

VILLAGE OF PORT ALICE  
COUNCIL MEETING AGENDA  
TO BE HELD WEDNESDAY May 27, 2020 at 7:00 pm  
IN THE LARRY PEPPER ROOM



**(1) CALL TO ORDER**

*We are privileged to acknowledge that this meeting is being held on the traditional territory of the Quatsino First Nations.*

**(2) ADOPTION OF AGENDA:**

*THAT the Agenda for the Meeting of the Village of Port Alice for May 27, 2020, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.*

**(3) DELEGATIONS: N\A**

**(4) MINUTES:**

Pg 3-4

a.) *THAT the Minutes from the Regular Meeting of May 13, 2020, be approved.*

**(5) OLD BUSINESS: N\A**

**(6) COMMUNICATIONS:**

Pg 5-6

a.) Goal Setting – Request for Community Input

May 21, 2020, Email from Chris Voller, Acting Detachment Commander

**(7) NEW BUSINESS:**

**(8) REPORTS:**

Pg 7-8

a.) CAO Report

May 20, 2020, Report from Bonnie Danyk, CAO/CFO

Pg 9-12

b.) Weight Room Report

May 21, 2020, Report from Bonnie Danyk, CAO/CFO

Pg 13-14

c.) Accounts Payable Listing for April 2020

May 21, 2020, Report by Bonnie Danyk CAO/CFO

Pg 15-21

d.) Summary of Revenue & Expenses for April 2020

May 21, 2020, Report by Bonnie Danyk, CAO/CFO

**(9) BYLAWS:**

Pg 23-24

a.) Bylaw 662 – Amendment to the Fees and Charges Bylaw 655

*THAT Bylaw 662 – Bylaw to amend the Fees and Charges Bylaw 655, be given fourth reading and adoption*

**(10) QUESTION PERIOD:**

**(11) ADJOURNMENT:**

*THAT the meeting of the Village of Port Alice Council held May 27, 2020, be adjourned*

**INFORMATION ITEMS:**

a.) April 25, 2020, From the Board Table newsletter, Vancouver Island regional Library

**VILLAGE OF PORT ALICE  
COUNCIL MEETING AGENDA  
TO BE HELD WEDNESDAY May 27, 2020 at 7:00 pm  
IN THE LARRY PEPPER ROOM**



- b.) May 13, 2020, BC Child and Youth in Care Week, Letter from Minister Katrine Conroy**
- c.) May 8, 2020 Letter to Hon David Eby re: Supporting businesses by making liquor licensing more flexible, from Mayor, Linda Buchanon, Vancouver**
- d.) May 13, 2020, Letter to Hon David Eby Re: Supporting businesses by making liquor licensing more flexible, from Mayor, Leonard Krog, Nanaimo**

VILLAGE OF PORT ALICE COUNCIL  
REGULAR MEETING MINUTES  
WEDNESDAY MAY 13, 2020  
IN THE LARRY PEPPER ROOM



**Present** Mayor Kevin Cameron  
Councillor Holly Aldis  
Councillor Sean Watson  
Councillor Angela Yunker  
Councillor Bruce Lloyd

**Staff** Bonnie Danyk, CAO / CFO  
Tanya Spafford, Admin Assistant

**CALL TO ORDER: 7:00 pm**

**RESOLUTION TO PROCEED TO CLOSED MEETING (6:30 pm)**

*THAT the meeting be closed to the public to consider matters pursuant to the following sections of the Community Charter:*

*Section 90 (1) (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;*

*Section 90 (1) (c) labour relations or other employee relations;*

**RECONVENE: 7:00 pm**

**ADOPTION OF AGENDA:**

Moved, seconded and CARRIED

44/20  
Adoption of  
Agenda

*THAT the Agenda for the Meeting of the Village of Port Alice for May 13, 2020, be approved AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information including addition to New Business the Motion regarding monthly reporting.*

**DELEGATION: N\A**

**MINUTES:**

Moved, Seconded and CARRIED

45/20  
Minutes  
April 22

*THAT the minutes for the Regular Council Meeting held on April 22, 2020 be adopted.*

**OLD BUSINESS: N\A**

**COMMUNICATIONS:**

a.) Request from Ocean View Christian Assembly re Canada Day Support  
April 29, 2020, Letter from Corrine Tiberghien, OVCA

46/20 Can  
Day Request

*THAT the Village donate \$300 and the Canada Supplies on hand to Oceanview Christian*

*Assembly towards Canada Celebrations. And that Council will purchase gift certificates for house decorating prizes in the amount of \$200 total.*

CARRIED

**b.) Letter of Support request**

April 30, 2020, Letter from Dennis Schafer, Sticks and Stones Cannabis Company

**NEW BUSINESS:**

47/20  
Approval of  
Financial  
Support

**a.) 2019 Financial Statements for approval**

May 8, 2020, Financial Statements prepared by Chan Nowosad Boates

*THAT the 2019 Financial Statements be approved*

CARRIED

**REPORTS:**

**a.) Fire Chief's Report for April 2020**

**BYLAWS:**

48/20  
1, 2, 3,  
reading  
Bylaw 655  
Fees and  
Charges  
amend

**a.) Bylaw 662 – Amendment to the Fees and Charges Bylaw 655**

*THAT Bylaw 662 – Bylaw to amend the Fees and Charges Bylaw 655, be given first, second, and third reading.*

CARRIED

**ADJOURNMENT:**

Moved, Seconded and CARRIED

49/20  
Adjourn

*THAT the Regular meeting of the Village of Port Alice held May 13, 2020, be adjourned at 7:31 pm*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held May 13, 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**From:** Chris VOLLER <chris.voller@rcmp-grc.gc.ca>  
**Sent:** Thursday, May 21, 2020 3:02 PM  
**To:** kcameron@portalice.ca  
**Cc:** info@portalice.ca; Andrew ISLES  
**Subject:** Goal setting - Request for your community input - RCMP fiscal year 2020/2021

Good afternoon your Worship, Councillors, and partners,

I hope this e-mail finds you, and your families well. I had hoped to be able to have these discussions in person, but as time in our Covid-19 circumstance moves on, it still seems likely it will be awhile before we are able to get together in person. I prefer in person communication, as it allows for added layers of depth and communication. A conference call, if you like is the closest I can offer at this time. I am more than willing to meet in person in a socially distanced setting of your choosing, but I respect that we still have a ways to go.

I am also aware that in any given room currently I am the one you should most likely be trying to stay away from, as I, like my team, have been dealing with and required to have physical contact with those who have not been observing the social distancing and pandemic precautions.

Amidst all of the circumstances playing out, Staff Sergeant Wesley OLSEN was seconded to the Ladysmith RCMP Detachment. Wes led our team up her for the past three and a half years. His success in his ability led to him departing a bit early for needs there. He would have been transferred out in September through normal course.

Currently, I will be filling his role until the new Detachment Commander is named, and has relocated to our area.

I myself am due to be transferred out in January of 2021. That could be a bit earlier, or if the new Commander is not here, I would volunteer to stay until they can get here. Our patrol area is filled with vibrant culture, and friendly people who instil a sense of caring. It has been an absolute pleasure to get to work in your community over my past three and a bit years. I am, as is our entire Detachment, committed to working towards shared goals for community safety, and strengthening partnerships.

It is with this in mind that I will tie this back to my first paragraph. The RCMP's fiscal year begins in April. At the start of each fiscal year we try to reassess internal goals to achieve throughout the year, and lending focus to. You, and your community leaders, are key stakeholders in this respect. I am asking for your communities input in what you feel would best be focuses on by our Port Hardy and Port Alice Detachments. I do recognize that each community is unique. A part that makes the North Island so attractive and colourful. These goals being put forward are the "overarching goals" that would serve all out communities. I would also like to discuss the specific needs you feel need be addressed for your community, or segment's, or areas, within your community.

