

**VILLAGE OF PORT ALICE  
COUNCIL MEETING AGENDA**  
TO BE HELD WEDNESDAY June 24, 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) 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) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*

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

*Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

**RECONVENE**

**(3) ADOPTION OF AGENDA:**

*THAT the Agenda for the Meeting of the Village of Port Alice for June 24, 2020, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.*

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

**(5) MINUTES:**

**a.)** *THAT the Minutes from the Regular Meeting of June 10, 2020, be approved.*

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

**(7) COMMUNICATIONS: N\A**

**(8) NEW BUSINESS: N\A**

**(9) REPORTS:**

**a.) CAO Report**

June 18, 2020, Report from Bonnie Danyk, CAO/CFO

**b.) Accounts Payable Listing for May 2020**

June 18, 2020, Report by Bonnie Danyk CAO/CFO

**c.) Summary of Revenue & Expenses for May 2020**

June 18, 2020, Report by Bonnie Danyk, CAO/CFO

**d.) Annual Report for the Year 2019**

June 15, 2020, Report from CAO, Bonnie Danyk

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**VILLAGE OF PORT ALICE  
COUNCIL MEETING AGENDA**  
TO BE HELD WEDNESDAY June 24, 2020 at 7:00 pm  
IN THE LARRY PEPPER ROOM



**(10) BYLAWS:**

**(11) QUESTION PERIOD:**

**(12) ADJOURNMENT:**

*THAT the meeting of the Village of Port Alice Council held June 24, 2020, be adjourned*

**INFORMATION ITEMS:**

- a.) Building BC's Recovery, Together, Government of BC Recovery Ideas
- b.) June 18, 2020, News Release, VIRL partners with BCSC to offer free online investment fraud awareness seminar
- c.) June 15, 2020, Email from Bruce Gibbons, re UBCM 2019 B154 Groundwater Resolution – No action taken

VILLAGE OF PORT ALICE COUNCIL  
REGULAR MEETING MINUTES  
WEDNESDAY JUNE 10, 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: 6:00 pm**

**RESOLUTION TO PROCEED TO CLOSED MEETING (6:00 pm)**

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

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

*Section 90 (1) (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];*

**RECONVENE 7:00**

**ADOPTION OF AGENDA:**

Moved, seconded and CARRIED

54/20  
Adoption of  
Agenda

*THAT the Agenda for the Meeting of the Village of Port Alice for June 10, 2020, be approved AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.*

**CARRIED**

**DELEGATION: N\A**

55/20  
Minutes  
May 27

**MINUTES:**

Moved, Seconded and CARRIED

*THAT the minutes for the Regular Council Meeting held on May 27, 2020 be adopted.*

**OLD BUSINESS: N\A**

**COMMUNICATIONS: N\A**

**NEW BUSINESS:**

a.) Marina Bylaw Discussion

*THAT staff review the bylaw and bring it back for discussion*  
**CARRIED**

56/20  
Marina  
Bylaw  
update

**REPORTS:**

- a.) 2019 Climate Action Revenue Incentive (CARIP) Survey  
June 2, 2020, Prepared by Bonnie Danyk, CAO

- b.) Covid Re-opening Plan  
June 3, 2020, Report by Tanya Spafford, Administrative Assistant

*THAT Port Alice is open for business but expects that travellers will adhere to the provincial guidelines set out.*

CARRIED

- c.) Crab Dock Report  
June 3, 2020, Report from Councillor Yunker

*THAT the motion be tabled*

CARRIED

- d.) May 30<sup>th</sup> VIR Library Trustee Report – Councillor Lloyd  
June 4, 2020, Report from Councillor Lloyd

- e.) Monthly Fire Chief Report – May  
June 4, 2020, Report from Gerry Rose, Fire Chief

**BYLAWS: N/A**

**ADJOURNMENT:**

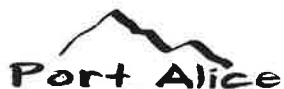
Moved, Seconded and CARRIED

*THAT the Regular meeting of the Village of Port Alice held June 10, 2020, be adjourned at 7:45 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 June 10, 2020.

\_\_\_\_\_  
Mayor

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



## REPORT TO COUNCIL

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**To:** Mayor & Council  
**From:** Chief Administrative Officer  
**Date:** June 18, 2020  
**Subject:** Regular Report

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### Rumble Beach Marina Building

One of our residents, Brenda Stevenson, gave us a desk and we have ordered a chair for the office in the Rumble Beach Marina building. We are researching options for the coin operated washer and dryer and are in the process of having a security system installed.

### Planning

The survey of the lot at Lions Park was completed and Lidstone and Co. are preparing the statutory right of way documentation and will look after the submission of all the paperwork to the Land Titles BC office.

### Finance

Gas Tax and CARIP reporting were completed and submitted.

The Annual Report is on this agenda for approval.

Property Tax notices were printed and mailed out this week. The due date for property taxes is July 31, 2020.

I attended the GFOABC Virtual Conference on June 3-5. The conference was originally scheduled to be in Kamloops so being able to attend virtually was a huge cost savings. There were a few internet glitches but overall, it worked well.

### Recreation

The playground equipment is now available for use and is being cleaned a couple of days a week. The weight room is being well used and we have not had any issues with people not following the procedures.

### Public Works

We are continuing to see increased usage at the Transfer Station. We had to get an extra bin dropped off to dispose of a massive pile of wood waste.

Respectfully submitted,

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



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

Total Payment of Accounts: \$82,353.09

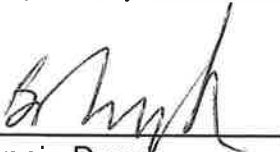
Wages Payable: \$26,109.43

**Total Accounts Payable Listing** \$108,462.52

**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

VILLAGE OF PORT ALICE  
AP CHEQUE LISTING  
Payment Date From 01/05/2020 To 31/05/2020 ALL Payments

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
046719	001	01/05/2020	M-138	MCCORMICK, KATHY	April 2020	April Janitorial	600.00		600.00	
046720	001	04/05/2020	A-007	ASSOC. OF V.I. & CO	202033	AVICC Annual Dues	257.25		257.25	
046721	001	04/05/2020	A-045	ALSCO UNIFORM & LI	LNAN744251 LNAN745595	PW Coveralls PW Coveralls	91.35 89.56		180.91	
046722	001	04/05/2020	F-004	FOX'S DISPOSAL SER	28679 28680	Sludge Bin Bin Rental	210.82 881.96		1,092.78	
046723	001	04/05/2020	F-005	F.P. FOODS LIMITED	46045 206490 46378 207849 208029 208074 209820 209910 210055	CC Coffee Supplies VO Coffee Supplies CC Program Supplie CC Program Supplie PW Coffee Supplies VO Coffee Supplies CC Cleaning Suppli VO Coffee Supplies CC Cleaning Suppli	11.19 13.58 3.99 11.37 35.33 4.49 12.19 21.87 17.91		131.92	
046724	001	04/05/2020	I-004	ISLAND BUSINESS PR	173033	Tax Notices	723.52		723.52	
046725	001	04/05/2020	I-101	INNOV8 DIGITAL SOL	IN224023	Copy Charges	82.06		82.06	
046726	001	04/05/2020	K-022	KAL TIRE	071114137	Service call and r	438.42		438.42	
046727	001	04/05/2020	M-011	MINISTER OF FINANC	94551275	Courier Service	228.05		228.05	
046728	001	04/05/2020	M-153	BUREAU VERITAS CAN	VA10105109	Effluent Samples	104.48		104.48	
046729	001	04/05/2020	N-072	NORTH ISLAND WASTE	April 2020	April Garbage Coll	7,000.36		7,000.36	
046730	001	04/05/2020	P-101	PORT ALICE PETROLE	5032	PW Fuel	725.80		725.80	
046731	001	04/05/2020	Q-002	QUICKSCRIBE SERVIC	66610	BC Fire Safety Leg	59.85		59.85	
046732	001	04/05/2020	V-018	VANCOUVER ISLAND H	S4830-6	Annual Water Licen	250.00		250.00	
046733	001	06/05/2020	B-003	BC HYDRO	101012085301 400003295807	Sewer Hydro VO Hydro	56.18 717.64		773.82	
046734	001	06/05/2020	S-018	SCOTIABANK	Mascon Apr 20 March 2020 858152174 490061 MFP11886207 04092020 471390 327792645613 123875 K737Q8Q63	Internet Cell Phones Table Cart Fire Chiefs Assoc Janitorial Supplie Webhosting 2021 Dog Tags Postage Emergency Satellit Reimbursed purchas	369.60 263.20 268.79 250.00 168.35 19.04 74.45 386.40 940.77 54.30		2,794.90	
046735	001	07/05/2020	O-345	ORACH ENTERPRISES	3503	Port-a-Potty Renta	633.15		633.15	
046736	001	07/05/2020	B-003	BC HYDRO	101012093422	Arena Hydro	640.55		640.55	
046743	001	07/05/2020	T-195	TEX ELECTRIC LTD	2110 2109	Marina Electrical STP Troubleshoot a	768.90 307.83		1,076.73	
046742	001	07/05/2020	T-028	SPAFFORD, TANYA	07052020	Bank Deposit	58.32		58.32	
046741	001	07/05/2020	S-369	SUDDEN FUN	13804	Dog Bags	486.15		486.15	
046740	001	07/05/2020	P-090	PORT ALICE GAS INC	Arena Apr 20 CC Prop Apr20	Arena Propane CC Propane	18.97 844.66		863.63	
046739	001	07/05/2020	M-153	BUREAU VERITAS CAN	VA10112988	Effluent Samples	567.85		567.85	
046738	001	07/05/2020	H-006	HOME HARDWARE	316317 316312	Garden Bins Garden Tools	34.70 60.94		95.64	
8 046737	001	07/05/2020	D-003	DISTRICT OF PORT H	10034	April Building Ins	195.50		195.50	



Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
046744	001	21/05/2020	M-105	MISSFELDT, GEORGE	May 2020 Fina	Final Invoice - Ma	21,500.00		21,500.00	
046745	001	26/05/2020	A-045	ALSCO UNIFORM & LI	LNAN747092	PW Coveralls	89.56		89.56	
046746	001	26/05/2020	A-071	ACE COURIER SERVIC	14279086	Courier Service	296.61		296.61	
046747	001	26/05/2020	C-008	A-MAIS TECHNOLOGIE	2020194	eHog Annual Fee	504.00		504.00	
046748	001	26/05/2020	C-010	CAN.UNION OF PUBLI	April dues 20	April Union Dues	749.08		749.08	
046749	001	26/05/2020	C-166	ICONIX WATERWORKS	C2016038113	Paving Mix	2,270.46		2,270.46	
046750	001	26/05/2020	F-005	F.P. FOODS LIMITED	Donation Tran	Donation Transfer	250.00		250.00	
046751	001	26/05/2020	G-060	GREGG DISTRIBUTORS	011-765692 011-765693	Tyvek suits and gr Caster Wheels	110.04 119.35		229.39	
046752	001	26/05/2020	I-101	INNOV8 DIGITAL SOL	IN216382	Copy Charges	140.31		140.31	
046753	001	26/05/2020	K-022	KAL TIRE	071114472	Utility Tires	2,752.25		2,752.25	
046754	001	26/05/2020	L-078	MOORE, LOUISA	294324	Safety Boots and V	173.83		173.83	
046755	001	26/05/2020	M-009	MUNICIPAL INSURANC	32279	Annual Insurance	31,168.00		31,168.00	
046756	001	26/05/2020	M-153	BUREAU VERITAS CAN	VA10115115	Effluent Samples	104.48		104.48	
046757	001	26/05/2020	N-142	NAMS CANADA	117967-NC0520	NAMS Annual Subscr	771.75		771.75	
046758	001	26/05/2020	P-093	PROGRESSIVE DIESEL	68352	Seat Covers	398.73		398.73	
046759	001	26/05/2020	R-047	ROPER, MARK	Tax refund	Tax refund for ove	500.00		500.00	
046760	001	26/05/2020	T-195	TEX ELECTRIC LTD	2131	STP 120V Float	168.00		168.00	
046761	001	26/05/2020	V-018	VANCOUVER ISLAND H	S6813-6 S6798-6	Community Centre K Arena Kitchen Perm	75.00 150.00		225.00	
Total:							82,353.09	0.00	82,353.09	

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



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

Attached is the detailed report of Revenue and Expenditures for MAY 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 May is:

**42%**

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

<b>Fund</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Total</b>
General	\$ (147,753.36)	\$ 601,917.74	\$ 454,164.38
Water	\$ (22,491.19)	\$ 19,028.12	\$ (3,463.07)
Sewer	\$ (51,819.02)	\$ 32,672.68	\$ (19,146.34)
<b>(Surplus)/deficit</b>	<b>\$ (222,063.57)</b>	<b>\$ 653,618.54</b>	<b>\$ 431,554.97</b>

<b>3</b>	<b>Wages</b>	<b>G.L. Code</b>	<b>Budget</b>	<b>year to date</b>	<b>% Spent</b>
[a]	Office	112 120 0101	\$ 200,000.00	\$ 82,119.59	<b>41%</b>
[b]	P.W. General	112 120 0101	\$ 244,500.00	\$ 86,181.49	
	P.W. Transfer Stn	112 130 0101	\$ 20,000.00	\$ 5,364.50	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ -	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 4,438.26	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 4,234.49	
	P.W. Sewer T.P.	312 120 0101	\$ 20,000.00	\$ 8,045.30	
	P.W. Sewer Dist.	312 120 0102	\$ 10,000.00	\$ 2,692.26	
	<b>Sub Total</b>		<b>\$ 347,000.00</b>	<b>\$ 110,956.30</b>	<b>32%</b>
[c]	Recreation	112 160 0101	\$ 83,000.00	\$ 34,390.75	<b>41%</b>
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 21,500.00	\$ 7,549.04	<b>35%</b>

Respectfully submitted

  
 Bonnie Danyk, Finance Officer

VILLAGE OF PORT ALICE  
**REVENUE AND EXPENSE (HEADER - DETAIL - TOTALS) WITHOUT ENCUMBRANCE**  
For Fiscal Year 2020, Period 5 to 5 and Budget Cycle Provisional and Prd 1 to 5 Actuals

For All Revenue, Expense Accounts  
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2020  
To 31/05/2020

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	43.50-	26,599.59-	60,600.00-	34,000.41-
1111000102	GARBAGE RATES SENIORS DISCOUNT	0.00	0.00	600.00	600.00
	TOTAL SALES OF SERVICE & GOODS:	43.50-	26,599.59-	60,000.00-	33,400.41-
<b>RECREATION SUPPLIES &amp; SERVICES</b>					
1111000210	RUMBLE SHEET REVENUE	6.00-	268.00-	1,500.00-	1,232.00-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	80.00-	1,550.00-	6,500.00-	4,950.00-
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	0.00	3.00-	1,000.00-	997.00-
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	0.00	118.50-	3,500.00-	3,381.50-
	TOTAL RECREATION SUPPLIES & SERVICE	86.00-	1,939.50-	12,500.00-	10,560.50-
<b>RECREATION FACILITIES RENTAL REVENUE</b>					
1111000310	ARENA REVENUE	0.00	182.87-	0.00	182.87
1111000320	COMMUNITY CENTRE REVENUE	2,128.00-	6,548.00-	13,700.00-	7,152.00-
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	500.00-	500.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	2,128.00-	6,730.87-	14,200.00-	7,469.13-
<b>OTHER REVENUE FROM OWN SOURCES</b>					
<b>LICENCES &amp; PERMITS</b>					
1111100105	CANS AND BOTTLES REVENUE	0.00	797.91-	1,000.00-	202.09-
1111100110	BUSINESS LICENCE FEE REVENUE	50.00-	4,440.00-	4,500.00-	60.00-
1111100120	DOG LICENCES/FINES	0.00	270.00-	700.00-	430.00-
1111100130	PERMITS:BUILDING/BURNING	25.00-	466.00-	1,800.00-	1,334.00-
	TOTAL LICENCES & PERMITS	75.00-	5,973.91-	8,000.00-	2,026.09-
<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	910.05-	6,810.33-	40,000.00-	33,189.67-
1111100231	BANK BALANCE INTEREST	0.00	1,395.49-	0.00	1,395.49
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	780.62-	6,276.14-	0.00	6,276.14
1111100240	TAX PENALTIES	0.00	0.00	4,500.00-	4,500.00-
1111100241	TAX ARREARS INTEREST	160.44-	274.09-	4,500.00-	4,225.91-
1111100243	TAX CERTIFICATES - Com.Charter - Sec	20.00-	200.00-	500.00-	300.00-
1111100244	M.I.A.-2011 DIVIDENDS & RISK MANAGEM	0.00	1,113.00-	1,000.00-	113.00
1111100246	RECYCLING REVENUE	299.62-	1,086.48-	3,000.00-	1,913.52-
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	200.00-	200.00-
1111100250	MISCELL. REVENUE	1,758.75-	2,701.39-	500.00-	2,201.39
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	10.00-	239.50-	500.00-	260.50-
1111100255	RUMBLE BEACH MARINA PARKING FEES	674.40-	2,563.70-	12,000.00-	9,436.30-
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	0.00	1,150.00-	4,000.00-	2,850.00-
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	0.00	200.00-	300.00-	100.00-
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	0.00	499.37-	2,500.00-	2,000.63-
	TOTAL OTHER REVENUE	4,613.88-	24,509.49-	76,000.00-	51,490.51-
<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	2,000.00-	200,000.00-	198,000.00-
1111200141	RURAL DIVIDEND GRANT	80,000.00-	80,000.00-	0.00	80,000.00
	TOTAL PROVINCIAL GRANTS	80,000.00-	82,000.00-	617,500.00-	535,500.00-
<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>					

