	VFC-143 Flow Gauge	\$ 152.32	
043844	29/02/16	C-176	MARNIE CHASE	CWG Exec	CWG Executive Meeting Travel	\$ 56.15	\$ 56.15

Village of Port Alice
AP Cheque Listing

Cheque #	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Paid Amount
043845	29/02/16	F-005	F.P. FOODS LIMITED	00345279	Fam Day Supplies	\$ 363.00	\$ 515.38
				00010633	Arena Supplies	\$ 33.47	
				00010674	Family Day Supplies	\$ 59.84	
				00010584	VO Supplies	\$ 4.15	
				00011356	CC Supplies	\$ 50.77	
				00011457	VO Coffee Supplies	\$ 4.15	
043846	29/02/16	F-047	FARRELL, MARIA	Feb16 Honorariu	Feb 16 Emergency Honorarium and Cell	\$ 235.00	\$ 235.00
043847	29/02/16	M-004	MEDICAL SERVICES PLAN OF BC	March 16 MSP	MSP Premiums - March 2016	\$ 1,416.00	\$ 1,416.00
043848	29/02/16	M-138	MCCORMICK, KATHY	Feb16 Janitoria	VO & Heritage Janitorial	\$ 600.00	\$ 600.00
043849	29/02/16	N-069	NORTH ISLAND GAZETTE - PORT HARDY	2016 Subscripti	2016 NI Gazette Subscription	\$ 56.25	\$ 56.25
043850	29/02/16	N-140	NORTH ISLAND IMAGES	76118	Eagel Print for LG Visit	\$ 80.00	\$ 80.00
043851	29/02/16	R-445	ROSS, CINDY	Marina Refund	Moorage Refund - March 2016	\$ 126.00	\$ 126.00
043852	29/02/16	V-001	VANCOUVER ISLAND REGIONAL LIBRARY	2016 1st Quarte	2016 First Quarter Levy	\$ 9,833.00	\$ 9,833.00
						<u>\$ 82,200.80</u>	

**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

BEING A BYLAW FOR THE VILLAGE OF PORT ALICE FINANCIAL PLAN 2016 - 2020

WHEREAS, under section 165 of the Community Charter the Council of the Village of Port Alice is required to adopt a financial plan before the annual property tax bylaw is adopted.

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts as follows:

1. Schedule "A" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2016 - 2020.
2. Schedule "B" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2016 – 2020 Statement of Objectives and Policies.
3. This Bylaw may be cited for all purposes as the "Village of Port Alice Financial Plan 2016 - 2020 Bylaw No.616, 2016".

READ A FIRST, TIME THIS 9TH DAY OF MARCH, 2016.

PUBLIC CONSULTATION MEETING HELD ON THE 23RD DAY OF MARCH 2016.

READ A SECOND AND THIRD TIME THIS 23RD DAY OF MARCH 2016.

RECONSIDERED, AND ADOPTED THIS 13TH DAY OF APRIL 2016.

Mayor

Chief Administrative Officer

Certified a true copy of Bylaw No.616, as adopted by Council on the 13th day of April, 2016.

Chief Administrative Officer



**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2016 - 2020
Bylaw No. 616, 2016 - Schedule 'A' REVENUES**

REVENUES	2016	2017	2018	2019	2020
Property Taxes	\$1,178,850	\$1,208,384	\$1,234,717	\$1,256,184	\$1,261,786
Utility/Grant in Place of Taxes	\$47,000	\$47,470	\$47,945	\$48,425	\$48,908
Total Taxation	\$1,225,850	\$1,255,854	\$1,282,662	\$1,304,609	\$1,310,694
Fees and Charges					
Garbage Rates/Penalties	\$74,250	\$74,993	\$75,742	\$76,500	\$77,265
Recreation Supplies and Services	\$13,000	\$13,130	\$13,261	\$13,394	\$13,528
Recreation Facilities Rentals	\$26,000	\$26,260	\$26,523	\$26,788	\$27,056
Licenses/Permits	\$6,500	\$6,565	\$6,631	\$6,697	\$6,764
Water Utility	\$61,000	\$61,610	\$62,226	\$62,848	\$63,477
Sewer Utility	\$138,000	\$139,380	\$140,774	\$142,182	\$143,603
Other Revenue	\$87,000	\$52,520	\$53,045	\$53,576	\$54,111
Total Fees and Charges	\$405,750	\$374,458	\$378,202	\$381,985	\$385,804
Other Revenue					
Federal Govt Grants	\$700,280	\$0	\$0	\$0	\$0
Provincial Govt Grants -	\$384,300	\$336,838	\$253,876	\$253,915	\$253,954
Regional District of Mt. Waddington	\$0	\$0	\$0	\$0	\$0
Total Other Revenue	\$1,084,580	\$336,838	\$253,876	\$253,915	\$253,954
Appropriation from Reserve					
Appropriation from General Surplus	\$32,000	\$0	\$0	\$0	\$0
Appropriation from Surplus.: Capital Upgrades	\$30,000	\$26,000	\$0	\$0	\$0
Appropriation from Deferred Revenue:Gas Tax Func	\$10,000	\$70,000	\$0	\$0	\$0
Total Appropriation from Reserve	\$72,000	\$96,000	\$0	\$0	\$0
Funds Transfers	\$350,140	\$0	\$0	\$0	\$0
TOTAL LOCAL GOVERNMENT REVENUE	\$3,138,320	\$2,063,150	\$1,914,740	\$1,940,509	\$1,950,452