The current areas for Police focus, in no specific order, I propose are:

- 1) Police / Community relations – Police visibility

- 2) Domestic violence
- 3) Substance abuse
- 4) Traffic enforcement (including speeding in key areas)
- 5) Organized crime & drug trafficking
- 6) Crime reduction – Such as property based crimes, and thefts from residence or vehicle

To meet these goals I will not looking at a short sighted enforcement based only approach. ICMT, VIHA, FNHA, and local government and business initiatives are all avenues we will look to continue to create and strengthen relationships with.

Please feel free to reach out to me to communicate your thoughts as you see fit.

Gilakas'la,

Chris



Virus-free. [www.avg.com](http://www.avg.com)

---

**To: Mayor & Council**  
**From: Chief Administrative Officer**  
**Date: May 20, 2020**  
**Subject: Regular Report**

---

**Rumble Beach Marina Building**

The ramp and stairs are now complete, and barriers have been placed. Tanya is in the process of purchasing a coin operated washer and dryer and a desk for the office.



**Marina Manager**

An RFP for the Marina Manager Contract has been posted on the Village website, Facebook page and Bulletin Board. The deadline for submissions is June 1, 2020 and the Contractor is expected to start on June 15, 2020.

## **Finance**

The 2019 Audited Financial Statements were completed and sent to the Province along with the 2020-2024 Financial Plan Bylaw and the 2020 Tax Rate Bylaw.

Next up will be the Gas Tax and CARIP reporting.

The deadline for completing and submitting the Annual Report and the Statement of Financial Information Report has been extended to August 31, 2020.

## **Recreation**

The Province of BC has a plan to Restart BC with a phased approach. Phase 2 includes allowing Fitness Centres and Gyms to reopen. There is a separate report on the Weight Room in this agenda. As the Province continues to relax the Covid-19 requirements, the Village of Port Alice may be able to open the Community Centre for computer access and day camps. We will continue to monitor updates from the Province and work on plans for a gradual re-opening.

## **Public Works**

The plants arrived this week and Louisa, Dan and Shane have been busy cleaning up the gardens and flower boxes and planting the annuals. Everything looks great!

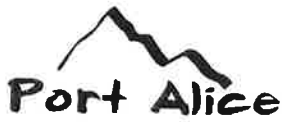
Recycle BC changed contractors and the new contractor GFL Environmental started this week. We are having some difficulties with the transition but are working them out and hopefully will have recycling pickup back on a regular schedule soon.

With the nice spring weather and people home due to Covid-19 we have experienced a big increase in usage at the Transfer Station. The blue bin has been full, and we have had to ask residents to either wait or go to 7 Mile until we could get the bin emptied. If this continues to be an issue, we will have to discuss options to address it.

Respectfully submitted,

  
\_\_\_\_\_  
Bonnie Danyk  
Chief Administrative Officer





## VILLAGE OF PORT ALICE REPORT TO COUNCIL

---

**To:** Mayor & Council  
**From:** CAO / CFO  
**Date:** May 21, 2020  
**Subject:** Weight Room

---

The Province of BC has announced the relaxing of some Covid-19 requirements in "Phase 2" of the BC Restart. In Phase 2 some of the businesses allowed to re-open are fitness centres and gyms. Island Health has released a guidance document which is attached to this report

One of the things that Island Health requires is that a staff person be present while the gym is open. They also recommend that 24-hour unrestricted access (such as key cards) remain suspended.

If the Village of Port Alice was to staff the weight room for 6 hours per day for 5 days a week it would cost the Village approximately \$1,000 per week for wages. The annual revenue for the weight room is about \$5,000.

Village staff contacted Island Health and told them that we have received a lot of enquiries about when the weight room will reopen. We explained that our population is small, and the weight room users tend to spread out over the 24 hours we are open. Island Health has asked us to put together a safety plan which they will review and that they will consider allowing us to reopen.

Staff will be preparing and sending in the report and hope to have an answer for the Council meeting.

Respectfully submitted,

*Bonnie Danyk*

---

Bonnie Danyk  
CAO / CFO





## COVID-19 Guidance for Gyms and Fitness Centres in Island Health's Region

### Introduction

Gyms and fitness centres located in Island Health's region were ordered to close on April 2, 2020 by our Medical Health Officer. Based on the announcement from BC Premier Horgan on May 6, 2020 in regards to the BC Restart Plan Phase 2, we are rescinding this Order on May 19, 2020. Any facility wishing to resume operation needs to develop a plan based on the attached guidance and have it available for the public and enforcement agencies. We have attached a template plan for your optional use. Additional guidance from WorkSafeBC will be released in the future and your plan may require updating based on that information.

**These guidelines are current at the time of writing but may be revised or rescinded at any time. Orders and recommendations issued by the Provincial Health Officer supersede these guidelines - specifically; the Mass Gatherings Order remains in place and prohibits 50 or more people to be present, for any event. Additionally, these guidelines only apply to gyms and fitness centres located in Island Health's region.**

### Guidelines

#### 1. Control access.

Gyms and fitness centres should only be open when at least one staff member is present. If patrons have uncontrolled access, then it may not be possible to ensure physical distancing rules are followed or that disinfection of equipment is being performed after each use. 24-hour unrestricted access without staff present on site should be suspended (if a gym or fitness centre offers this service).

#### 2. Limit occupancy.

The number of patrons allowed into the facility at any one time should be limited to:

- a) Ensure there is sufficient space to allow patrons to remain two metres from one another.
- b) Prevent large gatherings.
- c) Allow staff sufficient time to clean and disinfect equipment and other surfaces frequently.

Consider using a booking system that allows a limited number of patrons to book and attend a specified time slot. Ensure there is sufficient time between time slots to allow for cleaning and disinfection of the facility and equipment.

#### 3. Post signs.

Place signs at any entrance to notify patrons that they should not enter if they have the symptoms of COVID-19 (see #4 below). Signs should be posted throughout the facility to



**10. Provide patrons with either disinfectant wipes or disinfectant in a spray bottle and paper towels for disinfecting equipment and surfaces.**

Disinfectants for patrons should be conveniently located. Patrons should be required to wipe down the equipment before and after use. Discontinue use of re-usable towels and cloths.

**11. Where possible, increase the space between cardio machines to achieve adequate distancing between users.**

Note: If it is not possible to space cardio machines far enough apart, other measures should be considered, such as only allowing patrons to use every other machine (i.e. not allowing two machines next to each other to be used at the same time).

**12. Encourage physical distancing and discourage congregating.**

Patrons should be encouraged to conduct their workout and exit the facility without unnecessary delay. Equipment should not be shared or used simultaneously (i.e. working in sets).

**13. Do not offer group classes unless patrons are able to remain two metres from one another at all times during a class.**

If group classes are offered, they should also be scheduled to allow staff adequate time to disinfect equipment and surfaces before each class. *At no time should participants have any physical contact. i.e. Martial Arts*

**14. Close the following facilities and equipment within a gym or fitness centre: basketball courts and other group sport areas, saunas, and steam rooms.**

**15. Limit locker room use and avoid use if possible.**

Patrons should be encouraged to arrive at the gym or fitness centre in workout clothes and to avoid using locker rooms on site. When locker rooms are used, a disinfectant spray or wipes should be available for patrons to disinfect locker contact surfaces before and after use.

**16. Do not offer food service.**

**17. Close drinking fountains (water bottle filling stations are acceptable if sanitized as appropriate).**

**18. Consider developing online fitness participation, if practical, until such time that physical distancing recommendations are suspended.**

## Questions?

If you have any questions about meeting these guidelines, please [contact your local Environmental Health Officer](#) or visit [www.islandhealth.ca/covid19](http://www.islandhealth.ca/covid19) for more information.