VILLAGE OF PORT ALICE  
**REVENUE AND EXPENSE (HEADER - DETAIL - TOTALS) WITHOUT ENCUMBRANCE**  
For Fiscal Year 2020, Period 5 to 5 and Budget Cycle Provisional and Prd 1 to 5 Actuals

For All Revenue, Expense Accounts  
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2020  
To 31/05/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1111300009	APPROPRIATION FROM NICF RESERVE	0.00	0.00	150,000.00-	150,000.00-
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 :	86,946.38-	147,753.36-	1,877,900.00-	1,730,146.64-
	GRAND TOTAL GENERAL FUND REVENUE:	86,946.38-	147,753.36-	1,877,900.00-	1,730,146.64-

**EXPENDITURES**

**GENERAL GOVERNMENT**

**ADMINISTRATION**

1120000100	COUNCIL INDEMNITY	3,580.82	17,904.10	45,000.00	27,095.90
1120000101	OFFICE STAFF SALARIES & BENEFITS	11,921.70	82,119.59	200,000.00	117,880.41
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	0.00	541.00	5,000.00	4,459.00
1120000109	CONTRACTOR FEES	58.85	58.85	0.00	58.85-
	TOTAL ADMINISTRATION :	15,561.37	100,623.54	274,500.00	173,876.46

**OTHER EXPENSES**

1120000201	OFFICE INSURANCE	1,763.68	3,064.68	5,000.00	1,935.32
1120000202	OFFICE TELEPHONE/FAX	0.00	1,369.23	4,000.00	2,630.77
1120000203	OFFICE HYDRO	683.47	1,394.35	3,000.00	1,605.65
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	39.94	350.41	3,500.00	3,149.59
1120000205	OFFICE JANITORIAL CONTRACT	0.00	2,880.00	7,200.00	4,320.00
1120000206	LEGAL FEES	0.00	26,503.60	40,000.00	13,496.40
1120000207	IT EXPENSES	1,352.39	14,089.74	16,000.00	1,910.26
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	3,000.00	3,000.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	245.00	1,299.00	2,000.00	701.00
1120000301	OFFICE POSTAGE	368.00	666.51	2,000.00	1,333.49
1120000302	OFFICE COURIER/FREIGHT CHARGES	0.00	0.00	100.00	100.00
1120000303	OFFICE STATIONERY	0.00	506.27	3,000.00	2,493.73
1120000304	COMPUTER FORMS & SUPPLIES	691.22	867.77	1,500.00	632.23
1120000305	XEROX LEASE/ADVERTISING	0.00	742.00	5,000.00	4,258.00
1120000306	OFFICE ALARM MONITORING	0.00	533.77	300.00	233.77-
1120000308	CANON LEASE	0.00	0.00	3,000.00	3,000.00
1120000309	CANON LEASE PAYMENTS	212.45	1,100.32	0.00	1,100.32-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	0.00	58.32	15,000.00	14,941.68
1120000402	TOURISM	0.00	1,675.00	10,000.00	8,325.00
1120000403	HERITAGE	100.00	620.00	1,500.00	880.00
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	0.00	0.00	500.00	500.00
1120000407	MISCELLANEOUS	362.62	4,896.13	500.00	4,396.13-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	0.00	0.00	200.00	200.00
1120000413	REMOVE LAND FROM PARK	0.00	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	0.00	455.66	1,500.00	1,044.34
	TOTAL OTHER EXPENSES :	5,818.77	69,572.76	152,300.00	82,727.24
	TOTAL GENERAL GOVERNMENT :	21,380.14	170,196.30	426,800.00	256,603.70

**PROTECTIVE SERVICES**

**FIRE DEPARTMENT**

1121000101	FIRE FIGHTERS MEMBERS PAY	0.00	1,810.00	9,500.00	7,690.00
1121000102	FIRE ASSOCIATION HONORARIUM	0.00	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	874.41	5,126.41	9,500.00	4,373.59
1121000202	FIRE HALL PHONE	0.00	221.39	1,000.00	778.61
1121000204	FIRE HALL HEAT & LIGHT	0.00	2,863.58	5,000.00	2,136.42
1121000205	FIRE HALL MAINT. & FURNISHINGS	0.00	19.96	3,000.00	2,980.04
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	0.00	1,269.48	6,000.00	4,730.52
1121000207	FIRE DEPT OPERATING SUPPLIES	0.00	185.05	16,500.00	16,314.95
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	307.00	672.00	1,000.00	328.00
1121000211	FIRE DEPT PROMO	0.00	0.00	4,000.00	4,000.00

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<b>TOTAL FIRE DEPARTMENT EXPENDITURES</b>		1,181.41	12,857.47	69,000.00	56,142.53
<b>MUNICIPAL EMERGENCY PROGRAM</b>					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	0.00	0.00	3,000.00	3,000.00
1121100102	EMERGENCY PROGRAM SUPPLIES	0.00	357.90	500.00	142.10
1121100104	EMERGENCY PROGRAM TRAINING	0.00	0.00	2,500.00	2,500.00
1121100202	EMERGENCY TELEPHONE	898.77	1,193.97	1,000.00	193.97
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.:	898.77	1,551.87	8,000.00	6,448.13
	TOTAL PROTECTIVE SERVICES	2,080.18	14,409.34	77,000.00	62,590.66
<b>TRANSPORTATION SERVICES</b>					
<b>PUBLIC WORKS DEPARTMENT</b>					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	11,045.73	86,181.49	244,500.00	158,318.51
1121200102	PUBLIC WORKS MEDICAL REFERRAL	0.00	200.00	2,000.00	1,800.00
1121200103	P.W. COVERALLS & WORKBOOTS	1,234.01	1,183.69	3,000.00	1,816.31
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	0.00	0.00	4,500.00	4,500.00
	TOTAL PUBLIC WORKS WAGES & BENEFITS	12,279.74	87,565.18	254,000.00	166,434.82
<b>P.W. YARD &amp; STORES</b>					
1121200201	P.W. INSURANCE	1,020.15	6,745.15	2,500.00	4,245.15
1121200202	P.W. YARD & STORES - PHONE	58.85	608.36	1,800.00	1,191.64
1121200203	P.W. YARD & STORES - HYDRO	0.00	2,709.06	7,500.00	4,790.94
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	233.16	2,672.91	6,000.00	3,327.09
1121200205	P.W. MAINTENANCE WORKSHOP	0.00	172.97	1,500.00	1,327.03
1121200206	DOG CONTROL SUPPLIES	74.45	74.45	200.00	125.55
	TOTAL P.W. YARD & STORES	1,386.61	12,982.90	19,500.00	6,517.10
<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	4,244.47	17,293.16	35,000.00	17,706.84
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	1,000.00	1,000.00
1121200306	PARKS - MAINTENANCE	463.00	917.18	8,000.00	7,082.82
1121200307	DOCK & BOAT LAUNCH EXPENSES	1,627.78	2,262.99	20,000.00	17,737.01
1121200308	P.W. SMALL TOOLS/EQUIPMENT	0.00	358.28	3,000.00	2,641.72
1121200309	PORTA POTTI RENTALS	604.80	2,419.20	5,000.00	2,580.80
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS	6,940.05	23,250.81	77,000.00	53,749.19
<b>ROADS, STREETS, HIGHWAY &amp; SIDEWALKS</b>					
1121200401	ROADS, STREETS AND LANES	2,452.87	2,452.87	5,000.00	2,547.13
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	0.00	1,400.00	10,000.00	8,600.00
1121200405	STREET LIGHTS - HYDRO	0.00	5,411.18	17,500.00	12,088.82
1121200406	STREET LIGHTS - MAINTENANCE	0.00	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	2,452.87	10,713.10	58,500.00	47,786.90
	TOTAL PUBLIC WORKS DEPARTMENT	23,059.27	134,511.99	409,000.00	274,488.01
<b>ENVIRONMENTAL HEALTH SERVICES</b>					
1121300101	TRANSFER STATION WAGES	1,788.64	5,364.50	20,000.00	14,635.50
1121300103	TRANSFER STATION OPERATING	0.00	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	6,667.01	26,668.04	80,000.00	53,331.96
	TOTAL ENVIRONMENTAL HEALTH SERVICES	8,455.65	34,671.90	133,000.00	98,328.10
<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	186.19	746.26	2,000.00	1,253.74
	TOTAL PUBLIC HEALTH & WELFARE	186.19	746.26	204,000.00	203,253.74
<b>ENVIRONMENTAL DEVELOPMENT</b>					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	2,874.00	4,438.26	30,000.00	25,561.74
1121500102	BOULEVARD MAINTENANCE	91.37	91.37	10,000.00	9,908.63

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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
1121500208	HWY SIGNS MAINTENANCE	0.00	0.00	500.00	500.00
	TOTAL ENVIRONMENTAL DEVELOPMENT	2,965.37	4,529.63	60,500.00	55,970.37
	TOTAL ENVIRONMENTAL SERVICES	11,607.21	39,947.79	397,500.00	357,552.21
<b>RECREATION SERVICES</b>					
<b>RECREATION DEPARTMENT</b>					
1121600101	RECREATION DEPARTMENT WAGES & BENEFI	2,806.22	34,390.75	83,000.00	48,609.25
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	2,806.22	34,390.75	84,000.00	49,609.25
<b>RECREATION PROGRAMS</b>					
1121600302	RECREATION PROGRAMS AND SUPPLIES	283.34	1,090.73	5,000.00	3,909.27
1121600305	STAFF SWEAT/T SHIRT EXPENSE	0.00	0.00	500.00	500.00
1121600306	C.C. COMPUTER LAB	117.70	470.80	5,000.00	4,529.20
1121600308	MISC. MERCHANDISE	0.00	0.00	1,500.00	1,500.00
	TOTAL RECREATION DEPARTMENT PROGRAMS	401.04	1,561.53	12,000.00	10,438.47
<b>OTHER RECREATION SERVICES</b>					
1121600402	AID TO PUBLIC HOLIDAYS	0.00	0.00	5,000.00	5,000.00
1121600403	LIBRARY REQUISITION	0.00	8,539.00	35,000.00	26,461.00
	TOTAL OTHER RECREATION DEPT. SERVICES	0.00	8,539.00	40,000.00	31,461.00
	TOTAL RECREATION DEPARTMENT SERVICES	3,207.26	44,491.28	136,000.00	91,508.72
<b>ARENA</b>					
1121700106	ARENA ALARM MONITORING	0.00	263.45	300.00	36.55
1121700201	ARENA INSURANCE	11,658.80	12,959.80	12,000.00	959.80
1121700202	ARENA TELEPHONE	0.00	295.20	800.00	504.80
1121700203	ARENA HYDRO & PROPANE	628.12	2,699.19	20,000.00	17,300.81
1121700204	ARENA BUILDING OPERATION & MAINTENAN	150.00	2,632.00	5,000.00	2,368.00
1121700205	ARENA MACHINERY & EQUIPMENT	0.00	0.00	5,000.00	5,000.00
	TOTAL ARENA EXPENDITURES	12,436.92	18,849.64	43,100.00	24,250.36
	TOTAL ARENA EXPENSES	12,436.92	18,849.64	43,100.00	24,250.36
<b>COMMUNITY CENTRE</b>					
1121800101	JANITOR SALARIES & BENEFITS	78.68	7,549.04	21,500.00	13,950.96
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	0.00	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	6,995.28	8,296.28	8,500.00	203.72
1121800202	COMMUNITY CENTRE TELEPHONE	0.00	295.73	800.00	504.27
1121800203	COMMUNITY CENTRE HEAT & LIGHT	804.44	8,363.63	17,200.00	8,836.37
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	264.58	2,590.83	14,000.00	11,409.17
	TOTAL COMMUNITY CENTER EXPENDITURES	8,142.98	27,358.96	63,000.00	35,641.04
	TOTAL COMMUNITY CENTRE EXPENSES	8,142.98	27,358.96	63,000.00	35,641.04
<b>SEA VIEW ACTIVITY CENTER</b>					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	0.00	1,301.00	2,000.00	699.00
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	0.00	295.20	1,000.00	704.80
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	0.00	266.76	4,000.00	3,733.24
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	0.00	1,862.96	7,000.00	5,137.04
<b>DEBT CHARGES</b>					
<b>BANK CHARGES</b>					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	0.00	9,750.00	33,900.00	24,150.00
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	100.00	460.00	0.00	460.00
1122100103	BANK CHARGES	245.18	1,373.03	5,100.00	3,726.97
1122100105	FUTURE OPERATIONS	0.00	0.00	86,000.00	86,000.00
	TOTAL DEBT CHARGES	345.18	11,583.03	125,000.00	113,416.97
	TOTAL FISCAL SERVICES & DEBT CHARGES	345.18	11,583.03	125,000.00	113,416.97
<b>LAND &amp; OFFICE EQUIPMENT</b>					
1122300101	OFFICE CAP.:SERVER/UPGRADE SOFTWARE-	0.00	3,049.50	0.00	3,049.50
1122300106	GENERAL CAP.:RURAL DIVIDEND GRANT PR	21,208.48	133,363.44	0.00	133,363.44

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1122300112	HEAT PUMP FOR OFFICE	0.00	0.00	6,000.00	6,000.00
1122300114	MARINA BUILDING & FURNISHINGS	0.00	0.00	150,000.00	150,000.00
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	21,208.48	136,412.94	156,000.00	19,587.06
<b>PUBLIC WORKS</b>					
1122300417	PICNIC TABLES	0.00	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 :	0.00	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 :	21,208.48	138,706.45	199,500.00	60,793.55
	GRAND TOTAL GENERAL FUND EXPENDITURES :	103,467.62	601,917.74	1,883,900.00	1,281,982.26
<b>TRANSMISSION OF TAXES</b>					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	0.00	15,593.09	0.00	15,593.09
	TOTAL TRANSMISSION OF TAXES :	0.00	15,593.09	0.00	15,593.09
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	103,467.62	617,510.83	1,883,900.00	1,266,389.17
<b>WATER REVENUE FUND</b>					
<b>REVENUE</b>					
2110000101	WATER RATES REVENUE	49.50	21,848.55	60,000.00	38,151.45
2110000102	WATER RATES PENALTIES	0.00	642.64	1,000.00	357.36
	TOTAL WATER RATES REVENUE :	49.50	22,491.19	61,000.00	38,508.81
<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 :	49.50	22,491.19	76,000.00	53,508.81
<b>WATER FUND EXPENDITURE</b>					
2121200101	WATER EQUIP. MAINT. WAGES	699.29	4,234.49	20,000.00	15,765.51
2121200201	INSURANCE - WATER SYSTEM	2,914.70	4,215.70	4,500.00	284.30
2121200301	WATER EQUIP. REPAIR/MAINT.	250.00	10,577.93	30,000.00	19,422.07
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,500.00	6,500.00
	TOTAL WATER MAINTENANCE EXPENDITURES :	3,863.99	19,028.12	61,000.00	41,971.88
<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 :	3,863.99	19,028.12	76,000.00	56,971.88
	TOTAL	3,863.99	19,028.12	76,000.00	56,971.88
<b>SEWER REVENUE</b>					
3110000101	SEWER RATES REVENUE	105.30	50,797.80	140,000.00	89,202.20
3110000103	SEWER RATES PENALTIES	0.00	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 :	105.30	51,819.02	179,000.00	127,180.98
	GRAND TOTAL SEWER FUND REVENUE :	105.30	51,819.02	179,000.00	127,180.98
<b>EXPENDITURES</b>					
3121200101	SEWER TREATMENT PLANT WAGES	1,003.36	8,045.30	20,000.00	11,954.70
3121200102	SEWER DIST. SYSTEM WAGES	621.47	2,692.26	10,000.00	7,307.74
3121200201	SEWER INSURANCE	4,372.05	5,673.05	6,500.00	826.95
3121200202	SEWER PLANT TELEPHONE EXPENSE	74.90	572.98	800.00	227.02
3121200203	SEWER HYDRO	54.92	7,908.55	20,000.00	12,091.45
3121200204	SEWER SUPPLIES & MAINTENANCE	1,455.41	4,342.35	20,000.00	15,657.65
3121200205	SLUDGE DISPOSAL	201.41	2,760.72	50,000.00	47,239.28
3121200206	WASTE MANAGEMENT PERMIT FEES	0.00	677.47	600.00	77.47
	TOTAL SEWER OPERATING EXPENSE :	7,783.52	32,672.68	127,900.00	95,227.32
<b>CAPITAL EXPENDITURES FROM REVENUE</b>					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	14,100.00	14,100.00



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To 31/05/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
3122300106	SEW CAP:PLANT RETROFIT	0.00	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
	TOTAL CAP. EXPEND. FROM SEWER REVENUE :	0.00	10,627.15	45,100.00	34,472.85
	TOTAL:	11,492.71	11,982.26-	6,000.00-	5,982.26
	REPORT TOTALS:	28,013.95	457,775.21	0.00	457,775.21-

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





**VILLAGE OF PORT ALICE**

**ANNUAL REPORT**

**FOR YEAR ENDING 2019**

(Community Charter Section 98)

**Approved by Council:**

**June 24, 2020**





# **VILLAGE OF PORT ALICE**

## **ANNUAL REPORT**

### **FOR YEAR ENDING 2019**

(Community Charter Section 98)

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**Approved by Council:**  
**June 24, 2020**



## MANAGEMENT REPORT


December 31, 2019

The Council of the Village of Port Alice has delegated the responsibility for the integrity and objectivity of the financial information contained in the financial statements to the management of the Village of Port Alice. The financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and that financial records are reliable for preparation of the financial statements. These systems are monitored and evaluated by management.