**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2016 - 2020
Bylaw No. 616, 2015 - Schedule 'A' EXPENDITURES**

EXPENDITURES		2016	2017	2018	2019	2020
Debenture Debt Interest						
Community Centre Upgrades	Matures - 2036	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Sewer Treatment Plant	Matures - 2015	\$0	\$0	\$0	\$0	\$0
Total Debenture Debt		\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Capital Expenditures						
General		\$155,000	\$166,000	\$0	\$0	\$0
Water Utility		\$10,000	\$0	\$0	\$0	\$0
Sewer Utility		\$1,055,420	\$0	\$0	\$0	\$0
Total Capital Expenditures		\$1,220,420	\$166,000	\$0	\$0	\$0
Other Municipal Purposes						
General Government, & Fiscal Services		\$539,450	\$504,779	\$509,825	\$522,925	\$520,072
Fire & Protective Services		\$86,050	\$83,276	\$84,108	\$84,949	\$85,799
Public Works		\$397,850	\$401,829	\$405,847	\$409,905	\$414,004
Health & Environmental Services		\$203,000	\$205,030	\$207,080	\$209,151	\$211,243
Recreation Services		\$463,650	\$468,388	\$473,072	\$477,802	\$482,580
Water Utility		\$53,150	\$53,680	\$54,219	\$54,762	\$55,309
Sewer Utility		\$125,900	\$117,059	\$118,230	\$119,412	\$120,606
Total Other Municipal Purposes		\$1,869,050	\$1,834,041	\$1,852,381	\$1,878,906	\$1,889,613
Transfers to Reserves						
General Fund		\$0	\$0	\$0	\$0	\$0
Water Fund		\$7,850	\$7,929	\$8,008	\$8,088	\$8,169
Sewer Fund		\$7,100	\$20,941	\$19,770	\$18,588	\$17,394
Total Transfer of Funds		\$14,950	\$28,870	\$27,778	\$26,676	\$25,563
GRAND TOTAL		\$3,138,320	\$2,063,150	\$1,914,740	\$1,940,509	\$1,950,452
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

**Schedule B
Statement of Objectives and Policies**

In accordance with Section 165 (3.1) of the Community Charter, the Village is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165 (7) of the Community Charter;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2016. Property taxes contribute to the greatest proportion of the Village's revenue. This revenue source offers a number of advantages. For example, it is simple to administer and it is easy for residents to understand. It offers a stable and reliable source of revenue for local government services that are simply not practical or undesirable to fund on a user-pay basis. These services include general administration, fire protection, police services, bylaw enforcement, solid waste management, recreation, and local transportation services (i.e) maintenance & upkeep of local roads and streets.

User fees and charges form the third largest portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services that are effectively charged on a user fee basis include water and sewer services, garbage collection, building permits, and the sale of other goods and services such as recreation and cemetery services. Village Council and Staff support the value of user fees that are relative to the cost of the service in an effort to avoid the service being subsidized by taxation.

Objective

Over the next 5 years, the Village of Port Alice will increase the proportion of revenue that is received from user fees and charges by a least 2% over the current levels.

Policies

The Village will annually review all user fee levels to ensure they are adequately meeting the delivery costs of service.

Where possible, the Village will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on its limited property tax base.

Table 1: 2016 Sources of Revenue

Revenue Source	Revenue: Percentages of Total Budget	Dollar Value
Taxation	39%	1,225,850
Fees, Charges & Other Revenue	13%	405,750
Federal & Provincial Grants	34%	1,084,580
Appropriation from Reserves & Surplus	14%	422,140
Total	100.00%	\$ 3,138,320.00

**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

Schedule B Continued

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the property classes. The major industrial property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest portion of the assessment base and is the main reason for the existence of the community.

Objectives

The Village Council continues to work with all levels of government and local business in an effort to attract additional economic opportunities.

The Village also recognizes the need to maintain the property tax rate for business (class 6) at a low rate.

Policies

Supplement, where possible, revenues from user fees and charges to help offset the tax burden on all property classes. This will provide some relief and reduction of dependency on the pulp mill and other rate payers.

Council will continue to maintain and encourage economic development initiatives designed to attract more retail and commercial business to invest in the community. New business investments will help offset revenue dependency on all tax payers by providing a broader tax base.

Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities

Regularly review and compare the Village's distribution of tax burden relative to other BC municipalities.

Table 2: 2016 Distribution of Property Tax Rates

Property Class	Percentage of Total Property Taxation	Dollar Value
Residential (1)	19.34%	\$ 228,105
Utilities (2)	0.22%	\$ 2,625
Major Industrial (4)	76.03%	\$ 896,329
Light Industrial (5)	1.62%	\$ 19,127
Business (6)	2.53%	\$ 29,769
Recreation (8)	0.26%	\$ 2,895
Total	100.00%	\$ 1,178,850

**VILLAGE OF PORT ALICE
BYLAW NO. 616, 2016**

Schedule B Continued

Permissive Tax Exemptions

The Village of Port Alice Council reviews all existing permissive tax exemption bylaws on an annual basis. Council bases their consideration on the following criteria:

The tax exemption must demonstrate benefit to the community and residents of Port Alice by enhancing the quality of life (economically, socially and culturally) within the community.

The goals, policies and principles of the organization receiving the exemption must not be inconsistent or in conflict with those of the Village of Port Alice.

The organization receiving the exemption must be a registered non-profit society, as the support of the municipality will not be used for commercial or private gain.

Permissive tax exemptions will be considered in conjunction with: (a) other assistance being provided by the Village; (b) the potential demands for Village services or infrastructure arising from the property; and (c) the amount of revenue that the Village will lose if the exemption is granted.

Objective

The Village of Port Alice will continue to provide permissive tax exemptions to non-profit societies that contribute social, economic and cultural benefits to the community.

Policies

Council will continue working with all the non-profit societies for the betterment of the Community.

Reviewed and adopted by Council on 13th April, 2016.

Mayor

Chief Administrative Officer