**VILLAGE OF PORT ALICE  
ACCOUNTS PAYABLE LISTING FOR APRIL 2020**

Total Payment of Accounts: \$165,804.51

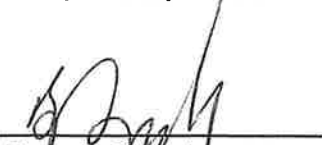
Wages Payable: \$38,443.93

**Total Accounts Payable Listing** \$204,248.44

**Bank Reconcilliation completed to:** Mar-20

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

Respectfully submitted

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

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
Feb 202	001	06/04/2020	R-002	RECEIVER GENERAL F	11,967.48	
Nov 201	001	06/04/2020	R-002	RECEIVER GENERAL F	10,118.30	
046686	001	07/04/2020	0-345	ORACH ENTERPRISES	633.15	
046687	001	07/04/2020	A-045	ALSCO UNIFORM & LI	270.47	
046688	001	07/04/2020	A-123	ACE HARDWARE - POR	251.97	
046689	001	07/04/2020	A-193	AIR LIQUIDE CANADA	178.27	
046690	001	07/04/2020	B-039	BAZETT LAND SURVEY	6,825.00	
046691	001	07/04/2020	D-040	DOR-TEC SECURTIY L	236.25	
046692	001	07/04/2020	F-004	FOX'S DISPOSAL SER	1,231.43	
046706	001	07/04/2020	B-003	BC HYDRO	3,997.60	
046705	001	07/04/2020	S-018	SCOTIABANK	11,557.61	
046704	001	07/04/2020	R-112	ROBERGE, DENISE	47.38	
046703	001	07/04/2020	P-169	PATTERSON'S PLUMBI	2,850.75	
046702	001	07/04/2020	P-101	PORT ALICE PETROLE	1,271.82	
046701	001	07/04/2020	P-090	PORT ALICE GAS INC	1,000.06	
046700	001	07/04/2020	N-089	N.I. INDUSTRIAL AU	588.71	
046699	001	07/04/2020	N-072	NORTH ISLAND WASTE	7,000.36	
046698	001	07/04/2020	N-071	NORTH ISLAND TRACT	57.93	
046697	001	07/04/2020	M-069	MCELHANNEY CONSULT	3,801.17	
046696	001	07/04/2020	K-101	KATHY O'REILLY TAY	674.10	
046695	001	07/04/2020	I-101	INNOV8 DIGITAL SOL	103.56	
046694	001	07/04/2020	H-006	HOME HARDWARE	29.77	
046693	001	07/04/2020	G-060	GREGG DISTRIBUTORS	159.86	
046707	001	24/04/2020	A-071	ACE COURIER SERVIC	147.83	
046708	001	24/04/2020	C-008	A-MAIS TECHNOLOGIE	2,016.00	
046709	001	24/04/2020	C-010	CAN.UNION OF PUBLI	547.18	
046710	001	24/04/2020	F-005	F.P. FOODS LIMITED	20.96	
046711	001	24/04/2020	L-080	LIDSTONE & COMPANY	127.37	
046712	001	24/04/2020	P-152	PLANET CLEAN	469.08	
046713	001	24/04/2020	V-033	VANCOUVER ISLAND E	278.25	
046714	001	24/04/2020	Z-001	ZEP SALES AND SERV	1,614.32	
046718	001	27/04/2020	A-223	ATCO STRUCTURES &	95,730.52	
Total:					165,804.51	

Payment Summary		
Description	Qty	Amount
Cheque	30	143,718.73
EFT	2	22,085.78
Direct Deposit	0	0.00
Credit Card	0	0.00
Total:	32	165,804.51

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

**VILLAGE OF PORT ALICE  
SUMMARY OF REVENUE & EXPENSES FOR APRIL 2020**

Attached is the detailed report of Revenue and Expenditures for April 2020. 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 April is:

**33%**

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

Fund	Revenues	Expenditures	Total
General	\$ (58,806.98)	\$ 514,043.21	\$ 455,236.23
Water	\$ (22,441.69)	\$ 15,164.13	\$ (7,277.56)
Sewer	\$ (51,713.72)	\$ 35,516.31	\$ (16,197.41)
<b>(Surplus)/deficit</b>	<b>\$ (132,962.39)</b>	<b>\$ 564,723.65</b>	<b>\$ 431,761.26</b>

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 200,000.00	\$ 70,197.89	35%
[b]	P.W. General	112 120 0101	\$ 244,500.00	\$ 75,135.76	
	P.W. Transfer Stn	112 130 0101	\$ 20,000.00	\$ 3,575.86	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ -	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 1,564.26	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 3,535.20	
	P.W. Sewer T.P.	312 120 0101	\$ 20,000.00	\$ 7,041.94	
	P.W. Sewer Dist.	312 120 0102	\$ 10,000.00	\$ 2,070.79	
	<b>Sub Total</b>		<b>\$ 347,000.00</b>	<b>\$ 92,923.81</b>	<b>27%</b>
[c]	Recreation	112 160 0101	\$ 83,000.00	\$ 31,584.53	38%
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 21,500.00	\$ 7,470.36	35%

Respectfully submitted



Bonnie Danyk, Finance Officer

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
<b>REAL PROPERTY TAXES</b>					
1110000100	GENERAL TAXATION	0.00	0.00	860,700.00-	860,700.00-
1110000101	UTILITY TAX	0.00	0.00	17,000.00-	17,000.00-
1110000102	GRANT-IN-PLACE OF TAXES	0.00	0.00	4,500.00-	4,500.00-
	TOTAL REAL PROPERTY TAXES :	0.00	0.00	882,200.00-	882,200.00-
<b>SALES OF SERVICE &amp; GOODS</b>					
1111000100	GARBAGE RATES & PENALTIES	26,556.09-	26,556.09-	60,600.00-	34,043.91-
1111000102	GARBAGE RATES SENIORS DISCOUNT	0.00	0.00	600.00	600.00
	TOTAL SALES OF SERVICE & GOODS:	26,556.09-	26,556.09-	60,000.00-	33,443.91-
<b>RECREATION SUPPLIES &amp; SERVICES</b>					
1111000210	RUMBLE SHEET REVENUE	262.00-	262.00-	1,500.00-	1,238.00-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	1,470.00-	1,470.00-	6,500.00-	5,030.00-
1111000215	RECREATION DEPT. SWEAT/ T SHIRT REVEN	3.00-	3.00-	1,000.00-	997.00-
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	118.50-	118.50-	3,500.00-	3,381.50-
	TOTAL RECREATION SUPPLIES & SERVICE :	1,853.50-	1,853.50-	12,500.00-	10,646.50-
<b>RECREATION FACILITIES RENTAL REVENUE</b>					
1111000310	ARENA REVENUE	182.87-	182.87-	0.00	182.87
1111000320	COMMUNITY CENTRE REVENUE	4,420.00-	4,420.00-	13,700.00-	9,280.00-
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	500.00-	500.00-
	TOTAL REC. FACILITIES RENTAL REVENUE :	4,602.87-	4,602.87-	14,200.00-	9,597.13-
<b>OTHER REVENUE FROM OWN SOURCES</b>					
<b>LICENCES &amp; PERMITS</b>					
1111100105	CANS AND BOTTLES REVENUE	797.91-	797.91-	1,000.00-	202.09-
1111100110	BUSINESS LICENCE FEE REVENUE	4,390.00-	4,390.00-	4,500.00-	110.00-
1111100120	DOG LICENCES/FINES	270.00-	270.00-	700.00-	430.00-
1111100130	PERMITS:BUILDING/BURNING	441.00-	441.00-	1,800.00-	1,359.00-
	TOTAL LICENCES & PERMITS :	5,898.91-	5,898.91-	8,000.00-	2,101.09-
<b>OTHER REVENUE</b>					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100230	INTEREST M.F.A. INVESTMENTS	5,900.28-	5,900.28-	40,000.00-	34,099.72-
1111100231	BANK BALANCE INTEREST	1,395.49-	1,395.49-	0.00	1,395.49
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	5,495.52-	5,495.52-	0.00	5,495.52
1111100240	TAX PENALTIES	0.00	0.00	4,500.00-	4,500.00-
1111100241	TAX ARREARS INTEREST	113.65-	113.65-	4,500.00-	4,386.35-
1111100243	TAX CERTIFICATES - Com.Charter - Sec	180.00-	180.00-	500.00-	320.00-
1111100244	M.I.A.-2011 DIVIDENDS & RISK MANAGEM	1,113.00-	1,113.00-	1,000.00-	113.00
1111100246	RECYCLING REVENUE	786.86-	786.86-	3,000.00-	2,213.14-
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	200.00-	200.00-
1111100250	MISCELL. REVENUE	942.64-	942.64-	500.00-	442.64
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	229.50-	229.50-	500.00-	270.50-
1111100255	RUMBLE BEACH MARINA PARKING FEES	1,889.30-	1,889.30-	12,000.00-	10,110.70-
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	1,150.00-	1,150.00-	4,000.00-	2,850.00-
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	200.00-	200.00-	300.00-	100.00-
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	499.37-	499.37-	2,500.00-	2,000.63-
	TOTAL OTHER REVENUE :	19,895.61-	19,895.61-	76,000.00-	56,104.39-
<b>TRANSFER FROM OTHER GOVERNMENTS</b>					
<b>PROVINCIAL GOVERNMENT &amp; OTHER GRANTS</b>					
1111200110	SMALL COMMUNITY GRANT	0.00	0.00	320,000.00-	320,000.00-
1111200111	RDMW - AHART FUNDING	0.00	0.00	2,500.00-	2,500.00-
1111200120	CARIP-Carbon Tax 12	0.00	0.00	2,000.00-	2,000.00-
1111200122	CANADA SUMMER JOBS	0.00	0.00	7,000.00-	7,000.00-
1111200125	NEW DEAL - GAS REVENUE	0.00	0.00	86,000.00-	86,000.00-
1111200136	MOE COST SHARE AGREEMENT	0.00	0.00	200,000.00-	200,000.00-
	TOTAL PROVINCIAL GRANTS :	0.00	0.00	617,500.00-	617,500.00-
<b>FEDERAL GOVERNMENT</b>					
1111200210	CELEBRATE CANADA DAY - GRANT	0.00	0.00	1,500.00-	1,500.00-
	TOTAL FEDERAL GRANTS :	0.00	0.00	1,500.00-	1,500.00-
<b>TRANSFER FROM SURPLUS &amp; TEMP. BORROWING</b>					
1111300009	APPROPRIATION FROM NICF RESERVE	0.00	0.00	150,000.00-	150,000.00-