The Village of Port Alice's independent auditors, Chan Nowosad Boates Inc., Chartered Professional Accountants, are engaged to express an opinion as to whether these financial statements present fairly the Village of Port Alice's financial position and operating results in accordance with Canadian public sector accounting standards. Their opinion is based on procedures they consider sufficient to support such an opinion.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the financial position of the Village of Port Alice as at December 31, 2019.



---

Ms. Bonnie Danyk  
CAO, CFO

May 13, 2020





**VILLAGE OF PORT ALICE**  
**Financial Statements**  
**December 31, 2019**



# **VILLAGE OF PORT ALICE**

## **Index to the Financial Statements**

December 31, 2019

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## MANAGEMENT REPORT


December 31, 2019

The Council of the Village of Port Alice has delegated the responsibility for the integrity and objectivity of the financial information contained in the financial statements to the management of the Village of Port Alice. The financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and that financial records are reliable for preparation of the financial statements. These systems are monitored and evaluated by management.

The Village of Port Alice's independent auditors, Chan Nowosad Boates Inc., Chartered Professional Accountants, are engaged to express an opinion as to whether these financial statements present fairly the Village of Port Alice's financial position and operating results in accordance with Canadian public sector accounting standards. Their opinion is based on procedures they consider sufficient to support such an opinion.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the financial position of the Village of Port Alice as at December 31, 2019.



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Ms. Bonnie Danyk  
CAO, CFO

May 13, 2020



## INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the Village of Port Alice

### Opinion

We have audited the accompanying financial statements of the Village of Port Alice (the "Village"), which comprise the statement of financial position as at December 31, 2019, the statement of operations and changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information (hereinafter referred to as the "financial statements").

In our opinion, the Village's financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2019, and of its financial performance and its cash flows for the year then ended. The financial statements have been prepared by management in accordance with Canadian public sector accounting standards.

### Emphasis of Matter

As at December 31, 2019 as well as the date of this audit report Neucel Specialty Cellulose had not paid their 2019 or 2018 assessed property taxes as well as other municipal tax amounts which totalled approximately \$1,816,999 at December 31, 2019. Management of the Village and the Village Mayor and Council have asserted that the receivable may not be collectible in full by way of future payment or the eventual tax sale of the land and associated buildings and assets on the land. As a result an allowance for the above described amount receivable has been provided for in full.

Management of the Village and the Village Mayor and Council assert that while the Village's largest tax payer has not paid their outstanding tax amount owing to the Village, that the Village has sufficient cash, investment resources and other sources of income to continue operations into the foreseeable future. Our audit opinion is not modified with respect to this matter.

### Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis of our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management intends for the Village to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for over-seeing the Village's financial reporting process.

## Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of the users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Chan Noursad Boates*

Chartered Professional Accountants  
Campbell River, BC

May 13, 2020

Campbell River Office: 980 Alder Street, Campbell River, BC V9W 2P9 | Tel: 250.286.0744 | Fax: 250.286.1067 | Toll Free: 1.888.262.4829  
Courtenay Office: #201 – 1532 Cliffe Avenue, Courtenay, BC V9N 2K4 | Tel: 778.225.1010 | Fax: 778.225.1011  
Email: [cnb@cnbcpa.ca](mailto:cnb@cnbcpa.ca) | [www.cnbcpa.ca](http://www.cnbcpa.ca)

# VILLAGE OF PORT ALICE

## Statement of Financial Position

December 31, 2019

2019

2018  
(Note 18)

\$

\$

### FINANCIAL ASSETS

Cash	595,197	400,278
Portfolio Investments (Note 2)	2,869,636	3,021,262
Accounts Receivable (Note 3)	144,960	563,248
Taxes and User Fees Receivable (Note 4)	146,228	1,177,552
Investment in NICFL and NICFLP (Note 5)	<u>361,900</u>	<u>81,495</u>
	<u>4,117,921</u>	<u>5,243,835</u>

### LIABILITIES

Accounts Payable and Accrued Liabilities	116,732	212,889
Deferred Grants and Unearned Revenue (Note 6)	30,968	47,892
Long Term Debt (Note 7)	<u>467,008</u>	<u>485,967</u>
	<u>614,708</u>	<u>746,748</u>

### NET FINANCIAL ASSETS

3,503,213      4,497,087

### NON-FINANCIAL ASSETS

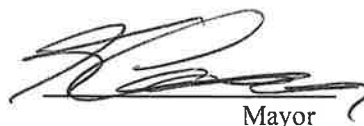
Tangible Capital Assets (Note 9)	9,470,374	9,185,443
Inventory	<u>2,347</u>	<u>21,447</u>
	<u>9,472,721</u>	<u>9,206,890</u>

### ACCUMULATED SURPLUS (Note 10)

12,975,934      13,703,977

Approved by:

  
Finance Officer

  
Mayor

# VILLAGE OF PORT ALICE

## Statement of Operations

Year Ended December 31, 2019

	2019		2018
	Budget	Actual	
	\$	\$	\$
	(Note 16)		(Note 18)
<b>Revenues (Schedules 2 and 3)</b>			
Taxation - Net (Note 11)	876,700	875,091	1,106,144
Utility Connection Fees and User Rates	203,000	208,077	201,485
Government Grants - Federal (Schedule 1)	4,000	74,459	334,694
Government Grants - Provincial (Schedule 1)	847,980	531,437	929,796
Sales of Services	73,500	106,262	93,628
Equity Income NICFLP and NICFL (Note 5)	-	989,018	40,500
Other (Note 12)	120,500	253,357	204,152
	<u>2,125,680</u>	<u>3,037,701</u>	<u>2,910,399</u>
<b>Expenditures (Schedules 2 and 3)</b>			
General Departmental Expenditures	1,651,895	3,441,366	1,646,353
Water System Operations	73,518	66,831	80,521
Sewer System Operations	239,361	262,257	181,254
	<u>1,964,774</u>	<u>3,770,454</u>	<u>1,908,128</u>
<b>Annual Surplus (Deficit) Prior to Other Items</b>	160,906	(732,753)	1,002,271
<b>Gain on Disposal of Inventory</b>	-	4,710	-
<b>Loss on Disposal of Tangible Capital Assets</b>	-	-	(153,878)
<b>Annual Surplus (Deficit)</b>	<u>160,906</u>	<u>(728,043)</u>	<u>848,393</u>
<b>Accumulated Surplus - Beginning of Year as Previously Stated</b>		13,762,980	12,963,893
<b>Prior Period Adjustment (Note 18)</b>		<u>(59,003)</u>	<u>(108,309)</u>
<b>Accumulated Surplus - Beginning of Year as Restated</b>		<u>13,703,977</u>	<u>12,855,584</u>
<b>Accumulated Surplus - End of Year</b>		<u>12,975,934</u>	<u>13,703,977</u>



## VILLAGE OF PORT ALICE

### Statement of Change in Net Financial Assets

Year Ended December 31, 2019

	2019		2018
	Budget \$ (Note 16)	Actual \$	
<b>Annual Surplus (Deficit)</b>	160,906	(728,043)	848,393
Acquisition of Tangible Capital Assets	(1,002,000)	(723,005)	(1,037,184)
Amortization of Tangible Capital Assets	438,074	438,074	369,219
Loss on Disposal of Tangible Capital Assets	-	-	153,878
Sale (Acquisition) of Inventory	-	19,100	(19,100)
	<u>(403,020)</u>	<u>(265,831)</u>	<u>(533,187)</u>
<b>Change in Net Financial Assets for the Year</b>	<u>(242,114)</u>	<u>(993,874)</u>	315,206
<b>Net Financial Assets - Beginning of Year</b>		<u>4,497,087</u>	<u>4,181,881</u>
<b>Net Financial Assets - End of Year</b>		<u>3,503,213</u>	<u>4,497,087</u>

# VILLAGE OF PORT ALICE

## Statement of Cash Flows

Year Ended December 31, 2019

	2019	2018 (Note 18)
	\$	\$
<b>Cash Flows From Operating Activities:</b>		
Annual Surplus (Deficit)	(728,043)	848,393
Items Not Involving Cash		
Equity Income NICFLP and NICFL	(989,018)	(40,500)
Amortization of Tangible Capital Assets	<u>438,074</u>	<u>369,219</u>
	(1,278,987)	1,177,112
Changes in Non-Cash Operating Balances		
Accounts and Taxes Receivable	1,449,612	(1,146,539)
Accounts Payable and Accrued Liabilities	(96,157)	(22,498)
Deferred Grants and Unearned Revenue	(16,924)	(41,452)
Inventory	<u>19,100</u>	<u>(19,100)</u>
	<u>76,644</u>	<u>(52,477)</u>
<b>Cash Flows From Capital Activities:</b>		
Purchase of Tangible Capital Assets	(723,005)	(1,037,184)
Loss on Disposal of Tangible Assets	<u>-</u>	<u>153,878</u>
	<u>(723,005)</u>	<u>(883,306)</u>
<b>Cash Flows From Investing Activities:</b>		
Proceeds from Portfolio Investments	151,626	255,860
Transfers from North Island Community Forest	<u>708,613</u>	<u>-</u>
	<u>860,239</u>	<u>255,860</u>
<b>Cash Flows From Financing Activities:</b>		
Repayment of Long Term Debt	<u>(18,959)</u>	<u>(17,529)</u>
<b>Increase (Decrease) in Cash and Cash Equivalents</b>	194,919	(697,452)
<b>Cash and Cash Equivalents - Beginning of Year</b>	<u>400,278</u>	<u>1,097,730</u>
<b>Cash and Cash Equivalents - End of Year</b>	<u>595,197</u>	<u>400,278</u>

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

The Village of Port Alice (the "Village") was incorporated as a municipality in 1965 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of local government services to the residents of the Village. These services include fire protection, public works, planning, parks and recreation, water distribution and sewer collection, and other general government services, as governed by the Community Charter and Local Government Act.

### 1. Significant Accounting Policies:

#### a) **Basis of Presentation:**

The Village prepares its financial statements in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board ("PSAB") for the Chartered Professional Accountants of Canada.

#### b) **Investments:**

Portfolio investments are recorded at fair value. The investments in Island Community Forest Ltd. and North Island Community Forest Limited Partnership are recorded using the modified equity method.

#### c) **Tangible Capital Assets:**

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset commencing once the asset is in use. Donated tangible capital assets are recorded at fair value at the time of the donation.

Estimated useful lives of tangible capital assets are as follows:

Buildings	40 to 75 years
Equipment	15 to 25 years
Roads and Bridges	10 to 100 years
Other	15 to 50 years
Water and Other Utility Systems	10 to 100 years
Sewer	10 to 100 years
Drainage	10 to 100 years

#### d) **Collection of Taxes on Behalf of Other Taxation Authorities:**

The Village collects taxation on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these financial statements. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

#### e) **Trust Funds:**

Trust funds held in trust by the Village, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately (Note 14).

#### f) **Retirement Benefits and Other Future Employee Benefit Plans:**

The Village's contributions to its multi-employer defined benefit plan are expensed as incurred. The costs of other pensions and other retirement benefits that accumulate over the period of service provided by employees are determined using the projected benefit method prorated on services based on management's best estimate of retirement age, inflation rates, investment returns, wage and salary escalation, insurance and health care cost trends, employee turnover, and discount rates.

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 1. Significant Accounting Policies (continued):

#### g) Revenue Recognition and Deferred Grants:

The Village recognizes taxes as assets and revenue when they meet the definition of an asset, are authorized by a legislature, council, or legislative convention, and the taxable event has occurred. Taxes are initially measured at management's best estimate of the amount resulting from the original taxable event in accordance with tax legislation. Taxes receivable are recognized net of allowance for anticipated uncollectible amounts.

Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Levies imposed by regional district services and general administrative service and other taxing authorities are not included as taxes for municipal services.

Charges for sewer and water usage are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Government transfers, including legislative grants, are recognized as revenue when received, provided the transfers are authorized and any eligibility criteria has been met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized on the Statement of Operations as the stipulation liabilities are settled.

Sales of services and other revenue are recognized when the service is provided or the amount is earned, when the amount can be estimated, and when collection is reasonably assured. Amounts received in advance of services being rendered are recorded as unearned revenue until the Village discharges the obligation that led to the collection of the funds.

#### h) Unearned Revenue:

Revenues from prepaid taxes, the sale of business licenses, dog tags, recreation time and rental revenues pertaining to the subsequent year have been deferred. These amounts will be recognized as revenue in the next fiscal year.

#### i) Leases:

Leases are classified as capital or operating leases. A lease that transfers substantially all of the benefits and risks incidental to the ownership of property is classified as a capital lease. At the inception of a capital lease, an asset and an obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair value at the beginning of the lease. Assets recorded under capital leases are amortized on a straight line basis over the term of the lease that is the estimated useful lives of the assets. All other leases are accounted for as operating leases wherein rental payments are expensed as incurred.

#### j) Contaminated Sites:

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standards, the government has responsibility for the remediation, future economic benefits will be given up and a reasonable estimate can be made.

Management has assessed its potential liabilities under the new standard including sites that are no longer in productive use and sites which the Village accepts responsibility. There were no such sites that had contamination in excess of an environmental standard which required remediation, therefore no liability was recognized as at December 31, 2019 or December 31, 2018.

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 1. Significant Accounting Policies (continued):

#### k) Financial Instruments:

Financial instruments consist of cash and portfolio investments, accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

#### l) Use of Estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenue and expenses during the reporting period.

Significant areas requiring the use of management estimates relates to the collectability of accounts receivable, valuation of investments, estimates of contingent liabilities, and the provision for amortization and the estimation of potential environmental liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

### 2. Portfolio Investments:

	2019	2018
	\$	\$
Bank of Nova Scotia Business Investment Account	1,801,979	1,973,112
Money Market Funds - Municipal Finance Authority (MFA)	<u>1,067,657</u>	<u>1,048,150</u>
	<u>2,869,636</u>	<u>3,021,262</u>

The current average annual yield of the money market funds held with MFA as at December 31, 2019 was 1.86% (2018 - 1.65%). The funds are redeemable on demand. The investment held with the Bank of Nova Scotia is redeemable on demand and yields an annual average interest rate of 1.25% (2018 - 1.10%). These investments are carried at market value.

### 3. Accounts Receivable:

	2019	2018
	\$	\$
Government Transfers Receivable	75,110	462,374
Trade Receivable	5,966	7,464
GST Recoverable	63,518	92,810
Sundry	<u>366</u>	<u>600</u>
	<u>144,960</u>	<u>563,248</u>

## VILLAGE OF PORT ALICE

### Notes to the Financial Statements

December 31, 2019

#### 4. Taxes and User Fees Receivable:

	2019	2018
	\$	\$
Taxes Receivable	1,963,556	1,177,690
Allowance for Doubtful Accounts	(1,817,328)	(138)
	<u>146,228</u>	<u>1,177,552</u>

#### 5. Investment in NICFL and NICFLP:

The Village has a 33% ownership interest in North Island Community Forest Ltd. (NICFL) and North Island Community Forest Limited Partnership (NICFLP). The investments in NICFLP and NICFL are reported as a government business enterprise and accounted for using the modified equity method. Under this method, the government businesses' accounting principles are not adjusted to conform with those of the Village and inter-corporate transactions are not eliminated.

As a government business enterprise, the NICFLP is required to report under International Financial Reporting Standards (IFRS). In the prior and current year, the NICFLP financial statements were prepared under Canadian Accounting Standards for Private Enterprises (ASPE). Any differences between ASPE and IFRS would likely be insignificant in nature.

	2019	2018
	\$	\$
Investment in NICFL	1	1
Investment in NICFLP	5,000	5,000
Accumulated Net Equity Surplus - Beginning of Year	76,494	35,994
Share of Increase in Shareholders' Equity	989,018	40,500
Withdrawals During the Year	(708,613)	-
Accumulated Net Equity Surplus - End of Year	<u>361,900</u>	<u>81,495</u>

The condensed supplementary financial statement information of the partnership is as follows:

	2019	2018
	\$	\$
Statement of Financial Position:		
Assets		
Cash and Receivables	<u>1,132,061</u>	<u>286,576</u>
Liabilities and Partners' Capital		
Trade and Other Payables	46,357	42,088
Total Partners' Capital	<u>1,085,704</u>	<u>244,488</u>
	<u>1,132,061</u>	<u>286,576</u>

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 5. Investment in NICFL and NICFLP (continued):

The condensed supplementary financial statement information of the partnership is as follows (continued):

	2019	2018
	\$	\$
Statement of Comprehensive Income:		
Revenue	3,029,866	151,215
Expenditures	62,813	51,742
Net Income	2,967,053	99,473
Partners' Capital:		
Partnership Units	65,491	37,819
Cumulative Withdrawals	(5,678,029)	(3,552,192)
Retained Earnings - End of Year	6,698,241	3,758,860
	1,085,704	244,488

### 6. Deferred Grants and Unearned Revenue:

	2019	2018
	\$	\$
Prepaid Property Taxes	19,897	17,817
Provincial Government	6,500	18,446
Community Centre Deposits	4,571	4,351
Rural Dividend Grant	-	7,278
Tax Sale Proceeds	-	-
	30,968	47,892

### 7. Long Term Debt:

	2019	2018
	\$	\$
Community Centre Upgrade:		
Repayable at \$33,907 per year including interest at 2.0% per annum to the Municipal Financial Authority of British Columbia;		
Matures in October 2036	467,008	485,967

Future principal payments required on long-term debt are as follows:

	\$
2020	19,718
2021	20,506
2022	21,326
2023	22,179
2024	23,066
2025 and onwards	360,213
	467,008

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 8. Contingent Liabilities:

- (a) The Village is responsible as a member of the Regional District of Mount Waddington for its share of any operating deficits or long-term debt related to functions in which it participates. Management has assessed the risks as unlikely at this time therefore no provision has been recorded in the financial statements.
- (b) The Village is partially self-insured through the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the Village along with the other participants, would be required to contribute towards the deficit.