For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1111300010	APPROPRIATION FROM SURPLUS [2013]	0.00	0.00	15,000.00-	15,000.00-
1111300013	APPROP.FROM GAS TAX RESERVE	0.00	0.00	26,000.00-	26,000.00-
1111300017	TRANSFER FROM PARK LAND RESERVE	0.00	0.00	15,000.00-	15,000.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	0.00	0.00	206,000.00-	206,000.00-
	GRAND TOTAL GENERAL FUND REVENUE :	58,806.98-	58,806.98-	1,877,900.00-	1,819,093.02-
	GRAND TOTAL GENERAL FUND REVENUE:	58,806.98-	58,806.98-	1,877,900.00-	1,819,093.02-

**EXPENDITURES**

**GENERAL GOVERNMENT**

**ADMINISTRATION**

1120000100	COUNCIL INDEMNITY	14,323.28	14,323.28	45,000.00	30,676.72
1120000101	OFFICE STAFF SALARIES & BENEFITS	70,197.89	70,197.89	200,000.00	129,802.11
1120000102	OFFICE STAFF MEDICAL REFERRAL	0.00	0.00	500.00	500.00
1120000103	WAGE NEGOTIATIONS & STAFF RECRUITMEN	0.00	0.00	500.00	500.00
1120000104	EDUCATION, TRAINING & SAFETY EXPENSE	0.00	0.00	5,000.00	5,000.00
1120000105	AUDIT FEES AND EXPENSES	0.00	0.00	18,500.00	18,500.00
1120000107	PROFESSIONAL DEVELOPMENT	541.00	541.00	5,000.00	4,459.00
	TOTAL ADMINISTRATION :	85,062.17	85,062.17	274,500.00	189,437.83

**OTHER EXPENSES**

1120000201	OFFICE INSURANCE	1,301.00	1,301.00	5,000.00	3,699.00
1120000202	OFFICE TELEPHONE/FAX	1,369.23	1,369.23	4,000.00	2,630.77
1120000203	OFFICE HYDRO	710.88	710.88	3,000.00	2,289.12
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	310.47	310.47	3,500.00	3,189.53
1120000205	OFFICE JANITORIAL CONTRACT	2,880.00	2,880.00	7,200.00	4,320.00
1120000206	LEGAL FEES	26,503.60	26,503.60	40,000.00	13,496.40
1120000207	IT EXPENSES	12,737.35	12,737.35	16,000.00	3,262.65
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	3,000.00	3,000.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	1,054.00	1,054.00	2,000.00	946.00
1120000301	OFFICE POSTAGE	298.51	298.51	2,000.00	1,701.49
1120000302	OFFICE COURIER/FREIGHT CHARGES	0.00	0.00	100.00	100.00
1120000303	OFFICE STATIONERY	506.27	506.27	3,000.00	2,493.73
1120000304	COMPUTER FORMS & SUPPLIES	176.55	176.55	1,500.00	1,323.45
1120000305	XEROX LEASE/ADVERTISING	742.00	742.00	5,000.00	4,258.00
1120000306	OFFICE ALARM MONITORING	533.77	533.77	300.00	233.77-
1120000308	CANON LEASE	0.00	0.00	3,000.00	3,000.00
1120000309	CANON LEASE PAYMENTS	887.87	887.87	0.00	887.87-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	58.32	58.32	15,000.00	14,941.68
1120000402	TOURISM	1,675.00	1,675.00	10,000.00	8,325.00
1120000403	HERITAGE	520.00	520.00	1,500.00	980.00
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	0.00	0.00	500.00	500.00
1120000407	MISCELLANEOUS	4,533.51	4,533.51	500.00	4,033.51-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	0.00	0.00	200.00	200.00
1120000413	REMOVE LAND FROM PARK	6,500.00	6,500.00	15,000.00	8,500.00
1120000415	BAD DEBT - UNCOLLECTABLE REVENUE	0.00	0.00	1,000.00	1,000.00
1120000418	VTN PILOT PROJECT	0.00	0.00	8,000.00	8,000.00
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	455.66	455.66	1,500.00	1,044.34
	TOTAL OTHER EXPENSES :	63,753.99	63,753.99	152,300.00	88,546.01
	TOTAL GENERAL GOVERNMENT :	148,816.16	148,816.16	426,800.00	277,983.84

**PROTECTIVE SERVICES**

**FIRE DEPARTMENT**

1121000101	FIRE FIGHTERS MEMBERS PAY	1,810.00	1,810.00	9,500.00	7,690.00
1121000102	FIRE ASSOCIATION HONORARIUM	689.60	689.60	0.00	689.60-
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	0.00	500.00	500.00
1121000104	FIRE DEPT TRAINING	0.00	0.00	13,000.00	13,000.00
1121000201	FIRE DEPT INSURANCE	4,252.00	4,252.00	9,500.00	5,248.00
1121000202	FIRE HALL PHONE	221.39	221.39	1,000.00	778.61
1121000204	FIRE HALL HEAT & LIGHT	2,863.58	2,863.58	5,000.00	2,136.42
1121000205	FIRE HALL MAINT. & FURNISHINGS	19.96	19.96	3,000.00	2,980.04
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	1,269.48	1,269.48	6,000.00	4,730.52
1121000207	FIRE DEPT OPERATING SUPPLIES	185.05	185.05	16,500.00	16,314.95
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	365.00	365.00	1,000.00	635.00
1121000211	FIRE DEPT PROMO	0.00	0.00	4,000.00	4,000.00
	TOTAL FIRE DEPARTMENT EXPENDITURES :	11,676.06	11,676.06	69,000.00	57,323.94

**MUNICIPAL EMERGENCY PROGRAM**

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining in \$
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	0.00	0.00	3,000.00	3,000.00
1121100102	EMERGENCY PROGRAM SUPPLIES	357.90	357.90	500.00	142.10
1121100104	EMERGENCY PROGRAM TRAINING	0.00	0.00	2,500.00	2,500.00
1121100202	EMERGENCY TELEPHONE	295.20	295.20	1,000.00	704.80
1121100204	M.E.P. EMERGENCY PROGRAM: - ESS TRAI	0.00	0.00	500.00	500.00
1121100205	M.E.P. EMERGENCY PROGRAM: ESS SUPPLI	0.00	0.00	500.00	500.00
	TOTAL MUNICIPAL EMER. PRO. EXP.:	<u>653.10</u>	<u>653.10</u>	<u>8,000.00</u>	<u>7,346.90</u>
	TOTAL PROTECTIVE SERVICES :	12,329.16	12,329.16	77,000.00	64,670.84
<b>TRANSPORTATION SERVICES</b>					
<b>PUBLIC WORKS DEPARTMENT</b>					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	75,135.76	75,135.76	244,500.00	169,364.24
1121200102	PUBLIC WORKS MEDICAL REFERRAL	200.00	200.00	2,000.00	1,800.00
1121200103	P.W. COVERALLS & WORKBOOTS	50.32	50.32	3,000.00	3,050.32
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	0.00	0.00	4,500.00	4,500.00
	TOTAL PUBLIC WORKS WAGES & BENEFITS :	<u>75,285.44</u>	<u>75,285.44</u>	<u>254,000.00</u>	<u>178,714.56</u>
<b>P.W. YARD &amp; STORES</b>					
1121200201	P.W. INSURANCE	5,725.00	5,725.00	2,500.00	3,225.00
1121200202	P.W. YARD & STORES - PHONE	549.51	549.51	1,800.00	1,250.49
1121200203	P.W. YARD & STORES - HYDRO	2,709.06	2,709.06	7,500.00	4,790.94
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	2,439.75	2,439.75	6,000.00	3,560.25
1121200205	P.W. MAINTENANCE WORKSHOP	172.97	172.97	1,500.00	1,327.03
1121200206	DOG CONTROL SUPPLIES	0.00	0.00	200.00	200.00
	TOTAL P.W. YARD & STORES :	<u>11,596.29</u>	<u>11,596.29</u>	<u>19,500.00</u>	<u>7,903.71</u>
<b>REPAIRS, MAINTENANCE, RENTALS &amp; TOOLS</b>					
1121200301	DITCHES, DRAINS AND STORMSEWERS	0.00	0.00	5,000.00	5,000.00
1121200302	P.W. EQUIPMENT REPAIR & MAINT	13,048.69	13,048.69	35,000.00	21,951.31
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	1,000.00	1,000.00
1121200306	PARKS - MAINTENANCE	454.18	454.18	8,000.00	7,545.82
1121200307	DOCK & BOAT LAUNCH EXPENSES	635.21	635.21	20,000.00	19,364.79
1121200308	P.W. SMALL TOOLS/EQUIPMENT	358.28	358.28	3,000.00	2,641.72
1121200309	PORTA POTTI RENTALS	1,814.40	1,814.40	5,000.00	3,185.60
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS :	<u>16,310.76</u>	<u>16,310.76</u>	<u>77,000.00</u>	<u>60,689.24</u>
<b>ROADS, STREETS, HIGHWAY &amp; SIDEWALKS</b>					
1121200401	ROADS, STREETS AND LANES	0.00	0.00	5,000.00	5,000.00
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	1,400.00	1,400.00	10,000.00	8,600.00
1121200405	STREET LIGHTS - HYDRO	5,411.18	5,411.18	17,500.00	12,088.82
1121200406	STREET LIGHTS - MAINTENANCE	1,449.05	1,449.05	3,000.00	1,550.95
1121200407	STREET & TRAFFIC SIGNS	0.00	0.00	1,000.00	1,000.00
1121200408	BRIDGE REPAIR & MAINTENANCE	0.00	0.00	1,000.00	1,000.00
1121200409	ARTERIAL ROAD PAVING	0.00	0.00	10,000.00	10,000.00
1121200410	MUNICIPAL HIGHWAY PAVING	0.00	0.00	10,000.00	10,000.00
	TOTAL ROADS, ST., HIWAY, & SIDEWALKS :	<u>8,260.23</u>	<u>8,260.23</u>	<u>58,500.00</u>	<u>50,239.77</u>
	TOTAL PUBLIC WORKS DEPARTMENT :	<u>111,452.72</u>	<u>111,452.72</u>	<u>409,000.00</u>	<u>297,547.28</u>
<b>ENVIRONMENTAL HEALTH SERVICES</b>					
1121300101	TRANSFER STATION WAGES	3,575.86	3,575.86	20,000.00	16,424.14
1121300103	TRANSFER STATION OPERATING	2,639.36	2,639.36	10,000.00	7,360.64
1121300104	RECYCLING DEPOT CONTRACT	0.00	0.00	23,000.00	23,000.00
1121300105	GARBAGE COLLECTION CONTRACT	20,001.03	20,001.03	80,000.00	59,998.97
	TOTAL ENVIRONMENTAL HEALTH SERVICES :	<u>26,216.25</u>	<u>26,216.25</u>	<u>133,000.00</u>	<u>106,783.75</u>
<b>PUBLIC HEALTH &amp; WELFARE</b>					
1121400101	CEMETERY WAGES	0.00	0.00	1,500.00	1,500.00
1121400102	CEMETERY SUPPLIES & MAINTENANCE	0.00	0.00	500.00	500.00
1121400103	MOE REMEDIAL ACTION	0.00	0.00	200,000.00	200,000.00
1121400201	BUILDING INSPECTION	560.07	560.07	2,000.00	1,439.93
	TOTAL PUBLIC HEALTH & WELFARE :	<u>560.07</u>	<u>560.07</u>	<u>204,000.00</u>	<u>203,439.93</u>
<b>ENVIRONMENTAL DEVELOPMENT</b>					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	1,564.26	1,564.26	30,000.00	28,435.74
1121500102	BOULEVARD MAINTENANCE	0.00	0.00	10,000.00	10,000.00
1121500103	GARDEN CONTRACT	0.00	0.00	9,000.00	9,000.00
1121500201	PROTECTIVE DIKE SYSTEM WAGES	0.00	0.00	1,000.00	1,000.00
1121500205	DIKE MAINTENANCE	0.00	0.00	10,000.00	10,000.00