### 9. Tangible Capital Assets:

	Cost					Accumulated Amortization				Net Book Value	
	Opening \$	Additions \$	Disposals \$	Transfers \$	Closing \$	Opening \$	Amort \$	Disposals \$	Closing \$	2019 \$	2018 \$
Land	841,186	-	-	-	841,186	-	-	-	-	841,186	841,186
Buildings	3,859,093	-	-	-	3,859,093	2,185,226	127,424	-	2,312,650	1,546,443	1,673,867
Equipment	1,332,948	70,013	-	-	1,402,961	814,889	67,768	-	882,657	520,304	518,059
Roads and Bridges	3,929,815	-	-	-	3,929,815	2,399,924	74,015	-	2,473,939	1,455,876	1,529,891
Other	1,096,535	-	-	-	1,096,535	394,384	47,188	-	441,572	654,963	702,151
Water Infrastructure	1,451,936	-	-	-	1,451,936	362,363	20,218	-	382,581	1,069,355	1,089,573
Sewer Infrastructure	1,945,699	398,273	-	966,884	3,310,856	717,036	96,842	-	813,878	2,496,978	1,228,663
Drainage	330,869	-	-	-	330,869	219,374	4,619	-	223,993	106,876	111,495
Work in Progress	<u>1,490,558</u>	<u>254,719</u>	-	<u>(966,884)</u>	<u>778,393</u>	-	-	-	-	<u>778,393</u>	<u>1,490,558</u>
	<u>16,278,639</u>	<u>723,005</u>	-	-	<u>17,001,644</u>	<u>7,093,196</u>	<u>438,074</u>	-	<u>7,531,270</u>	<u>9,470,374</u>	<u>9,185,443</u>



# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 10. Accumulated Surplus:

The Village segregates its accumulated surplus into the following categories:

	<u>2019</u>	<u>2018</u>
	\$	\$
Current Fund	2,254,966	3,462,800
Reserve Funds (a)	1,248,247	1,034,287
Investment in Non-Financial Assets (b)	<u>9,472,721</u>	<u>9,206,890</u>
	<u>12,975,934</u>	<u>13,703,977</u>

(a) **Reserve Funds**

Reserve Funds represent funds set aside by Bylaw or Council resolution for specific purposes. Details of reserve funds are shown below.

(b) **Investment in Non-Financial Assets**

The investment in non-financial assets represents amounts already spent and invested in infrastructure and other non-financial assets.

Details of Reserve Funds are as follows:

	<u>2019</u>	<u>2018</u>
	\$	\$
Capital Works Reserve (a)	243,791	234,792
Statutory Reserve (b)	115,603	113,529
Fire Protection Capital Reserve (c)	116,071	105,060
Gas Tax Treatment - Community Works (d)	<u>772,782</u>	<u>580,906</u>
	<u>1,248,247</u>	<u>1,034,287</u>

(a) **Capital Works Reserve**

The Capital Works Reserve was established by Bylaw 487 to provide for new works, extensions or renewals of existing works, and to provide for machinery and equipment necessary for capital projects, for the maintenance of municipal property, or for the protection of persons and property. Money from the sale of land, current revenue, or from the General Operating fund surpluses may be paid into the Capital Works Reserve.

(b) **Statutory Reserve**

The Statutory Reserve was established by Bylaw 528 for the purpose of setting aside funds on an annual basis to purchase machinery and equipment.

(c) **Fire Protection Capital Reserve**

The Fire Protection Capital Reserve was established by Bylaw 607 for the purpose of setting aside funds on an annual basis to purchase fire protection equipment.

(d) **Gas Tax Agreement - Community Works**

The Gas Tax Agreement - Community Works consists of \$772,782 that remained unspent as at December 31, 2019 plus additional receipts of \$173,769 (2018 - \$90,695) and interest earnings of \$10,449 (2018 - \$5,182) in 2019. During 2019 eligible expenditures of \$30,868 were made (2018 - \$28,817). The unspent amount will remain in the reserve until spent on eligible projects.

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 11. Taxation - Net:

	Budget 2019 \$	2019 \$	2018 \$
General Municipal Purposes	876,700	873,678	1,103,774
Collections for Other Governments			
Regional District of Mt. Waddington	-	127,841	125,764
Province of British Columbia - School Tax	-	307,859	316,691
Regional Hospital District	-	51,050	50,870
Municipal Finance Authority	-	33	32
British Columbia Assessment Authority	-	17,058	17,362
Province of BC - Police Tax	-	49,806	49,758
	<u>876,700</u>	<u>1,427,325</u>	<u>1,664,251</u>
Transfers			
Regional District of Mt. Waddington	-	127,841	125,772
Province of British Columbia - School Tax	-	306,446	314,310
Regional Hospital Districts	-	51,050	50,873
Municipal Finance Authority	-	33	32
British Columbia Assessment Authority	-	17,058	17,362
Province of BC - Police Tax	-	49,806	49,758
	<u>-</u>	<u>552,234</u>	<u>558,107</u>
Available for General Municipal Purposes	<u>876,700</u>	<u>875,091</u>	<u>1,106,144</u>

### 12. Other Revenue:

	2019 \$	2018 \$
Investment Income	57,907	44,206
Tax Penalties - Interest and Fees	147,867	106,516
Parking and Moorage	20,824	14,389
Recreation	4,187	4,828
Business Licenses	4,630	5,195
Other	17,942	29,018
	<u>253,357</u>	<u>204,152</u>

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 13. Pension Plan:

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly-trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018 the Plan had about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate is then adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Village paid \$39,083 (2018 - \$42,158) for employer contributions, while employees contributed \$34,889 (2018 - \$37,971) to the Plan in fiscal 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the Plan record their pension expense as the amount of the employer contributions made during the fiscal year (defined contributions pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

### 14. Trust Funds:

#### (a) Ford Memorial Trust Fund

As at December 31, 2019, the Village held \$6,450 (2018 - \$9,250) in trust for the Ford Memorial Trust Fund. The transactions and balances of this fund are not reported elsewhere in these financial statements.

#### (b) Cemetery Trust Fund

The Cemetery Reserve is established pursuant to the provision of the Community Charter. Monies in the reserve can be used for cemetery purposes only. A balance of \$1,770 (2018 - \$1,770) was held as at December 31, 2019 and is not reported elsewhere in these financial statements.

### 15. Commitments:

The Village has entered into an agreement for services with North Island Waste Management Limited for residential garbage pick up and disposal services at an approximate average annual cost of \$76,000. The five year contract expires July 15, 2020 and has no option to renew.

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 16. Fiscal Plan:

The Fiscal Plan amounts represent the Financial Plan Bylaw adopted by Council on April 24, 2019.

The budget anticipated use of surpluses accumulated in previous years to balance against current expenditures in excess of current year revenues. In addition, the budget anticipated capital expenditures rather than amortization expense. The following schedule reconciles the approved Bylaw to the amounts presented in the financial statements.

	<u>2019</u>
	\$
Financial Plan (Budget) By-Law Approved for the Year	-
Add:	
Capital Expenditures	1,002,000
Less:	
Budgeted Transfers from Accumulated Surplus	(403,020)
Amortization	<u>(438,074)</u>
Annual Surplus Presented in Financial Statements	<u>160,906</u>

### 17. Segmented Information:

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as recreation, fire, sewer, water, and solid waste. Distinguishable functional segments have been separately disclosed in the segmented information in Schedules 2 and 3. The nature of the segments and activities they encompass are as follows:

#### **General Government**

General Government relates to the revenues and expenses of the operations of the Village public safety building and other costs that cannot be directly attributed to a specific segment, including general, administrative, legislative, and fiscal services.

#### **Volunteer Fire Department**

Volunteer Fire Department is comprised of fire protection services. The fire department is responsible to provide fire suppression services, fire prevention programs, training and education. The members of the fire department consist of volunteers.

#### **Public Works Department**

The Public Works Department is responsible for the maintenance of roads, parks and playgrounds, the cemetery, and street lighting services.

#### **Environmental Health Services**

Environmental Health Services is comprised of municipal and contract services. The Village and the contractors work with other levels of government, at the Provincial and Regional levels, and the citizens to provide a safe healthy environment for the people and wildlife.

#### **Recreation Services, Arena, Community Centre and Sea View Activity Centre**

These service areas provide services meant to improve health and development of the Village's citizens. Recreational programs and cultural programs are provided at the Arena, Community Centre, and the Angus Dawson Memorial Ball Field.

# VILLAGE OF PORT ALICE

## Notes to the Financial Statements

December 31, 2019

### 17. Segmented Information (continued):

#### Water Utility

Water Utility provides distribution of water to residents.

#### Sewer Utility

Sewer Utility includes the provision of sanitary sewer collection by providing and maintaining pipes, manholes, culverts and sewer treatment.

### 18. Prior Period Adjustments:

In the current year, the Village determined that certain classes of capital assets had not been amortized according to the Village policy. The Village also determined that eligible expenditures for the UBCM Emergency Social Services grant received in the current year had been incurred in fiscal 2018 and the receivable had not been appropriately recorded. As a result, the Village has elected to correct these issues by making the following adjustments:

- (a) To adjust amortization and capital asset balances to agree to the schedule maintained by the Village as at December 31, 2017, the Village adjusted Capital Asset Cost, Capital Asset Accumulated Amortization, and closing Accumulated Surplus. Adjustments resulted in a net decrease to Tangible Capital Assets and Opening Accumulated Surplus of \$105,119.
- (b) To adjust amortization and capital asset balances to agree to the schedule maintained by the Village as at December 31, 2018, the Village adjusted Capital Asset Cost, Capital Asset Accumulated Amortization, and closing Accumulated Surplus. Adjustments Resulted in a net increase to Tangible Capital Assets of \$35,096, amortization expense decreased by \$32,330 and Accumulated Surplus Decreased by \$3,190.
- (c) To recognize UBCM Emergency Social Services grant funding revenue and the balance receivable as at December 31, 2018, the Village has adjusted Revenues and Accounts Receivable and as a result, the closing Accumulated Surplus balance has increased. Provincial Grant Revenue and Accounts Receivable each increased by \$16,976.

As a result of the above adjustments, the net impact on the December 31, 2018 balances are as follows:

	Reported 2018 \$	Roads \$	Water \$	Sewer \$	Buildings \$	Other \$	UBCM \$	Adjusted 2018 \$
Statement of Financial Position								
Tangible Capital Assets	9,261,422	(56,216)	29,114	(45,688)	2,767	(5,956)	-	9,185,443
Accumulated Surplus - Opening	(12,963,893)	56,216	3,216	45,688	(2,767)	5,956	-	(12,855,584)
Accounts Receivable	546,272	-	-	-	-	-	16,976	563,248
		-	32,330	-	-	-	16,976	
Statement of Operations								
Government Grants - Provincial	912,820	-	-	-	-	-	16,976	929,796
Expenditures - Water System Operations	112,851	-	(32,330)	-	-	-	-	80,521
Surplus	799,087	-	32,330	-	-	-	16,976	848,393

Certain 2018 comparative figures have been reclassified, where necessary, to conform with the financial statement presentation adopted in the current year.

## VILLAGE OF PORT ALICE

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### Notes to the Financial Statements

December 31, 2019

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#### 19. Subsequent Events:

The Village evaluated its December 31, 2019 financial statements for subsequent events to the date the financial statements were issued. As of this date, the global outbreak of the coronavirus disease (COVID-19) has caused economic uncertainties that are likely to have a material negative impact on the net income of the Village for the year ending December 31, 2020.

The COVID-19 outbreak has caused business disruptions through the reduction of non-essential services provided by the Village. While the disruption is expected to be temporary and the Village continues to provide essential services, there is considerable uncertainty regarding the duration of the disruption to non-essential services. Additionally, there is uncertainty regarding the collectability of taxation revenues for the year ending December 31, 2020 as the effect of the pandemic on the residents of the Village and the economy as a whole is not yet known. The extent that the effects of COVID-19 may have on the Village and its operations during the year ending December 31, 2020 cannot be determined at this time.

On April 14, 2020 the Supreme Court of British Columbia granted an Order declaring Neucel Specialty Cellulose Ltd. bankrupt. On this date, the court also appointed PricewaterhouseCoopers Inc. as a Trustee in bankruptcy and as Receiver of the assets, undertakings and properties of Neucel. No impact on the fiscal 2020 net income of the Village is anticipated as a result of this bankruptcy order, as all receivables for Neucel have been deemed uncollectible at the end of the current year and allowed for.

# VILLAGE OF PORT ALICE

## Schedule 1 - Government Grants to the Village and Ratepayers

Year Ended December 31, 2019

	2019		2018
	Budget \$	Actual \$	
<b>Federal Government</b>			
Grants in Lieu of Taxes	4,000	5,126	4,352
Water Capital Fund			
Water Tank	-	-	198,005
Sewer Capital Fund			
Building Canada Fund	-	69,333	132,337
	<u>4,000</u>	<u>74,459</u>	<u>334,694</u>
<b>Province of British Columbia</b>			
General Fund			
Small Communities Protection	310,000	326,590	318,559
Rural Dividend Grant	-	19,224	486,939
Other	<u>12,000</u>	<u>11,854</u>	<u>33,603</u>
	<u>322,000</u>	<u>357,668</u>	<u>839,101</u>
General Capital Fund			
Gas Tax	86,000	173,769	90,695
Water Reservoir	<u>439,980</u>	<u>-</u>	<u>-</u>
	<u>525,980</u>	<u>173,769</u>	<u>90,695</u>
	<u>847,980</u>	<u>531,437</u>	<u>929,796</u>

## VILLAGE OF PORT ALICE

### Schedule 2 - Combined Statement of Operations by Segment

Year Ended December 31, 2019

	General Government	Volunteer Fire Department	Public Works Department	Environmental Health Services	Recreation Services	Arcata	Community Centre	Sea View Activity Centre	Water Utility	Sewer Utility	2019 Actual	2019 Plan (Note 16)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Revenues</b>												
General Taxes	875,091	-	-	-	-	-	-	-	-	-	875,091	876,700
Grants - Federal	74,459	-	-	-	-	-	-	-	-	-	74,459	4,000
Grants - Provincial	531,437	-	-	-	-	-	-	-	-	-	531,437	847,980
Utility Charges	-	-	-	-	-	-	-	-	64,717	143,360	208,077	203,000
Sales of Services	-	-	-	67,072	38,700	10,490	-	-	-	-	106,262	73,500
Other Revenue	247,882	-	-	-	-	-	-	-	5,229	246	253,357	120,500
Equity Income from North Island Community Forest	<u>989,018</u>	-	-	-	-	-	-	-	-	-	<u>989,018</u>	-
	<u>2,717,887</u>	-	-	<u>67,072</u>	<u>38,700</u>	<u>10,490</u>	-	-	<u>69,946</u>	<u>143,606</u>	<u>3,037,701</u>	<u>2,125,680</u>
<b>Expenditures</b>												
Goods and Services	1,932,163	36,684	153,433	109,898	47,844	61,793	41,834	3,613	33,505	132,878	2,553,645	740,000
Labour	264,557	20,371	253,512	47,176	98,609	17,672	15,974	-	12,808	27,918	758,397	747,800
Interest and Bank Charges	5,190	-	-	-	-	-	14,948	-	-	-	20,138	38,900
Amortization	<u>115,043</u>	<u>25,265</u>	<u>32,506</u>	<u>409</u>	<u>6,727</u>	<u>36,156</u>	<u>99,939</u>	-	<u>20,518</u>	<u>101,461</u>	<u>438,074</u>	<u>438,074</u>
	<u>2,316,953</u>	<u>82,320</u>	<u>439,451</u>	<u>157,483</u>	<u>153,230</u>	<u>115,621</u>	<u>172,695</u>	<u>3,613</u>	<u>66,831</u>	<u>262,257</u>	<u>3,770,454</u>	<u>1,964,774</u>
	400,934	(82,320)	(439,451)	(90,411)	(124,530)	(105,131)	(172,695)	(3,613)	3,115	(118,651)	(732,753)	160,906
Gain on Disposition of Property	<u>4,710</u>	-	-	-	-	-	-	-	-	-	<u>4,710</u>	-
<b>Annual Surplus (Deficit)</b>	<u>405,644</u>	<u>(82,320)</u>	<u>(439,451)</u>	<u>(90,411)</u>	<u>(124,530)</u>	<u>(105,131)</u>	<u>(172,695)</u>	<u>(3,613)</u>	<u>3,115</u>	<u>(118,651)</u>	<u>(728,043)</u>	<u>160,906</u>