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining in \$
1121500208	HWY SIGNS MAINTENANCE	0.00	0.00	500.00	500.00
	TOTAL ENVIRONMENTAL DEVELOPMENT	<u>1,564.26</u>	<u>1,564.26</u>	<u>60,500.00</u>	<u>58,935.74</u>
	TOTAL ENVIRONMENTAL SERVICES	<u>28,340.58</u>	<u>28,340.58</u>	<u>397,500.00</u>	<u>369,159.42</u>
<b>RECREATION SERVICES</b>					
<b>RECREATION DEPARTMENT</b>					
1121600101	RECREATION DEPARTMENT WAGES & BENEFI	31,584.53	31,584.53	83,000.00	51,415.47
1121600102	RECREATION DEPT. MEDICAL REFERRAL	0.00	0.00	500.00	500.00
1121600104	EDUCATION & TRAINING C.C.	0.00	0.00	500.00	500.00
	TOTAL RECREATION DEPT. WAGES/BENEFITS	<u>31,584.53</u>	<u>31,584.53</u>	<u>84,000.00</u>	<u>52,415.47</u>
<b>RECREATION PROGRAMS</b>					
1121600302	RECREATION PROGRAMS AND SUPPLIES	807.39	807.39	5,000.00	4,192.61
1121600305	STAFF SWEAT/T SHIRT EXPENSE	0.00	0.00	500.00	500.00
1121600306	C.C. COMPUTER LAB	353.10	353.10	5,000.00	4,646.90
1121600308	MISC. MERCHANDISE	0.00	0.00	<u>1,500.00</u>	<u>1,500.00</u>
	TOTAL RECREATION DEPARTMENT PROGRAMS	<u>1,160.49</u>	<u>1,160.49</u>	<u>12,000.00</u>	<u>10,839.51</u>
<b>OTHER RECREATION SERVICES</b>					
1121600402	AID TO PUBLIC HOLIDAYS	0.00	0.00	5,000.00	5,000.00
1121600403	LIBRARY REQUISITION	<u>8,539.00</u>	<u>8,539.00</u>	<u>35,000.00</u>	<u>26,461.00</u>
	TOTAL OTHER RECREATION DEPT. SERVICES	<u>8,539.00</u>	<u>8,539.00</u>	<u>40,000.00</u>	<u>31,461.00</u>
	TOTAL RECREATION DEPARTMENT SERVICES	<u>41,284.02</u>	<u>41,284.02</u>	<u>136,000.00</u>	<u>94,715.98</u>
<b>ARENA</b>					
1121700106	ARENA ALARM MONITORING	263.45	263.45	300.00	36.55
1121700201	ARENA INSURANCE	1,301.00	1,301.00	12,000.00	10,699.00
1121700202	ARENA TELEPHONE	295.20	295.20	800.00	504.80
1121700203	ARENA HYDRO & PROPANE	2,071.07	2,071.07	20,000.00	17,928.93
1121700204	ARENA BUILDING OPERATION & MAINTENAN	2,482.00	2,482.00	5,000.00	2,518.00
1121700205	ARENA MACHINERY & EQUIPMENT	0.00	0.00	<u>5,000.00</u>	<u>5,000.00</u>
	TOTAL ARENA EXPENDITURES	<u>6,412.72</u>	<u>6,412.72</u>	<u>43,100.00</u>	<u>36,687.28</u>
	TOTAL ARENA EXPENSES	<u>6,412.72</u>	<u>6,412.72</u>	<u>43,100.00</u>	<u>36,687.28</u>
<b>COMMUNITY CENTRE</b>					
1121800101	JANITOR SALARIES & BENEFITS	7,470.36	7,470.36	21,500.00	14,029.64
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	300.00	300.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	300.00	300.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	263.45	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	1,301.00	1,301.00	8,500.00	7,199.00
1121800202	COMMUNITY CENTRE TELEPHONE	295.73	295.73	800.00	504.27
1121800203	COMMUNITY CENTRE HEAT & LIGHT	7,559.19	7,559.19	17,200.00	9,640.81
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	2,326.25	2,326.25	<u>14,000.00</u>	<u>11,673.75</u>
	TOTAL COMMUNITY CENTRE EXPENDITURES	<u>19,215.98</u>	<u>19,215.98</u>	<u>63,000.00</u>	<u>43,784.02</u>
	TOTAL COMMUNITY CENTRE EXPENSES	<u>19,215.98</u>	<u>19,215.98</u>	<u>63,000.00</u>	<u>43,784.02</u>
<b>SEA VIEW ACTIVITY CENTER</b>					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	1,301.00	1,301.00	2,000.00	699.00
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	295.20	295.20	1,000.00	704.80
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	<u>266.76</u>	<u>266.76</u>	<u>4,000.00</u>	<u>3,733.24</u>
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	<u>1,862.96</u>	<u>1,862.96</u>	<u>7,000.00</u>	<u>5,137.04</u>
<b>DEBT CHARGES</b>					
<b>BANK CHARGES</b>					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	9,750.00	9,750.00	33,900.00	24,150.00
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	360.00	360.00	0.00	360.00
1122100103	BANK CHARGES	1,127.85	1,127.85	5,100.00	3,972.15
1122100105	FUTURE OPERATIONS	0.00	0.00	<u>86,000.00</u>	<u>86,000.00</u>
	TOTAL DEBT CHARGES	<u>11,237.85</u>	<u>11,237.85</u>	<u>125,000.00</u>	<u>113,762.15</u>
	TOTAL FISCAL SERVICES & DEBT CHARGES	<u>11,237.85</u>	<u>11,237.85</u>	<u>125,000.00</u>	<u>113,762.15</u>
<b>LAND &amp; OFFICE EQUIPMENT</b>					
1122300101	OFFICE CAP.:SERVER/UPGRADE SOFTWARE-	3,049.50	3,049.50	0.00	3,049.50
1122300106	GENERAL CAP.:RURAL DIVIDEND GRANT PR	112,154.96	112,154.96	0.00	112,154.96
1122300112	HEAT PUMP FOR OFFICE	0.00	0.00	6,000.00	6,000.00
1122300114	MARINA BUILDING & FURNISHINGS	0.00	0.00	<u>150,000.00</u>	<u>150,000.00</u>
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	<u>115,204.46</u>	<u>115,204.46</u>	<u>156,000.00</u>	<u>40,795.54</u>

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
<b>PUBLIC WORKS</b>					
1122300417	PICNIC TABLES	2,293.51	2,293.51	2,500.00	206.49
1122300418	REPLACE STREETLIGHTS	0.00	0.00	20,000.00	20,000.00
	TOTAL PUBLIC WORKS CAP. EXPENDITURES :	2,293.51	2,293.51	22,500.00	20,206.49
<b>COMMUNITY CENTER</b>					
1122300709	CC ROOF REPAIR	0.00	0.00	15,000.00	15,000.00
1122300710	TREADMILL	0.00	0.00	6,000.00	6,000.00
	TOTAL COM. CENTER CAPITAL EXPENDITURES :	0.00	0.00	21,000.00	21,000.00
	TOTAL CAPITAL EXPENDITURES :	117,497.97	117,497.97	199,500.00	82,002.03
	GRAND TOTAL GENERAL FUND EXPENDITURES :	498,450.12	498,450.12	1,883,900.00	1,385,449.88
<b>TRANSMISSION OF TAXES</b>					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	15,593.09	15,593.09	0.00	15,593.09-
	TOTAL TRANSMISSION OF TAXES :	15,593.09	15,593.09	0.00	15,593.09-
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	514,043.21	514,043.21	1,883,900.00	1,369,856.79
<b>WATER REVENUE FUND</b>					
<b>REVENUE</b>					
2110000101	WATER RATES REVENUE	21,799.05-	21,799.05-	60,000.00-	38,200.95-
2110000102	WATER RATES PENALTIES	642.64-	642.64-	1,000.00-	357.36-
	TOTAL WATER RATES REVENUE :	22,441.69-	22,441.69-	61,000.00-	38,558.31-
<b>TOTAL</b>					
<b>TRANSFERS</b>					
2111200106	TRANSFER FROM GAS TAX	0.00	0.00	15,000.00-	15,000.00-
	TOTAL WATER TRANSFERS :	0.00	0.00	15,000.00-	15,000.00-
	GRAND TOTAL WATER REVENUE :	22,441.69-	22,441.69-	76,000.00-	53,558.31-
<b>WATER FUND EXPENDITURE</b>					
2121200101	WATER EQUIP. MAINT. WAGES	3,535.20	3,535.20	20,000.00	16,464.80
2121200201	INSURANCE - WATER SYSTEM	1,301.00	1,301.00	4,500.00	3,199.00
2121200301	WATER EQUIP. REPAIR/MAINT.	10,327.93	10,327.93	30,000.00	19,672.07
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,500.00	6,500.00
	TOTAL WATER MAINTENANCE EXPENDITURES :	15,164.13	15,164.13	61,000.00	45,835.87
<b>FUNDS TRANSFERS</b>					
2122300103	WATER WELL REPLACEMENTS	0.00	0.00	15,000.00	15,000.00
	TOTAL DEBT CHARGES & CAPITAL EXPEND. :	0.00	0.00	15,000.00	15,000.00
	TOTAL WATER FUND EXPENDITURES :	15,164.13	15,164.13	76,000.00	60,835.87
	TOTAL	15,164.13	15,164.13	76,000.00	60,835.87
<b>SEWER REVENUE</b>					
3110000101	SEWER RATES REVENUE	50,692.50-	50,692.50-	140,000.00-	89,307.50-
3110000103	SEWER RATES PENALTIES	1,021.22-	1,021.22-	2,000.00-	978.78-
3110000104	INFRASTRUCTURE PLANNING GRANT	0.00	0.00	10,000.00-	10,000.00-
3110000107	TRANSFER FROM GAS TAX	0.00	0.00	16,000.00-	16,000.00-
3110000120	APPROPRIATION FROM SURPLUS	0.00	0.00	11,000.00-	11,000.00-
	TOTAL SEWER REVENUE :	51,713.72-	51,713.72-	179,000.00-	127,286.28-
	GRAND TOTAL SEWER FUND REVENUE :	51,713.72-	51,713.72-	179,000.00-	127,286.28-
<b>EXPENDITURES</b>					
3121200101	SEWER TREATMENT PLANT WAGES	7,041.94	7,041.94	20,000.00	12,958.06
3121200102	SEWER DIST. SYSTEM WAGES	2,070.79	2,070.79	10,000.00	7,929.21
3121200201	SEWER INSURANCE	1,301.00	1,301.00	6,500.00	5,199.00
3121200202	SEWER PLANT TELEPHONE EXPENSE	498.08	498.08	800.00	301.92
3121200203	SEWER HYDRO	7,853.63	7,853.63	20,000.00	12,146.37
3121200204	SEWER SUPPLIES & MAINTENANCE	2,886.94	2,886.94	20,000.00	17,113.06
3121200205	SLUDGE DISPOSAL	2,559.31	2,559.31	50,000.00	47,440.69
3121200206	WASTE MANAGEMENT PERMIT FEES	677.47	677.47	600.00	77.47-
	TOTAL SEWER OPERATING EXPENSE :	24,889.16	24,889.16	127,900.00	103,010.84
<b>CAPITAL EXPENDITURES FROM REVENUE</b>					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	14,100.00	14,100.00
3122300106	SEW CAP:PLANT RETROFIT	10,627.15	10,627.15	0.00	10,627.15-
3122300109	SEWER SYSTEM STUDY	0.00	0.00	15,000.00	15,000.00
3122300110	ODOUR CONTROL	0.00	0.00	16,000.00	16,000.00