CHAN NOWOSAD BOATES  
CHARTERED PROFESSIONAL ACCOUNTANTS



## VILLAGE OF PORT ALICE

### Schedule 3 - Combined Statement of Operations by Segment

Year Ended December 31, 2018

	General Government	Volunteer Fire Department	Public Works Department	Environmental Health Services	Recreation Services	Arena	Community Centre	Sea View Activity Centre	Water Utility	Sewer Utility	2018 Actual	2018 Plan
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Revenues</b>												
General Taxes	1,106,144	-	-	-	-	-	-	-	-	-	1,106,144	1,105,860
Grants - Federal	334,694	-	-	-	-	-	-	-	-	-	334,694	4,000
Grants - Provincial	929,796	-	-	-	-	-	-	-	-	-	929,796	956,180
Utility Charges	-	-	-	-	-	-	-	-	64,958	136,527	201,485	199,000
Sales of Services	-	-	-	64,760	21,734	7,134	-	-	-	-	93,628	69,300
Other Revenue	196,761	-	-	-	-	-	-	-	4,615	2,776	204,152	101,900
Equity Income (Loss) from North Island Community Forest	<u>40,500</u>	-	-	-	-	-	-	-	-	-	<u>40,500</u>	-
	<u>2,607,895</u>	-	-	<u>64,760</u>	<u>21,734</u>	<u>7,134</u>	-	-	<u>69,573</u>	<u>139,303</u>	<u>2,910,399</u>	<u>2,436,240</u>
<b>Expenditures</b>												
Goods and Services	111,269	28,171	150,245	103,580	48,481	85,428	38,346	5,114	38,317	114,398	723,349	871,630
Labour	295,844	17,806	234,295	49,877	71,144	47,349	22,176	-	21,686	33,653	793,830	891,550
Interest and Bank Charges	5,351	-	-	-	-	-	16,379	-	-	-	21,730	38,900
Amortization	<u>117,521</u>	<u>24,599</u>	<u>30,096</u>	<u>409</u>	<u>6,777</u>	<u>36,156</u>	<u>99,940</u>	-	<u>20,518</u>	<u>33,203</u>	<u>369,219</u>	<u>401,349</u>
	<u>529,985</u>	<u>70,576</u>	<u>414,636</u>	<u>153,866</u>	<u>126,402</u>	<u>168,933</u>	<u>176,841</u>	<u>5,114</u>	<u>80,521</u>	<u>181,254</u>	<u>1,908,128</u>	<u>2,203,629</u>
	2,077,910	(70,576)	(414,636)	(89,106)	(104,668)	(161,799)	(176,841)	(5,114)	(10,948)	(41,951)	1,002,271	232,611
Loss on Disposition of Tangible Capital Assets	-	-	-	-	-	-	-	-	<u>(153,878)</u>	-	<u>(153,878)</u>	-
<b>Annual Surplus (Deficit)</b>	<u>2,077,910</u>	<u>(70,576)</u>	<u>(414,636)</u>	<u>(89,106)</u>	<u>(104,668)</u>	<u>(161,799)</u>	<u>(176,841)</u>	<u>(5,114)</u>	<u>(164,826)</u>	<u>(41,951)</u>	<u>848,393</u>	<u>232,611</u>

CHAM NOWOSAD BOATES  
CHARTERED PROFESSIONAL ACCOUNTANTS

## VILLAGE OF PORT ALICE

### Schedule 4 - Reserve Fund Transactions

Year Ended December 31, 2019

	Capital Works Machinery and Equipment	Fire Hall	Rec Centre	Economic Development	Total 2019	Total 2018
	\$	\$	\$	\$	\$	\$
Balance, Beginning of Year	234,792	113,529	105,060	580,906	1,034,287	937,231
Interest Earned	4,290	2,074	1,920	10,449	18,733	9,280
Transfer From Other Funds	4,709	-	9,091	212,295	226,095	116,593
Used for Capital Expenditures	-	-	-	(30,868)	(30,868)	(28,817)
Balance, End of Year	<u>243,791</u>	<u>115,603</u>	<u>116,071</u>	<u>772,782</u>	<u>1,248,247</u>	<u>1,034,287</u>

CHAN NOWOSAD BOATES  
CHARTERED PROFESSIONAL ACCOUNTANTS

**VILLAGE OF PORT ALICE  
BYLAW NO. 651, 2019**

BEING A BYLAW FOR THE VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023

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 2019 – 2023, Revenues and Expenditures.
2. Schedule "B" attached to and forming part of this Bylaw is the Village of Port Alice Financial Plan 2019 – 2023 Statement of Objectives and Policies.
3. This Bylaw may be cited for all purposes as the "Village of Port Alice Financial Plan 2019 - 2023 Bylaw No.651, 2019".

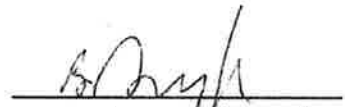
READ A FIRST AND SECOND TIME THIS 27<sup>th</sup> DAY OF MARCH, 2019.

PUBLIC CONSULTATION MEETING HELD ON THE 9<sup>th</sup> DAY OF APRIL 2019.

READ A THIRD TIME THIS 10<sup>th</sup> DAY OF APRIL 2019.

RECONSIDERED, AND ADOPTED THIS 24<sup>th</sup> DAY OF APRIL 2019.

  
Mayor

  
Chief Administrative Officer

Certified a true copy of Bylaw No.651, as adopted by Council on the 24<sup>th</sup> day of April, 2019.

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

**VILLAGE OF PORT ALICE  
BYLAW NO. 651, 2019**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023  
Bylaw No. 651, 2019 - Schedule 'A' REVENUES**

REVENUES	2019	2020	2021	2022	2023
<b>Property Taxes</b>	\$853,700	\$825,562	\$836,863	\$858,276	\$859,804
Utility/Grant in Place of Taxes	\$23,000	\$23,230	\$23,462	\$23,697	\$23,934
<b>Total Taxation</b>	<b>\$876,700</b>	<b>\$848,792</b>	<b>\$860,325</b>	<b>\$881,973</b>	<b>\$883,738</b>
<b>Fees and Charges</b>					
Garbage Rates/Penalties	\$73,500	\$74,235	\$74,977	\$75,727	\$76,484
Recreation Supplies and Services	\$12,500	\$12,625	\$12,751	\$12,879	\$13,008
Recreation Facilities Rentals	\$26,000	\$26,260	\$26,523	\$26,788	\$27,056
Licenses/Permits	\$7,700	\$7,777	\$7,855	\$7,933	\$8,013
Water Utility	\$61,000	\$61,610	\$62,226	\$62,848	\$63,477
Sewer Utility	\$142,000	\$143,420	\$144,854	\$146,303	\$147,766
Other Revenue	\$74,300	\$75,043	\$75,794	\$76,551	\$77,317
<b>Total Fees and Charges</b>	<b>\$397,000</b>	<b>\$400,970</b>	<b>\$404,980</b>	<b>\$409,029</b>	<b>\$413,121</b>
<b>Other Revenue</b>					
Federal Govt Grants	\$1,500	\$0	\$0	\$0	\$0
Provincial Govt Grants -	\$847,980	\$6,033,020	\$393,040	\$393,061	\$393,080
Regional District of Mt. Waddington	\$2,500	\$0	\$0	\$0	\$0
<b>Total Other Revenue</b>	<b>\$851,980</b>	<b>\$6,033,020</b>	<b>\$393,040</b>	<b>\$393,061</b>	<b>\$393,080</b>
<b>Appropriation from Reserve</b>					
Appropriation from Capital Reserve	\$40,000	\$0	\$0	\$0	\$0
Appropriation from Surplus	\$165,020	\$0	\$0	\$0	\$0
Appropriation from Deferred Revenue: Gas Tax Fund	\$330,000	\$0	\$0	\$0	\$0
<b>Total Appropriation from Reserve</b>	<b>\$535,020</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funds Transfers</b>	\$0	\$0	\$0	\$0	\$0
<b>TOTAL LOCAL GOVERNMENT REVENUE</b>	<b>\$2,660,700</b>	<b>\$7,282,782</b>	<b>\$1,658,345</b>	<b>\$1,684,063</b>	<b>\$1,689,939</b>

**VILLAGE OF PORT ALICE  
BYLAW NO. 651, 2019**

**VILLAGE OF PORT ALICE FINANCIAL PLAN 2019 - 2023  
Bylaw No. 651, 2019 - Schedule 'A'**

EXPENDITURES	2019	2020	2021	2022	2023
<b>Debenture Debt Interest</b>					
Community Centre Upgrades      Matures - 2036	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
<b>Total Debenture Debt</b>	<b>\$33,900</b>	<b>\$34,239</b>	<b>\$34,581</b>	<b>\$34,927</b>	<b>\$35,276</b>
<b>Capital Expenditures</b>					
General	\$87,000	\$5,640,000	\$0	\$0	\$0
Water Utility	\$600,000	\$0	\$0	\$0	\$0
Sewer Utility	\$315,000	\$0	\$0	\$0	\$0
<b>Total Capital Expenditures</b>	<b>\$1,002,000</b>	<b>\$5,640,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Municipal Purposes</b>					
General Government, & Fiscal Services	\$406,000	\$410,060	\$414,161	\$428,303	\$422,485
Fire & Protective Services	\$77,000	\$77,770	\$78,548	\$79,333	\$80,127
Public Works	\$377,000	\$380,690	\$384,497	\$388,342	\$392,225
Health & Environmental Services	\$213,000	\$215,125	\$217,271	\$219,439	\$221,628
Recreation Services	\$262,800	\$233,868	\$236,207	\$238,568	\$240,955
Water Utility	\$53,000	\$53,530	\$54,065	\$54,606	\$55,153
Sewer Utility	\$137,900	\$139,279	\$140,672	\$142,079	\$143,499
<b>Total Other Municipal Purposes</b>	<b>\$1,526,700</b>	<b>\$1,510,322</b>	<b>\$1,525,421</b>	<b>\$1,550,670</b>	<b>\$1,556,072</b>
<b>Transfers to Reserves</b>					
General Fund	\$86,000	\$86,000	\$86,000	\$86,000	\$86,000
Water Fund	\$8,000	\$8,080	\$8,161	\$8,242	\$8,325
Sewer Fund	\$4,100	\$4,141	\$4,182	\$4,224	\$4,266
<b>Total Transfer of Funds</b>	<b>\$98,100</b>	<b>\$98,221</b>	<b>\$98,343</b>	<b>\$98,466</b>	<b>\$98,591</b>
<b>GRAND TOTAL</b>	<b>\$2,660,700</b>	<b>\$7,282,782</b>	<b>\$1,658,345</b>	<b>\$1,684,063</b>	<b>\$1,689,939</b>
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**VILLAGE OF PORT ALICE  
BYLAW NO. 651, 2019**

**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 2019. 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 review the proportion of revenue that is received from user fees and charges and increase current levels as required.

**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: 2019 Sources of Revenue**

Revenue Source	Revenue: Percentages of Total Budget	Dollar Value
Taxation	33%	876,700
Fees, Charges & Other Revenue	15%	397,000
Federal & Provincial Grants	32%	851,980
Appropriation from Reserves & Surplus	20%	535,020
<b>Total</b>	<b>100.00%</b>	<b>\$ 2,660,700</b>

**VILLAGE OF PORT ALICE**  
**BYLAW NO. 651, 2019**

**Schedule B Continued**

**Distribution of Property Tax Rates**

Table 2 outlines the distribution of property taxes among the property classes. Historically the major industrial property class provides the largest proportion of property tax revenue. This was appropriate as this class formed the largest portion of the assessment base and was the main reason for the existence of the community. As the assessment base changes the Village will endeavor to reduce the percentage of property tax revenue that the major industrial property class pays.

**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: 2019 Distribution of Property Tax Rates**  
**Based on Preliminary Values**

<b>Property Class</b>	<b>Percentage of Total Property Taxation</b>	<b>Dollar Value</b>
Residential ( 1)	43.49%	\$ 371,157
Utilities (2)	0.46%	\$ 3,968
Major Industrial (4)	48.95%	\$ 417,971
Light Industrial (5)	2.65%	\$ 22,622
Business (6)	4.43%	\$ 37,733
Recreation (8)	0.02%	\$ 249
<b>Total</b>	<b>100.00%</b>	<b>\$ 853,700</b>

**VILLAGE OF PORT ALICE  
BYLAW NO. 651, 2019**

**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**

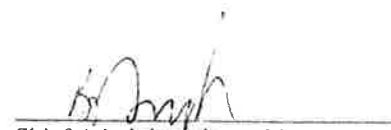
The Village of Port Alice will continue to provide permissive tax exemptions to non-profit societies that contribute social, economic and cultural benefits to the community.

**Policies**

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

Reviewed and adopted by Council on 27<sup>th</sup> March, 2019.

  
Mayor

  
Chief Administrative Officer



**VILLAGE OF PORT ALICE  
2019 STATEMENT OF PERMISSIVE EXEMPTION OF PROPERTY TAXATION**

Under Section 98 (2) (b) of the Community Charter Council is required to report the value of taxation that is being exempt.  
On October 11th 2018 Council passed the following permissive exemption bylaws which have an effect on taxation for 2019:

**Village of Port Alice Tax Exemption Bylaw No. 649 and Village of Port Alice Tax Exemption for Golf Course Bylaw No. 650**

ASSESSMENT/1000.	CLASS	GENERAL MUNICIPAL	SCHOOL	REGIONAL HOSPITAL	REGIONAL DISTRICT	B.C.A.A.	M.F.A.	POLICE	TOTAL
2018 TAX RATES	1	5.9898	3.5312	0.32156	0.79499	0.0403	0.0002	0.3145	10.99255
2018 TAX RATES	6	10.1826	4.2	0.78783	1.94774	0.1241	0.0005	0.7705	18.01327
2018 TAX RATES	8	5.9898	2.5	0.32156	0.79499	0.0403	0.0002	0.3145	9.96135

FOLIO	ROYAL CANADIAN LEGION										
779000	6	230700	230.7	\$ 2,349.13	\$ 968.94	\$ 181.75	\$ 449.34	\$ 28.63	\$ 0.12	\$ 177.75	\$ 4,155.66

FOLIO	PORT ALICE MARINE RESCUE SOCIETY										
2000	6	16100	16.1	\$ 163.94	\$ 67.62	\$ 12.68	\$ 31.36	\$ 2.00	\$ 0.01	\$ 12.41	\$ 290.01
1025000	6	220300	220.3	\$ 2,243.23	\$ 925.26	\$ 173.56	\$ 429.09	\$ 27.34	\$ 0.11	\$ 169.74	\$ 3,968.32

FOLIO	ECUMENICAL SOCIETY										
648000	8	185100	185.1	\$ 1,108.71	\$ 462.75	\$ 59.52	\$ 147.15	\$ 7.46	\$ 0.04	\$ 58.21	\$ 1,843.85

FOLIO	PENTECOSTAL ASSEMBLIES										
788030	8	304600	304.6	\$ 1,824.49	\$ 761.50	\$ 97.95	\$ 242.15	\$ 12.28	\$ 0.06	\$ 95.80	\$ 3,034.23
788031	6	86700	86.7	\$ 882.83	\$ 364.14	\$ 68.30	\$ 168.87	\$ 10.76	\$ 0.04	\$ 66.80	\$ 1,561.75

FOLIO	PORT ALICE GOLF CLUB										
75000	6	601,000.00	601	\$ 3,599.87	\$ 1,502.50	\$ 193.26	\$ 477.79	\$ 24.22	\$ 0.12	\$ 189.01	\$ 5,986.77

FOLIO	PORT ALICE YACHT CLUB										
27506940	8	63200	63.2	\$ 378.56	\$ 158.00	\$ 20.32	\$ 50.24	\$ 2.55	\$ 0.01	\$ 19.88	\$ 629.56
27506940	6	76000	76	\$ 773.88	\$ 319.20	\$ 59.88	\$ 148.03	\$ 9.43	\$ 0.04	\$ 58.56	\$ 1,369.01

TOTAL PROPERTY TAXATION				\$ 9,724.76	\$ 4,027.41	\$ 673.97	\$ 1,666.24	\$ 100.44	\$ 0.43	\$ 659.15	\$16,852.39
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Bonnie Danyk, Finance Officer



## VILLAGE OF PORT ALICE

### BYLAW NO. 649

#### A BYLAW TO EXEMPT SPECIFIC PROPERTIES FROM TAXATION FOR THE YEAR 2019

**WHEREAS**, Section 220 of the Community Charter exempts from taxation: 1) land, improvements or both of a public library; 2) a building and the land on which the building stands if title registered in the name of the religious organization using the building and Section 224 of the Community Charter empowers Council, by Bylaw, to exempt from taxation, land, improvements or both owned or held by a charitable, philanthropic or other not for profit corporation that are used for a purpose that is directly related to the purposes of the corporation;

**NOW THEREFORE**, the Council of the Village of Port Alice, in open meeting assembled, enacts that the following lands and improvements thereon, are hereby exempted from taxation, imposed under Section 197 (1) of the *Community Charter*, for the year 2019:

**1. THE WHARF AT JEUNE LANDING**

- 1.1 Plan 594321, D.L. 188, Rupert District, Wharf Approach, & D.L. 1514, Rupert District, Wharf Properties registered in the name of the Port Alice Marine Rescue Society **Roll No: 00002.000**  
**& Roll No. 01025.00**

**2. THE LIBRARY, ECUMENICAL AND PENTECOSTAL CHURCHES**

- 2.1 The portion of the Community Centre Plan 22443, Lot 3, D.L.2137, Rupert District, located at 951 Marine Drive, for the space known as the Library  
Property leased to the Vancouver Island Regional Library **Roll No. 00778.010**
- 2.2 Plan 18774, Lot 3, Block 7, D.L. 2137, Rupert District, located at 1100 Nigei St  
Property registered in the name of the Port Alice Ecumenical Society **Roll No. 00648.000**
- 2.3 Plan 33023, Lots 13 & 14, D.L. 2137, Rupert District, located at 850-860 Marine Dr  
Properties registered in the name of the Pentecostal Assemblies of Canada **Roll No. 00788.030**  
**& Roll No. 00788.031**
- 3. THE LEGION HALL**
- 3.1 The Legion Hall, Plan 22668, Lot 1, D.L. 2137, Rupert District  
Registered to the Royal Canadian Legion Branch #180 **Roll No. 00779.000**
- 3.2 The portion of Plan 22668, Lot 1, DL 2137, Rupert District, which contains a residential housing unit is exclusive of this Bylaw
- 4. THE YACHT CLUB**
- 4.1 Rupert Land District, District Lot PT304 Roll Number 27506.940  
The property registered in the name of the Port Alice Yacht Club **Roll No. 27506.940**

**5. CITATION**

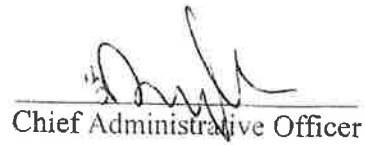
This Bylaw may be cited as the "Village of Port Alice Permissive Exemption Taxation Bylaw for the Year 2019, Bylaw No. 649, 2018."

**6. 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 is deemed valid.

READ A FIRST, SECOND & THIRD TIME THE 8<sup>th</sup> DAY OF AUGUST 2018.  
ADOPTED THE 11<sup>th</sup> DAY OF OCTOBER 2018.

  
Mayor

  
Chief Administrative Officer

Certified a true and correct copy of Bylaw No. 649, as adopted on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

VILLAGE OF PORT ALICE

BYLAW NO. 650

A BYLAW TO EXEMPT SPECIFIC PROPERTIES FROM TAXATION FOR THE YEAR 2019

**WHEREAS**, Section 225 of the Community Charter empowers Council, by Bylaw, to exempt from taxation, eligible golf course property, being land maintained as a golf course.

**NOW THEREFORE**, the Council of the Village of Port Alice, in open meeting assembled, enacts that the following lands and improvements thereon, are hereby exempted from taxation, imposed under Section 197 (1) of the *Community Charter*, for the year 2019:

1. **PORT ALICE GOLF CLUB**

Eastern portion of District Lot 1187, Rupert Land District which is identified and assessed by BC Assessment as Recreation / Non-profit.

Property registered in the name of Neucel Specialty Cellulose Ltd.

**Roll No: 00075.000**

2. **CONDITIONS**

a.) The property must continue to be operated as a golf course and must be accessible by members of the public.

b.) Neucel Specialty Cellulose Ltd. must continue to pay Village of Port Alice taxes.

3. **CITATION**

This Bylaw may be cited as the "Village of Port Alice Permissive Exemption Taxation Bylaw for the Year 2019, Bylaw No. 650, 2018."

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 is deemed valid.

READ A FIRST, SECOND & THIRD TIME THE 8<sup>th</sup> DAY OF AUGUST 2018.  
ADOPTED THE 11<sup>th</sup> DAY OF OCTOBER 2018.

  
Mayor

  
Chief Administrative Officer

Certified a true and correct copy of Bylaw No. 650, as adopted on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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



**VILLAGE OF PORT ALICE**  
**STATEMENT OF FINANCIAL INFORMATION**  
**2019 SCHEDULE OF REMUNERATION & EXPENSES**

**1. Schedule of Remuneration & Expenses paid to or on behalf of Elected Officials.**

Name	Position	Remuneration	Expenses	Totals
Cameron Kevin	Mayor	\$11,823.00	\$5,693.48	\$17,516.48
Aldis Holly	Councillor	\$7,882.00	\$1,331.68	\$9,213.68
Beatty Warren	Councillor	\$1,970.00	\$0.00	\$1,970.00
Lloyd Bruce	Councillor	\$7,882.00	\$1,569.96	\$9,451.96
Yunker Angela	Councillor	\$7,882.00	\$2,050.00	\$9,932.00
Wastson Sean	Councillor	\$1,550.00	\$0.00	\$1,550.00
<b>Sub Total (A)</b>		<b>\$38,989.00</b>	<b>\$10,645.12</b>	<b>\$49,634.12</b>

**2. Schedule of Remuneration & Expenses paid to or on behalf of Employees.**

Employees	Remuneration	Expenses	Totals
<b>Remuneration &amp; Expenses in excess of \$75,000.00</b>			
Bonnie Danyk, Finance Officer / Deputy CAO	\$ 109,131.00	\$ 5,898.17	\$ 115,029.17
Jason Yunker, Public Works Foreman	\$ 81,078.00	\$ -	\$ 81,078.00
Consolidated Remuneration & Expenses under \$75,000.00	\$ 377,374.00	\$ 4,213.41	\$ 381,587.41
<b>Sub Total (B)</b>	<b>\$567,583.00</b>	<b>\$10,111.58</b>	<b>\$577,694.58</b>

**3. Reconciliation**

Total Remuneration Elected Officials ( Sub Total (A))					\$38,989.00
Total Remuneration Employees ( Sub Total (B))					\$567,583.00
<b>Subtotal</b>					\$606,572.00
Staff Benefits Payments					\$152,025.00
<b>Total Per statement of Revenue &amp; Expenditure</b>					\$758,597.00
<b>Variance</b>					<b>\$0.00</b>

**VILLAGE OF PORT ALICE**  
**2019 STATEMENT OF SEVERANCE AGREEMENTS**

There are no severance agreements under which payment commenced between the Village of Port Alice and its non-unionized employees during fiscal year 2019.

**VILLAGE OF PORT ALICE**  
**STATEMENT OF FINANCIAL INFORMATION**  
**2019 SCHEDULE OF GOODS & SERVICES**  
Statement of Payments made for Goods and Services

**1. Suppliers Who Received Aggregate Payments Exceeding \$25,000.00**

ATCO STRUCTURES & LOGISTICS LTD	\$	32,134.94
BC HYDRO	\$	100,247.61
ISLAND INSTRUMENTATION SERVICES LTD.	\$	40,049.27
IWC EXCAVATION LTD	\$	198,733.43
MCELHANNEY CONSULTING SERVICES	\$	34,482.02
MINISTRY OF FINANCE	\$	136,721.55
MOUNT WADDINGTON REG. HOSPITAL DISTRICT	\$	51,203.52
MUNICIPAL INSURANCE ASSOCIATION OF BC	\$	45,752.00
NORTH ISLAND TRACTOR	\$	40,835.65
NORTH ISLAND WASTE MANAGEMENT LTD	\$	83,330.20
ORACH ENTERPRISES LTD	\$	41,438.74
RECEIVER GENERAL FOR CANADA	\$	149,549.13
REGIONAL DISTRICT OF MT. WADDINGTON	\$	217,377.84
SCOTIABANK	\$	76,827.69
SOUTHSIDE WELDING LTD	\$	50,219.46
TEX ELECTRIC LTD	\$	36,856.93
TROJAN TECHNOLOGIES	\$	285,488.00
VANCOUVER ISLAND REGIONAL LIBRARY	\$	36,916.00
	<b>\$</b>	<b>1,658,163.98</b>

**2. Consolidated total paid to suppliers receiving payments of \$25,000.00 or less**

**\$ 421,494.45**

**3. Total of payment to suppliers for grants and contributions exceeding \$25,000.00**

Consolidated total of grants exceeding \$25,000.00	\$	-
Consolidated total of contributions exceeding \$25,000.00	\$	-
Consolidated total grants and contributions exceeding \$25,000.00	<b>\$</b>	<b>-</b>

**4. Reconciliation**

Total Aggregate Amount Paid to Suppliers over \$25,000	\$	1,658,163.98
Consolidated total of payments of \$25,000 or less	\$	484,746.59
Consolidated total of all grants & contributions exceeding \$ 25,000	\$	410,734.43
Reconciling Items		

**Total Per Statement of Revenue and Expenditure**

Variance	<b>\$</b>	<b>2,553,645.00</b>
	\$	-




**VILLAGE OF PORT ALICE**  
**2019 STATEMENT OF FINANCIAL INFORMATION APPROVAL**

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9 (2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

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Mayor



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Finance Officer



# VILLAGE OF PORT ALICE

## STATEMENT OF FINANCIAL INFORMATION

### STATEMENT OF DECLARATION OF DISQUALIFICATION

Community Charter (Section 110)

#### Community Charter Section 110

Circumstances in which a person is disqualified from office on council:

- 1 A person elected or appointed to office on a council is disqualified from holding that office if any of the following applies:
  - a) the person does not make the required oath or affirmation of office within the time established by section 120 (1) [oath or affirmation of office];
  - b) the person is absent from council meetings for a period of 60 consecutive days or 4 consecutive regularly scheduled council meetings, whichever is the longer time period, unless the absence is because of illness or injury or is with the leave of council;
  - c) the person is disqualified under any of the following:
    - section 101 [restrictions on participation if in conflict]
    - section 102 [restrictions on inside influence]
    - section 103 [restrictions on outside influence]
    - section 105 [restrictions on accepting gifts]
    - section 106 [disclosure of gifts]
    - section 107 [disclosure of contracts]
    - section 108 [restrictions on use of insider information]
  - d) the person is disqualified under section 191 [liabilities for use of money contrary to Act];
  - e) the person is disqualified under section 66 (2) [who may hold elected office] of the Local Government Act or section 38 (2) [who may hold elected office] of the Vancouver Charter.
- 2 A person disqualified under subsection (1) is disqualified from holding office on a local government, including office on the council of the City of Vancouver, as follows:

Applicable provision	Period of disqualification
(1) (a) [failure to take oath]	until the next general local election;
(1) (b) [unexcused absence]	until the next general local election;
(1) (c) [conflict]	until the next general local election;
(1) (d) [unauthorized use of money]	for 3 years from the date of the vote to which which the disqualification relates;
(1) (e) [election disqualifications]	in accordance with Part 3 [Electors and Elections] of the Local Government Act or Part I of the Vancouver Charter

Section 110 provides circumstances in which Section 111 may be used and is for information purposes only.

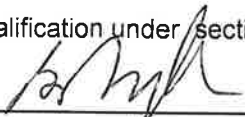
**VILLAGE OF PORT ALICE**  
**STATEMENT OF FINANCIAL INFORMATION**  
**STATEMENT OF DECLARATION OF DISQUALIFICATION**  
**Community Charter (Section 111)**

**Community Charter Section 111**

Application to court for declaration of disqualification.

- 1** If it appears that a person is disqualified under section 110 and is continuing to act in office,
  - a)** 10 or more electors of the municipality or
  - b)** the municipality,may apply to the Supreme Court for an order under this section.
  
- 2** As a restriction, a municipality may only make an application under subsection (1) if this is approved by resolution that
  - a)** is adopted by a vote of a least 2/3 of all council members, and
  - b)** identifies the grounds for disqualifications under section 110 which the council considers apply.
  
- 3** Section 100 [disclosure of conflict] and 101 [restrictions on participation if in conflict] do not apply to the council member who is subject to a resolution referred to in subsection (2) of this section in relation to that resolution.
  
- 4** An application under this section may only be made within 45 days after the alleged basis of the disqualification comes to the attention of
  - a)** any of the electors bringing the application, in the case of an application under subsection (1) (a), or
  - b)** any member of council other than the person alleged to be disqualified, in the case of an application under subsection (1) (b).
  
- 5** Within 7 days after the petition commencing an application under this section is filed, it must be served on
  - a)** the person whose right to hold office is being challenged, and
  - b)** in the case of an application under subsection (1) (a), the municipality.
  
- 6** On the hearing of the application, the court may declare
  - a)** that the person is qualified to hold office,
  - b)** that the person is disqualified from holding office, or
  - c)** that the person is disqualified from holding office and that the office is vacant.

There were no declarations of disqualification under section 111 of the Community Charter during 2019.

  
\_\_\_\_\_  
**Finance Officer**



## Municipal Services & Operations Summary for 2019

### General:

The Neucel Pulp Mill closed in February 2019. In March 2019 the Ministry of Environment received concerns about environmental risks on the site and proceeded to activate an emergency response at the Mill site.

Councillor Beatty resigned, a byelection was held in September and Sean Watson was the successful candidate. An Assent Vote was held at the same time with the question “ **Do you approve of the removal of the lot shown as dedicated park on Plan 17098 (currently being used as a parking lot) from park dedication for the purpose of offering it for sale to developers who would be willing to build a motel / hotel on the site as per Bylaw 656, Port Alice Park Closure Bylaw?**”. The result of the Assent Vote was a YES.

### Fire Department:

The Ladysmith Fire Department sold us their surplus pumper truck which replaced the 1981 International which had failed its inspection last year. The Pumper truck was in fantastic condition and is a great addition to the Fire Department fleet.

### Recreation Department:

The Doug Bondue Arena was open for one weekend in March for the 40<sup>th</sup> Oscar Hickes Tournament. The Community Centre added pickle ball and Mahjong to their activities.

### Public Works & Operations:

The sewer plant retrofit was completed with the addition of a Salnes screener to improve the efficiency of the plant. The Rumble Beach Marina parking lot improvements were completed, and the building was ordered.

**Emergency Planning and Hazard Assessment:**

A review was done on sections of the OCP regarding Tsunami levels and development permit areas. A consultant was hired to help write the Bylaw to implement the changes.

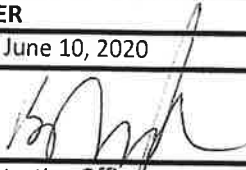

**Community Forest:**

There were several meetings with the Minister of Forest, Lands and Natural Resources, Doug Donaldson, to request more tenure for the North Island Community Forest.



Chief Administrative Officer

2019 Goals and Objectives			
SERVICE	OBJECTIVE	STRATEGY	MEASURE
ADMINISTRATION & FINANCE	Banking Services	Do an RFP for Banking Services	Completed
	Asset Planning	Review and Update Asset Management Registry, produce Asset Management Plan.	Ongoing
COMMUNICATION	Enhanced Online Communication	Create Village of Port Alice Facebook page. Explore updating website. Explore twitter and Instagram accounts.	Completed
COMMUNITY FOREST	Allowable Cut	Continue to lobby the Province to increase the amount of timber available to the North Island Community Forest.	Ongoing
DIKE SAFETY	Dike Maintenance	Continue to complete maintenance items as per the Dike Maintenance schedule.	Ongoing
ECONOMIC DEVELOPMENT	Economic Development Strategy	Review Port of Potential Plan. Continue to implement strategies.	Ongoing
	Business Promotion	Promote small business creation, collaborate with Community Futures on workshop	In Progress
	Official Community Plan	Review and update Official Community Plan to improve development permit requirements	Completed
	Training	Investigate possible partnership with North Island College to reinstate offer regular training opportunities in Port Alice	In Progress
MARINA	Upgrades	Implement plan to upgrade the Marina with utility connections, better parking and office space.	Completed
PROTECTIVE SERVICES	Fire Department	Review training requirements	Ongoing
	Emergency Planning	Update contact lists and emergency plan	Ongoing
PLANNING	OCP and Zoning Bylaw	Research grants to Complete update to OCP and commence Zoning Bylaw Updates	In Progress
PUBLIC WORKS			
RECREATION	Community Centre	Review programming. Survey Users	Completed
	Arena	Investigate uses for building.	Ongoing
TOURISM	Tourism Info Centre	Research grants to replace signs at town entrance across from PW Yard.	Completed
WATER	Water Conservation	Update Water Restriction Bylaw	Completed
WASTE WATER		Install Salnes Screen. Complete Asset Management Plan	Screen Complete, Plan in progress
	Sewage Treatment Plant		
Approved on June 12, 2019			
Chief Administrative Officer		Mayor	

2020 Goals and Objectives		
SERVICE	OBJECTIVE	STRATEGY
ADMINISTRATION & FINANCE	Source new funding opportunities	Develop shovel ready projects to take advantage of short intake grant opportunities
	Update Bylaws	Update Marina Bylaw
	Asset Planning	Review and Update Asset Management Registry, produce Asset Management Plan.
COMMUNICATION	Enhanced Online Communication	Explore Twitter and Instagram accounts. Continue to update website
COMMUNITY FOREST	Allowable Cut	Continue to lobby the Province to increase the amount of timber available to the North Island Community Forest.
DIKE SAFETY	Dike Maintenance	Continue to complete maintenance items as per the Dike Maintenance schedule.
ECONOMIC DEVELOPMENT	Economic Development Strategy	Review Port of Potential Plan.
	Property Development	Inventory properties for possible future development
	Lions Park Property	Continue work to prepare property for eventual sale for accomodation development
	Training	Investigate possible partnership with North Island College to reinstate offer regular training opportunities in Port alicie
	NI Communities	Work with other North Island Communities to cross promote each other's communities and have consistant messaging.
MARINA	Building and Dock Repairs	Purchase washer & dryer and furnish office in Marina Building. Repair damage to dock and floats
PROTECTIVE SERVICES	Fire Department	Recruit new members
	Emergency Planning	Update contact lists and emergency plan
PLANNING	OCP and Zoning Bylaw	Complete update to OCP and commence Zoning Bylaw Updates
RECREATION	Community Centre	Review programming.
	Bike Trails	Investigate possibility of renewing mountain bike trails for recreational use
TOURISM	Signage	Replace signs at town entrance across from PW Yard. Sea walk signage project
WASTE WATER	Condition Assessment	Complete Sanitary Sewer replacement plan
Approved on June 10, 2020		
 		
Chief Administrative Officer		Mayor





**VILLAGE OF PORT ALICE**

**ANNUAL REPORT**

**FOR YEAR ENDING 2019**

(Community Charter Section 98)

**A P P E N D I X “A”**

**North Island Community Forest**  
**Audited Financial Statements for the year ended**  
**December 31, 2019.**



**NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

**Financial Statements**

**Year Ended December 31, 2019**

**NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

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**Year Ended December 31, 2019**

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## INDEPENDENT AUDITOR'S REPORT

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To the Partners of North Island Community Forest Limited Partnership

### *Opinion*

I have audited the financial statements of North Island Community Forest Limited Partnership (the Partnership), which comprise the balance sheet as at December 31, 2019, and the statements of income, partners' capital and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Partnership as at December 31, 2019, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for private enterprises (ASPE).