For All Revenue, Expense Accounts  
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020  
 To 30/04/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
	TOTAL CAP. EXPEND. FROM SEWER REVENUE :	<u>10,627.15</u>	<u>10,627.15</u>	<u>45,100.00</u>	<u>34,472.85</u>
	TOTAL:	<u>23,474.97-</u>	<u>23,474.97-</u>	<u>6,000.00-</u>	<u>17,474.97</u>
	REPORT TOTALS:	431,761.26	431,761.26	0.00	431,761.26-

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



**VILLAGE OF PORT ALICE**

**BYLAW NO. 662**

**BEING A BYLAW TO AMEND THE VILLAGE OF PORT ALICE**

**Rates & Fees Bylaw Amendment Bylaw No. 655, 2019.**

WHEREAS the Village of Port Alice operates the Port Alice Municipal Marina;

AND WHEREAS the Council of the Village of Port Alice desires to implement fees and charges relating to the operation of the Marina:

NOW THEREFORE the Council of the Village of Port Alice enacts as follows:

1. TITLE

(a) This bylaw may be cited for all purposes as the "Village of Port Alice Rates & Fees Bylaw Amendment Bylaw No. 662, 2020".

2. ENACTMENT

(a) This bylaw is in effect June 1, 2020 or upon the date of adoption, whichever is later.

3. SCHEDULES

(a) Schedule N attached to and forming part of this bylaw is hereby adopted.

4. SEVERABILITY

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw deemed valid.

Read a FIRST time this 13<sup>th</sup> day of May, 2020

Read a SECOND time this 13<sup>th</sup> day of May, 2020

Read a THIRD time this 13<sup>th</sup> day of May, 2020

FINALLY ADOPTED this 27<sup>th</sup> day of May, 2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

Certified a true copy of Village of Port Alice Rates & Fees Bylaw Amendment Bylaw No. 662, 2020 adopted by Resolution # \_\_\_\_\_ on the     day of     2020

\_\_\_\_\_  
Chief Administrative Officer

# VILLAGE OF PORT ALICE

## BYLAW NO. 662

### SCHEDULE N – MARINA RATES

The following fees and charges shall be in effect at the Port Alice Municipal Marina and designated parking lots:

Rates Include Applicable Taxes

Daily Moorage Rate for Recreational Vessels per foot per day	\$ 1.00
Monthly Moorage Rate for Recreational Vessels per foot	\$ 12.50
Daily Moorage Rate for Commercial Vessels per foot per day	\$.50
Monthly Moorage Rate for Commercial Vessels per foot	\$6.25
Vehicle parking permit – Daily (Includes Boat Launch)	\$10.00
Vehicle parking permit – Annual (Includes Boat Launch), Residents Only*	\$80.00
Service Charge: Any service undertaken to resolve a vessel related emergency or nuisance at the Marina shall be charged to the owner of the vessel at actual costs plus \$150 and shall not be less than \$150.	\$150.00 plus actual costs
Replacement Annual Pass	\$5.00
Secondary Annual Pass	\$5.00
Slip Reservation Fee to be paid annually in advance	\$1,260
Trailer Parking after 24 hours	\$5.00 per day
*Resident means a person who is: a) a resident as defined under the Elections Act: or b) A sole shareholder or senior shareholder of corporations that own real property within the Municipal boundaries.	
<b>Fee for Vendors to set up at Marina</b>	
Daily Rate	\$ 5.60
Weekly Rate	\$33.60
Monthly Rate	\$112.00





Gateway to the Wild West Coast

# INFORMATION ITEMS





# Table

## Intro

On Saturday, April 25, 2020, the Vancouver Island Regional Library (VIRL) Board of Trustees convened for a historic, virtual meeting in response to the physical distancing measures from COVID-19. Trustees were quick to adapt to this change of format and fell into a rhythm of receiving and moving reports, and engaging in thoughtful and thorough discussions.

In the process, the Board passed a Special Rule of Order: Virtual and Teleconference Participation to conduct the first-of-its-kind virtual meeting, before moving three readings to amend the VIRL Board Procedural By-Law to allow for virtual meetings moving forward. Many Trustees, especially those who live in more remote areas, expressed hope that online meeting attendance could become a permanent fixture of future meetings.

## 2020 Provincial Grants Report



In addition to providing an overview of how provincial funding remains unchanged over 2019, this report also highlighted a one-time \$3 million funding injection from the Province supporting digital resources and services. Thanks to this grant, VIRL received just over \$43k and has earmarked an exciting new crafting database to help customers explore their creative pursuits.



# Facilities Updates



## Campbell River

Strathcona Regional District has approved funding for the new branch. VIRL is in discussion with City of Campbell River staff to move the project forward.

## Courtenay

Now that VIRL has received word that we did not receive funding from the Investing in Canada Infrastructure Program, planning can proceed using Capital Funding.

## Masset

Consultants are currently working on the design, floorplan, and other planning and tender documents.

## North Saanich

The proposed site at the Panorama Centre is part of the Agricultural Land Reserve. North Cowichan is in conversation with the Agricultural Land Commission about a path forward.

## Port Alberni

The architect has developed some preliminary floor plans and other drawings for discussion and comment. VIRL and the architect have established a process for continuing the planning process while all parties are working remotely.

## Sandspit

Discussions are on hold while some issues related to the use of the space are resolved.



# Stepping up in Response to COVID-19

**New and Expanded Digital Services:** When in-branch services were temporarily suspended in mid-March as a result of COVID-19, the digital resources in VIRL's eLibrary took centre stage to keep customers engaged, entertained and informed. This report provided a snapshot of the increased access to the eLibrary and the service improvements that staff brought on board as VIRL pivoted to meet the challenges of this unique situation.

Highlights include:

- 50% increase in eBooks borrowing (increase of 494 eBooks downloaded each day)
- 30% increase in eAudiobook borrowing (increase of 162 eAudiobooks downloaded each day)
- 19% increase in digital magazines checked out each day
- 15% increase in movies, TV shows and music streamed daily
- 15% increased use of online learning through Lynda.com

VIRL responded to this demand by expanding the number of always-available eBooks and eAudiobooks through OverDrive and RBDigital, increasing access to the popular AcornTV streaming platforms and Kanopy, and more.