### *Basis for Opinion*

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Partnership in accordance with ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASPE, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Partnership's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Partnership or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Partnership's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

(continues)

Independent Auditor's Report to the Partners of North Island Community Forest Limited Partnership *(continued)*

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Partnership's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Partnership's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Partnership to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Port Hardy, British Columbia  
March 12, 2020

*Foster + Company*  
CHARTERED PROFESSIONAL ACCOUNTANT

# NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP

## Balance Sheet

December 31, 2019

	2019	2018
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 1,130,507	\$ 286,576
Goods and services tax recoverable	1,554	-
	<u>\$ 1,132,061</u>	<u>\$ 286,576</u>
<b>LIABILITIES AND PARTNERS' CAPITAL</b>		
<b>CURRENT</b>		
Accounts payable	\$ 32,921	\$ 27,234
Goods and services tax payable	-	854
	<u>32,921</u>	<u>28,088</u>
ACCURAL FOR SILVICULTURE LIABILITIES (Note 5)	<u>13,436</u>	<u>14,000</u>
	<u>46,357</u>	<u>42,088</u>
PARTNERS' CAPITAL	<u>1,085,704</u>	<u>244,488</u>
	<u>\$ 1,132,061</u>	<u>\$ 286,576</u>

APPROVED BY THE BOARD OF DIRECTORS

 Director  
 Director

See notes to financial statements

Foster & Company  
Chartered Professional Accountant

**NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP****Statement of Income****Year Ended December 31, 2019**

	2019	2018
<b>SALES</b>	<b>\$ 3,025,956</b>	<b>\$ 150,000</b>
<b>EXPENSES</b>		
Directors' stipends	26,700	22,075
Manager's fees	7,086	-
Administrative assistant	6,537	6,617
Accounting and legal fees	6,483	4,600
Professional fees	4,088	1,475
Insurance	3,855	3,469
Annual Tenure Licence Fee	3,848	3,848
Office	2,047	1,450
Travel	1,377	2,440
Freight costs	500	-
Bridge and road maintenance	200	-
Stumpage	72	-
Interest and bank charges	20	29
Late filing penalty on GST	-	5,739
	<b>62,813</b>	<b>51,742</b>
<b>INCOME FROM OPERATIONS</b>	<b>2,963,143</b>	<b>98,258</b>
<b>OTHER INCOME</b>	<b>3,910</b>	<b>1,215</b>
<b>NET INCOME</b>	<b>\$ 2,967,053</b>	<b>\$ 99,473</b>

See notes to financial statements

Foster & Company  
Chartered Professional Accountant



**NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

**Statement of Partners' Capital**

**Year Ended December 31, 2019**

	Equity %	2018 Balance	Net Income	Contributions	Withdrawals	2019 Balance
Town of Port McNeill	33	\$ 68,889	\$ 979,127	\$ -	\$ (707,945)	\$ 340,071
District of Port Hardy	33	68,890	979,127	-	(707,946)	340,071
Village of Port Alice	33	68,890	979,127	-	(707,946)	340,071
North Island Community Forest Ltd.	1	37,819	29,672	-	(2,000)	65,491
Partners' total	100	\$ 244,488	\$ 2,967,053	\$ -	\$ (2,125,837)	\$ 1,085,704
	Equity %	2017 Balance	Net Income	Contributions	Withdrawals	2018 Balance
Town of Port McNeill	33	\$ 36,063	\$ 32,826	\$ -	\$ -	\$ 68,889
District of Port Hardy	33	36,064	32,826	-	-	68,890
Village of Port Alice	33	36,064	32,826	-	-	68,890
North Island Community Forest Ltd.	1	36,824	995	-	-	37,819
Partners' total	100	\$ 145,015	\$ 99,473	\$ -	\$ -	\$ 244,488

See notes to financial statements

Foster & Company  
Chartered Professional Accountant

**NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

**Statement of Cash Flows**

**Year Ended December 31, 2019**

	2019	2018
<b>OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 3,025,956	\$ 150,000
Cash paid to suppliers and employees	(57,667)	(46,019)
Interest received	3,910	1,215
Interest paid	(22)	(31)
Goods and services tax	(2,409)	(97,851)
Cash flow from operating activities	<u>2,969,768</u>	<u>7,314</u>
<b>FINANCING ACTIVITY</b>		
Partners' drawings	<u>(2,125,837)</u>	<u>-</u>
<b>INCREASE IN CASH FLOW</b>	<b>843,931</b>	<b>7,314</b>
Cash - beginning of year	<u>286,576</u>	<u>279,262</u>
<b>CASH - END OF YEAR</b>	<u><b>\$ 1,130,507</b></u>	<u><b>\$ 286,576</b></u>

See notes to financial statements

Foster & Company  
Chartered Professional Accountant

# **NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

## **Notes to Financial Statements**

**Year Ended December 31, 2019**

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### **DESCRIPTION OF BUSINESS**

North Island Community Forest Limited Partnership (the "partnership") was formed in British Columbia on April 15, 2011. The partnership has a 25 year agreement with the Province of British Columbia to operate a community forest with a quota of 52,000 cubic meters per 5 year period for the benefit of the Village of Port Alice, the District of Port Hardy, and the Town of Port McNeill.

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### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### *Basis of presentation*

These financial statements reflect the assets, liabilities, revenues and expenses of the partnership and do not include any other assets, liabilities, revenues or expenses of the owners/partners. They are presented in accordance with Canadian accounting standards for private enterprises (ASPE).

#### *Cash and short term investments*

Guaranteed Investment Certificates redeemable within one year are classified as cash equivalents.

#### *Revenue recognition*

Revenue recognition varies with the contract. Sales through BC Timber Sales are recognized when the sale proceeds, including non-refundable pre-harvesting payments, become receivable. Sales to other companies are recognized periodically as wood has been harvested.

#### *Financial instruments policy*

Financial instruments are recorded at fair value when acquired or issued. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

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### **2. FINANCIAL INSTRUMENTS**

The partnership is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the partnership's risk exposure and concentration as of December 31, 2019.

Financial assets measured at amortized cost totalled \$1,132,061 (2018 - \$286,576).

#### *Credit risk*

Credit risk arises from the potential that a counter party will fail to perform its obligations. The partnership is exposed to credit risk from customers. In order to reduce its credit risk, the partnership deals with large companies or government agencies with a history of fulfilling their payment obligations.

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### **3. RELATED PARTY TRANSACTIONS**

During the year, Hecate Integrated Resources Ltd., a corporation owned by the Chair of the Board of Directors, provided services at normal market rates to the North Island Community Forest Limited Partnership. The selection of the service provider followed the Board's conflict of interest policy. The services, for completing Forest Stewardship Plan, totalled \$4,087.50.

# **NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP**

## **Notes to Financial Statements**

**Year Ended December 31, 2019**

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### **4. INCOME TAXES**

The partnership is not a taxable entity. Instead, its net income is distributed to its partners and is taxed in their hands if taxes are applicable.

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### **5. CONTINGENT LIABILITY**

An amount was accrued for post-harvest silviculture liabilities, which is a legislated obligation for forest tenure holders on cutblocks after harvesting. During 2019, \$564 was paid for these costs. Management believes the remaining accrual to be sufficient for all costs that may arise in the future with respect to that cutblock. The current contracts through BC Timber Sales involve no responsibility for silviculture costs related to the 2017 and 2019 harvests as BC Timber Sales has taken on the obligation on behalf of the North Island Community Forest LP, as per the Disposition Agreements.

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Gateway to the Wild West Coast

# INFORMATION ITEMS





# **Building BC's Recovery, Together**

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**SHARE YOUR IDEAS**

Get involved  
[gov.bc.ca/recoveryideas](https://gov.bc.ca/recoveryideas)







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## Message from the Premier

**THE COVID-19 PANDEMIC HAS CHALLENGED** and changed our province.

More than 2,500 British Columbians have been diagnosed with COVID-19, and, tragically, more than 165 loved ones have died. Their passing occurred despite the heroic efforts of nurses, doctors and health-care workers.

Our friends and neighbours suddenly found themselves out of work. Some people were able to keep working from home, but if they had school-age kids, it required a lot of juggling. For others living in rural communities, working from home was not an option, and some traveled to remote work sites.

Across BC, thousands more kept working in grocery stores, transportation, pharmacies and other essential services to ensure we had what we needed while we fought to flatten the curve. Many business owners did their part to help flatten the curve by taking the difficult step of closing their doors.

Even if you haven't been touched directly by illness or job loss, you're likely facing some uncertainty about the future. We all are.

But there are better days ahead of us.

We've already taken critical steps to protect people's health, homes and incomes. In partnership with Ottawa, we've taken steps to maintain basic incomes, protect jobs and assist businesses. These measures are just the start.

Recently, with the guidance of Health Minister Adrian Dix and Provincial Health Officer Dr. Bonnie Henry, we announced our plan to carefully restart BC. Now we begin to turn our attention from a restart to recovery. But recovery means more than just returning to what we had before.



Like you, I know that British Columbia can bounce back better than ever. We can build a stronger, more resilient BC by putting people at the centre of every decision we make.

We can build a BC where strong public services are always there when people need them. We can meet the challenge of the climate crisis. And we can do so in partnership with Indigenous peoples to ensure that everyone can benefit from our progress.

But we can't do it without you. This document is the start of a discussion about what kind of a province we want to build.

Throughout the pandemic, we have emphasized transparency — by explaining the problem, sharing the evidence, charting a direction. That's the same approach we need to plan our economic recovery.

Today, I'm asking you to have your say by completing BC's online survey, participating in a virtual townhall or replying to this paper with your ideas and priorities. We'll be reaching out during the coming weeks and months to hear your views and hear from community, Indigenous, business and other groups across the province.

Since the pandemic began, British Columbians' response showed clearly that we are at our best when we work together. Your input will help us shape the decisions as we invest our \$1.5 billion Economic Recovery Fund and plan for our next budget.

I hope you will participate in planning BC's recovery — to help shape it, just as you helped flatten the curve.

A handwritten signature in black ink, reading "John J. Horgan". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

**JOHN HORGAN**

*Premier of British Columbia*

## Message From Minister of Finance and Deputy Premier

**SINCE THE FIRST CASE OF COVID-19 IN BC,** our government has focused on addressing the most pressing needs of British Columbians during the crisis.

We have had three main priorities: keeping people safe by supporting our hospitals and health-care workers; helping British Columbians who need it with programs like income supports; and making sure that essential services like groceries and public transit continue to be available.

The health threat of COVID-19 is far from over. But we are making progress.

Thanks to the efforts of everyone from front-line doctors to families who practiced safe physical distancing, we have flattened the curve.

We know many people are still worried about losing their jobs or their homes, and are anxious about the future. Business owners are worried about confidence. When will people feel confident enough to resume spending, and when will entrepreneurs feel the time is right to invest and expand again?

As we start preparing for the road ahead, we won't lose sight of these immediate concerns, and we'll keep doing everything we can to provide help to the people who need it.

Throughout the pandemic, businesses providing essential services remained open safely. In mid-May we began to restart BC, allowing more businesses and services like parks to open safely. Now it is time to begin getting our economy back to pre-pandemic levels deliberately and safely.



Rebuilding our economy after COVID-19 will be a massive job. But we're starting from a strong place. We have a lot of advantages in BC, from our natural resources and clean technology, to our capacity for research, to our culture of innovation and entrepreneurship. We're the gateway to Asia and a major port to the US. And our most important advantage is our people.

Our province's inherent strengths have not been lost during the pandemic. That is why, even though times are tough, and uncertainty clouds the year ahead, I have never been more optimistic about the future of British Columbia. By building on our strengths, and drawing on new ideas, we will restore economic growth and achieve a vibrant, inclusive, competitive economy.

The road to recovery will not be easy, but I know we can emerge stronger than ever.



**CAROLE JAMES**

*Minister of Finance and Deputy Premier*

## WHAT HAVE WE DONE SO FAR

When the pandemic hit, our government quickly put in place a **\$5 BILLION** COVID-19 Action Plan that protects people's health, provides financial relief to people and businesses who need it, and builds BC's plan for economic recovery.

Some of the measures are intended to help the majority of British Columbians. For example, BC Hydro rates have been reduced by **1 PERCENT**, which helps almost all people and businesses in the province save money. Other measures are more targeted, focusing help on those who need it most.

The \$5 billion action plan is designed to complement measures brought in by the federal government, to amplify the benefits to people in BC. To take one example, the federal CERB offers people who have lost work due to COVID-19 a benefit of **\$2000** per month. The BC Emergency Benefit for Workers (BCEBW) offers CERB recipients an additional **\$1,000** one-time payment.

## How has COVID-19 affected BC's economy?

It's too early to calculate the full economic consequences of COVID-19, or even say what will happen to our economy in the months ahead before the virus is controlled. But we do know the economic impact of this pandemic is as bad as any we have ever seen in the history of our province. Hundreds of thousands of British Columbians have lost their jobs. Everyone has a family member, friend or neighbour facing unemployment.

The crisis came about very suddenly. Like jurisdictions across the country and around the world, we are facing unemployment levels similar to those of the Great Depression — but this time they appeared in a matter of weeks, a process that took years in the 1930s.

The trigger for this crisis was also unusual. The problem did not start within the economy itself, with something like a stock-market crash or a housing bubble. This time it was a sudden, external shock that forced governments everywhere to temporarily close large parts of the economy in order to prevent many deaths and far greater economic damage.

The people who have been most affected work in the services sector, especially in public-facing jobs like retail stores, restaurants, tourism, and social services.

As a result, women and young people in particular have seen terrible increases in unemployment. Part-time, informal, and self-employed workers have also been disproportionately harmed.

The unusual characteristics of this economic downturn mean the recovery will probably look different than recoveries after previous downturns.



And since the effects have not been the same for all people, or all sectors of the economy, our rebuilding plan can't be one-size-fits-all, either.

The COVID-19 pandemic has helped us appreciate that "front-line" workers are not just on the front lines of health care. They include the thousands of other essential workers who have kept BC moving in challenging times.

**FIGURE 1: BC industries with biggest job losses due to COVID-19**

	% of industry's jobs lost	Share of total job loss	% of job losses that were women
<b>All industries</b>	<b>13%</b>	<b>100%</b>	<b>54%</b>
Accommodation and food services	50%	30%	65%
Retail trade	19%	19%	57%
Construction	14%	11%	10%
Information, culture and recreation	22%	8%	57%
Other services (except government)	29%	11%	70%
All other industries	4%	22%	49%

Grocery store clerks, truck drivers and farmers have kept the food supply chain open. Child-care workers have made it possible for nurses, firefighters and others to go to work knowing their kids are in good hands. Bus drivers have ensured public transit is there for those who need it. The list of essential workers is long. We are grateful to them all.

These examples remind us that when we talk about “the economy,” we are talking about people. The economy is not an abstract thing, separated from people’s real lives. Although we often use numbers to measure economic trends, behind those numbers are real people.

Above all else, a strong economy means one that benefits people. This understanding — that the economy is people — will guide us as we move into the next phase of our economic recovery.

**FIGURE 2: Share of total job losses by category**



Source: All data is from the Statistics Canada Labour Force Survey. All numbers are unadjusted. February to May 2020.

## Next Steps

There is still a lot of uncertainty about what will happen with the pandemic. How quickly we bounce back depends on a number of questions no one can yet answer. When will we have a vaccine? How quickly can we develop an effective treatment? We don't know.

Still, we can and must start to move forward, with caution.

Economically, the immediate challenge is to get people back to work as quickly and safely as possible, starting with those who have been hurt the most by the pandemic.

These people include:

- ***Indigenous peoples and new Canadians;***
- ***Women;***
- ***Young adults (18 to 35 year olds);***
- ***People earning less than \$30/hr; and***
- ***Service sector workers.***

Getting people working again will not be easy. Employers must see demand for their services, so they can hire. Workers need transit to get to work and schools for their children. Consumers need confidence they can shop safely. All these factors have to come together to build our recovery.

The pandemic has exposed underlying gaps in our economy and society. We all now better appreciate the importance of workplace safety, strong public services, and our collective responsibility to take care of each other.



As we move from restart to recovery, we have the chance to address those gaps, and to do much more. We can build back better than before.

For many years, our province's social and economic development have been hampered by a failure to acknowledge and address the title and rights of First Nations. Since the 1970s, the courts have confirmed and defined inherent title and rights, but government legislation and policies have not kept up. The results have included prolonged negotiations, protracted litigation, and confrontations — all of which have hurt First Nations and kept us all, as British Columbians, from reaching our full potential in a way we can all benefit from.



Those are some of the reasons why, in November 2019, the Legislature voted unanimously to pass the *Declaration of the Rights of Indigenous Peoples Act*.

Similarly, taking action on climate change and keeping BC clean opens up incredible opportunities for jobs and growth. This argument is gaining support around the world — including from organizations like the International Energy Association and former central banker (and now-UN Special Envoy for Climate Change) Mark Carney.