Online registration was also quickly brought on board. By March 27, VIRL was signing up new members and within the first three weeks of the service, we registered 842 new customers. High demand continues and more than 1,300 people have now been signed up to take advantage of VIRL's digital resources.

# Facilities Updates cont.



## Sooke

The building permit has been approved, and construction will be tendered, evaluated and awarded after the pre-qualification for general contractors review is complete.

## Tahsis

Potential sites for a new branch are currently being assessed by Tahsis Council.

## Tofino

Tofino Council is reviewing shovel-ready potential sites.

## Woss

The Village of Woss has identified the new branch site. VIRL has commenced with the planning work in preparation of a prototype branch. Construction will be tendered in the near future.



# Stepping up in Response to COVID-19

## **Leaning on our Partners during COVID-19 Pandemic**

VIRL continues to find new and innovative ways to get the word out about the services and resources being offered to communities while in-branch services are temporarily suspended. Dozens of organizations and individuals — from senior's homes to postsecondary institutions and school districts, Chambers of Commerce to government contacts and Indigenous communities — have taken up the cause of promoting VIRL to their networks.

Staff have also connected with celebrities and influencers and setting up opportunities for them to further promote the library during the in-branch service suspension.

## **Information Services and Programming During the COVID-19 Pandemic**

The Board received a report on the plans, to date, to implement alternative services while in-branch service is temporarily suspended. This includes information services to customers via telephone, email and video conferencing; online Storytimes and other programs; and online book clubs.





# Business Arising

## COVID-19 Government Support Programs

This report highlighted the range of federal and provincial supports currently in place to help citizens, businesses and other organizations during these difficult times. On the federal side, VIRL is investigating whether we can apply for the Temporary Wage Subsidy program. We will continue to monitor and apply for supports as they arise.

## HR and Health and Safety Report

In response to the challenges of COVID-19, this reports provided an overview of the work VIRL and the two unions (CUPE and BCGEU) have completed together to ensure open lines of communication with each other and staff.

The report also provided information about a potential partnership with the Nanaimo Division of Family Practice and Chamber of Commerce for VIRL to provide 3D printers to assist in the production of personal protective equipment (PPE).







# Strategic Plan

The Board moved to defer planning to 2021 in response to challenges brought about by COVID-19.







BRITISH  
COLUMBIA

May 13, 2020

Ref: 249732

His Worship Mayor Kevin Cameron  
Village of Port Alice  
Box 130  
Port Alice BC V0N 2N0

Dear Mayor Cameron:

This year, June 1-7 marks British Columbia's Child and Youth in Care Week. I invite you and your community to join British Columbians in celebrating the strength, creativity, resilience and tenacity of young people who are in or have been in care.

Child and Youth in Care week is a chance to break the stigma that these youth face. Sadly, the stories told of young people in care are often ones of tragedy and broken commitments, but British Columbia's children and youth in care are so much more than these stories. They are artists, athletes, storytellers, caregivers, and activists. They are our province's future teachers, mechanics, doctors, researchers, parents and leaders. Join us in offering an alternative story and elevating the voices of children and youth. With their unique lived expertise, young people who are in or have been in care deserve to be celebrated and honoured for the love and diversity they bring to all our communities.

We hope that you will find time over Child and Youth in Care Week to spread a message of awareness and care in your communities. Face-to-face events will not be taking place this year due to the COVID-19 pandemic, but I encourage you to visit the Web site for tips and ideas for virtual events and other creative ways to celebrate at [www.bcchildandouthincareweek.com](http://www.bcchildandouthincareweek.com). You can also help promote this message of celebration using the Web site's social media tools.

Thank you for your support of British Columbia's children and youth in care. If you have any questions or require more information, please contact the Federation of BC Youth in Care Networks at [info@fbcyicn.ca](mailto:info@fbcyicn.ca).

Sincerely,



Katrine Conroy

Minister of Children and Family Development





May 8, 2020

Hon. David Eby  
Room 232 Parliament Buildings  
501 Belleville St.  
Victoria, BC V8V 1X4

Dear Minister Eby:

**RE: Supporting Businesses by Making Liquor Licensing More Flexible**

As Mayor of the City of North Vancouver I want to start by thanking you for the work you have done to serve British Columbians.

I appreciate how quickly your government has responded to the needs of people and businesses. This pandemic has highlighted, among other things, the agility and speed of our public service when they are needed urgently.

It is with that same urgency I ask you to consider examining how we can increase flexibility in outdoor seating and liquor licensing in support of our businesses.

I have been hosting business round tables to learn about the unique needs of our business sectors. From these conversations I have learned of a few actions that could be taken immediately to ensure restaurants, pubs, and breweries can be resilient businesses as we begin to re-open gradually.

As you are aware, the current liquor licensing regulations for pubs, breweries and restaurants requires only permanent changes when adding potential capacity such as increased outdoor patio space.

Our City is in the process of revising our outdoor dining process to allow these businesses to expand their patio areas on a temporary basis as we begin BC's restart plan. This will assist these businesses to be able to serve customers on their premises while meeting safe distancing requirements.

My understanding is that the current provincial licensing requirements will not permit temporary changes, therefore I am concerned this will negatively impact these businesses and discourage many from being able to open up to serve the public on their premises.

Changing this model to allow greater flexibility could be the difference in countless businesses being able to keep their doors open and expanding their service from their current significantly reduced levels.

We have seen new challenges like never before, and your government has acted swiftly to deliver results. I urge you to consider what I have detailed to you in this letter. We now know

changes can happen quickly when they are needed, and these changes are needed immediately to support our food and liquor industry.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



**Linda Buchanan**  
**Mayor of the City of North Vancouver**

- c.c. All B.C. municipal governments  
Bowinn Ma, MLA for North Vancouver-Lonsdale  
BC Restaurant & Food Services Association  
Alliance of Beverage Licensees  
BC Craft Brewer's Guild  
North Vancouver Chamber of Commerce  
Lower Lonsdale Business Improvement Association



2020-May-13

Via email: [AG.Minister@gov.bc.ca](mailto:AG.Minister@gov.bc.ca)

Honourable David Eby, Q.C.  
Attorney General  
Parliament Buildings (Room 232)  
Victoria, BC V8V 1X4

Dear Minister Eby,

**Re: Supporting Businesses by Making Liquor Licensing More Flexible**

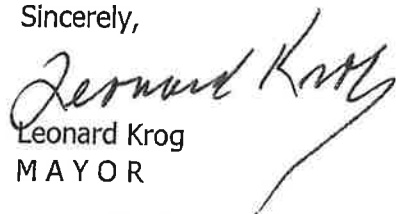
At the Special Council meeting of 2020-May-11, the City of Nanaimo Mayor and Council, by way of motion, unanimously supported the City of North Vancouver - Mayor Linda Buchanan's letter of May 8, 2020 regarding the request for flexibility with the liquor licensing regulations for businesses who are looking to expand their outdoor seating area as BC begins its COVID-19 Phase 2 restart plan with enhanced protocols.

Council's motion reads as follows:

"It was moved and seconded that Council direct Mayor Krog to write a letter in support of the City of North Vancouver's request to Honourable David Eby, Q.C. supporting businesses by making liquor licensing more flexible."

The City of Nanaimo firmly believes if the province can provide pliancy, in these unprecedented times, to amend the current liquor licensing regulations community businesses will have a better chance of success.

Sincerely,

  
Leonard Krog  
MAYOR

cc: Mayor Linda Buchanan, City of North Vancouver, [mayor@cnv.org](mailto:mayor@cnv.org)  
All BC municipal governments  
MLA Sheila Malcolmson, [sheila.malcolmson.mla@leg.bc.ca](mailto:sheila.malcolmson.mla@leg.bc.ca)  
MLA Doug Routley, [douglas.routley.mla@leg.bc.ca](mailto:douglas.routley.mla@leg.bc.ca)  
Michelle Stilwell, [michelle.stilwell.mla@leg.bc.ca](mailto:michelle.stilwell.mla@leg.bc.ca)  
Nanaimo Chamber of Commerce, [ceo@nanaimochamber.bc.ca](mailto:ceo@nanaimochamber.bc.ca)