By building partnerships with Indigenous peoples, businesses, research and education institutions, and workers, we are moving toward a low-carbon economy. That means a cleaner province for future generations, and a strong and diverse economy based on innovation.

The choices we make in the coming weeks and months can help us build an economy — and a province — that works for everyone. Reconciliation and clean growth will be at the heart of our recovery.

While some might say we can't afford to make significant investments now, we know that we can't cut our way back to where we were before — let alone to a better, fairer, more sustainable and more prosperous future.

## WHAT HAVE WE DONE SO FAR

### Supporting People – Highlights

People whose ability to work has been affected by the outbreak can get a tax-free **\$1,000** one-time payment, the BC Emergency Benefit for Workers (BCEBW) to supplement the CERB.

About **86 PERCENT** of British Columbians will receive enhanced payments up to **\$564** in July 2020 through an expanded BC Climate Action Tax Credit.

Renters will get help through temporary relief of up to **\$500/MONTH**, a moratorium on most evictions during BC's emergency order, and a freeze on new annual rent increases by landlords.

ICBC customers on a monthly Autoplan payment plan, who are facing financial challenges due to COVID-19, can **DEFER THEIR PAYMENT** for up to 90 days with no penalty.

BC Hydro customers who have lost income can receive a three-month credit, saving the average residential customer **\$477**.

## Putting BC values into our recovery

Before COVID-19, BC had one of Canada's fastest growing economies and lowest unemployment rates. But for years, many people and communities had not seen the full benefit of all that growth.

Some of those inequities have become even more noticeable during the pandemic. For example, for people in communities where broadband access is unavailable or unaffordable, working from home may be impossible. For workers in sectors like film or tourism, the pandemic has had a devastating and potentially long-lasting impact. In other sectors, like transportation or the resource sector, employment has been hit less hard, but there is still increased uncertainty about what the future holds.

The pandemic has also reminded us how important our health care system is to our quality of life, and how many rely on mental health services and personal care homes.

The pandemic has affected people across our province — from Port Hardy to Cranbrook, Surrey to Fort Nelson. But COVID-19 is also a chance to take stock and start building a better BC. We can't go back to an economy that only benefited those at the top, while leaving others behind.

We believe that everyone deserves the chance to learn, work and build a secure future with a good quality of life. We believe that public services should be there when people need them. We are convinced we must continue to confront the threat of climate change and the need for reconciliation with First Nations.



There are some key values we all share as British Columbians.

**ONE IS A COMMITMENT TO EQUITY** – economic opportunity should be available to all. Everyone should have an opportunity to improve their standard of living and participate fully in their local community.

**A SECOND IS TAKING CARE OF EACH OTHER THROUGH CO-OPERATION AND PARTNERSHIP** – we're stronger when we work together, from little things like checking in on elderly neighbours or coaching a team, to providing quality public services like health care to everyone.

**A THIRD IS SELF-RELIANCE** – we have what it takes to build an innovative, creative economy that competes with the best, not one that works only for those at the top and leaves others behind. We value our environment and are committed to a low-carbon economy that achieves our commitment to fight climate change.

## AND A FOURTH IS OPTIMISM AND SENSE OF URGENCY

– the conviction that working together we can build our province even better than before, recognizing we also need to act boldly now because people are hurting.

Coming out of COVID-19, our priorities for a stronger BC include:

- **STRENGTHENING OUR HEALTH CARE SYSTEM** – making sure we're ready for future threats and that people can always get the care they need, including mental-health services;
- **CREATING AND RESTORING** good-paying and sustainable jobs;
- **BECOMING MORE SELF-SUFFICIENT** – growing BC's manufacturing capacity and protecting our access to essential supplies and food security;
- **IMPROVING EDUCATION**, training and apprenticeship opportunities so that good jobs don't go unfilled;
- **TAKING ADVANTAGE OF BC'S ABUNDANT CLEAN ENERGY**, growing an economy that is innovative and clean – and exporting made-in-BC, low-carbon services, products and technologies to the world;
- **MOVING FORWARD ON MEANINGFUL RECONCILIATION** with Indigenous peoples, so that we can all benefit from BC's success;
- **BUILDING THE CRITICAL INFRASTRUCTURE** and services that all communities need to thrive — from new roads, hospitals and schools to high-speed internet;
- **ENSURING THAT BC IS ON A STRONG FISCAL FOOTING**, ready and able to provide the services people count on.

We were already investigating ideas to grow BC's economy and create family-supporting jobs of the future through innovation and technology before the pandemic.

The final report of BC's innovation commissioner, *"Putting Innovation to Work for British Columbia: Growing B.C. Companies,"* and the final report of the Emerging Economy Task Force were both released last month. We will draw on these recommendations to help guide us as we work with researchers and industry to grow a resilient, sustainable economy that works for people.

## WHAT HAVE WE DONE SO FAR

### Supporting Business – Highlights

Most commercial property tax bills have been reduced by an average **25 PERCENT**, providing up to **\$700 MILLION** in relief. And to give commercial landlords and businesses more time to pay their reduced property taxes, late payment penalties for commercial properties have been waived until October 1, 2020.

Businesses with a payroll over \$500,000 can **DEFER THEIR EMPLOYER HEALTH TAX PAYMENTS** until September 30, 2020. (Businesses with a payroll under this threshold are already exempt.)

Payments for provincial sales tax (PST), hotel tax, carbon tax, motor fuel tax and tobacco tax are deferred, freeing up capital for businesses to use now when they need it.

The BC Business COVID-19 Support Service serves as a single point of contact for businesses throughout the province looking for information on resources available to them.

Small businesses that had to close due to COVID-19 can have their BC Hydro bills forgiven for three months, saving on average **\$363**.

## Have your say – it's important

COVID-19 is a wake-up call that we need to be better prepared and that, although there will be financial costs, we can never again let a pandemic affect people and our economy so much.

To get there, your voice is essential. That's why we're asking you to share your ideas about BC's recovery.

### WHAT WE NEED TO HEAR FROM YOU

Recovering from COVID-19 is about setting priorities. Your government's priority is people and the things that matter most in our everyday lives. Some of the critical questions that we need to answer together are:



- **WHAT DO WE NEED TO DO TOGETHER** to strengthen and improve our health care system? That means everything from our hospitals, clinics and personal care homes, to the medical staff and supplies.
- **WHAT IS THE TOP PRIORITY** for you personally when it comes to improving your quality of life? For some people that means affordable child care or housing — what does it mean for you?
- **WHAT WOULD MOST HELP IMPROVE YOUR WORK LIFE OR WORK PROSPECTS?** That could mean training to allow you to take advantage of job opportunities, or affordable child care closer to home.
- **ARE WE ON THE RIGHT TRACK?** Do you see your concerns and needs reflected in this approach?

### THREE WAYS YOU CAN HAVE YOUR SAY

1. **SHARE YOUR OPINIONS:** An online survey is one of the fastest and easiest ways that you can ensure your opinions are heard. It's a chance to provide answers to some important questions and to give advice based on what you're seeing in your community. Visit [gov.bc.ca/recoveryideas](https://gov.bc.ca/recoveryideas).
2. **RESPOND TO THIS PAPER:** This paper sets the stage for the challenges ahead of us. If you've read this far and already have some ideas and advice, you can submit them to [recoveryideas@gov.bc.ca](mailto:recoveryideas@gov.bc.ca).
3. **PARTICIPATE IN VIRTUAL TOWNHALLS:** We've connected with tens of thousands of British Columbians in virtual townhalls — and there's more to come. This is a chance to share your comments and ask questions. Learn more about the virtual townhalls at [gov.bc.ca/recoveryideas](https://gov.bc.ca/recoveryideas).



### WHAT HAVE WE DONE SO FAR

## Economic Recovery Task Force

**THE PREMIER'S ECONOMIC RECOVERY TASK FORCE** brings together leaders from business, labour, First Nations and not-for-profits to help ensure the Province's economic response to COVID-19 is effective and responsive to the needs of British Columbians.

The task force meets weekly to advise government on our economic response to the COVID-19 crisis. It includes Premier John Horgan, Finance Minister Carole James, Minister of Jobs, Economic Development and Competitiveness Michelle Mungall, other members of cabinet and leaders from business organizations, including the Business Council of BC, BC Chamber of Commerce, Vancouver Board of Trade, Surrey Board of Trade, the BC Federation of Labour, First Nations organizations and the not-for-profit sector.

The task force is helping ensure the benefits of provincial programs are reaching their intended targets and complementing federal programs.

## WHAT HAVE WE DONE SO FAR

### How WorkSafeBC is helping businesses restart safely

**MANY BUSINESSES IN BC** operated safely throughout the pandemic. Starting in mid-May, more businesses and services have started to open.

WorkSafeBC is providing sector-specific guidelines and other resources to help businesses with their planning. Every industry or sector is being asked to build on those guidelines to develop appropriate standards for health and safety measures in their areas.

Sector standards are then reviewed by WorkSafeBC, with input from public health officials.

Individual businesses and organizations do not need to submit their own plans for review or approval, but they must make them available to their workers and their customers by posting on the premises.

WorkSafeBC inspectors and public health officials will be working to ensure businesses have their COVID-19 Safety Plan in place, that it aligns with guidelines and sector standards, and that it is being followed. This will include inspectors visiting worksites across the province.

This approach strikes a balance between public health, the health and safety of workers, public confidence that shopping or visiting a business is safe, and not asking small businesses to develop complex plans for approval before they can begin to restart and rehire people.

## WHO ELSE WE'LL BE HEARING FROM

As conversations across the province move from restart to recovery, it is clear recovery means more than returning to the past. This is an opportunity for businesses, organizations and non-profit agencies to help us generate solutions to address the challenges they face.

Throughout the weeks and months ahead, Premier John Horgan and Finance Minister Carole James will be leading roundtable discussions with businesses, Indigenous peoples and organizations to get their ideas. These conversations will be framed to gather input on restoring consumer confidence, accelerating job creation, and supporting job security.

Engagement roundtables will also include discussions with academics and economists, youth and student groups, business owners and industry associations, social service providers, Indigenous leaders, local governments, environmental and civil society groups. Cabinet ministers and MLAs will continue reaching out to constituents, as well as sector stakeholders, local businesses and community organizations. Input received will help inform government's economic recovery plan. Acknowledging that these stakeholders are the experts in their fields, these conversations will provide an opportunity to collaboratively create solutions to challenges facing all British Columbians.

This outreach also includes the annual budget consultations that the Legislative Assembly of British Columbia Finance Committee will hold throughout the summer months. This will be one more way that people can share their ideas.



# List of business sectors that have restarted

## PHASE 2 (MID MAY ONWARDS)

### UNDER ENHANCED PROTOCOLS

- Restoration of health services
  - » Re-scheduling elective surgery
  - » Medically related services
    - dentistry, physiotherapy, registered massage therapy, chiropractors
    - physical therapy, speech therapy, and similar services
- Retail sector
- Hair salons/ barbers/other personal service establishments
- In-person counselling
- Restaurants, cafes, pubs – with sufficient distancing measures
- Museums, art galleries, libraries
- Office-based worksites
- Recreation/sports
- Parks, beaches and outdoor spaces
- Child care

## PHASE 3 (JUNE-SEPTEMBER, IF TRANSMISSION RATE REMAINS LOW OR IN DECLINE)

### UNDER ENHANCED PROTOCOLS

- Hotels and resorts (June)
- Parks – broader reopening, including some overnight camping (June)
- Film industry – beginning with domestic productions (June/July)
- Select entertainment – movies and symphony, but not large concerts (July)
- Post-secondary education – with mix of online and in-class (September)
- K-12 education – partial return in June, full return in September
- Fitness centres and gyms

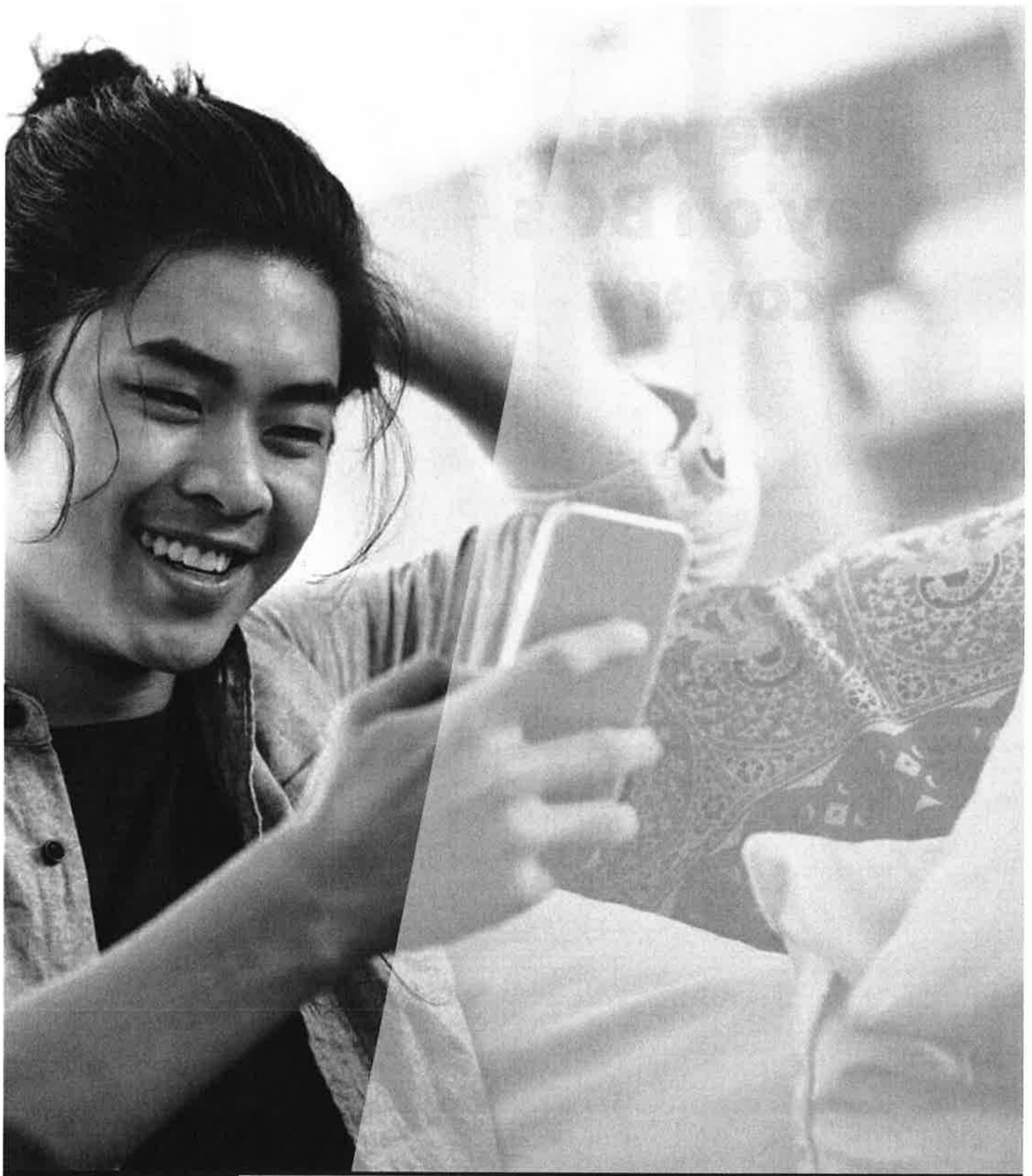
## This image shows a single page of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.



**Have your  
say on BC's  
recovery**

**Share your ideas at  
[gov.bc.ca/recoveryideas](https://gov.bc.ca/recoveryideas)**





Get involved  
[gov.bc.ca/recoveryideas](http://gov.bc.ca/recoveryideas)



**From:** David Carson <dcarson@virl.bc.ca>  
**Sent:** Thursday, June 18, 2020 2:07 PM  
**To:** info@portalice.ca  
**Subject:** VIRL partners with BCSC to offer free online investment fraud awareness seminar

**FOR IMMEDIATE RELEASE**

*Thursday, June 18, 2020:* Vancouver Island Regional Library (VIRL) and the British Columbia Securities Commission (BCSC) are hosting a free webinar on June 24 to help people recognize investment fraud and avoid becoming a victim of it.

"Fraud deprives someone of their money through deceit or dishonesty, and can occur in many forms," says Doug Muir, Director of Enforcement at the BCSC. "As fraudsters seek new victims and opportunities, learning how to protect yourself is more important than ever. While seniors and other vulnerable members of our community are often the targets and victims of fraud, it can happen to anyone."

Using actual cases that took place on Vancouver Island, Mr. Muir will explain common techniques that fraudsters employ, and will discuss how to recognize, reject and report investment fraud to the BCSC.

"VIRL is excited to partner with the BCSC to help educate and inform our community members about the realities and dangers of investment fraud," says Melissa Legacy, VIRL's Director of Library Services and Planning. "This webinar will help to foster better awareness of the risks investment fraud poses to us all, and aligns perfectly with VIRL's commitment to supporting lifelong learning."

Webinar date: Wednesday, June 24 from 12 – 1 p.m. Register [here](#).

Those who register to attend using Zoom will have an opportunity to comment and ask questions to the presenter. The event will also be live-streamed on Facebook (comments disabled) and uploaded to VIRL's YouTube channel for future viewing.

#####

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**About Doug Muir**

Doug Muir is the Director, Enforcement, at the British Columbia Securities Commission (BCSC). He oversees administrative investigators and litigators, the criminal investigation team, and the Commission's collections actions.

Before becoming the Director of Enforcement, Mr. Muir was Associate General Counsel in the Office of the Chair at the BCSC where he provided expert legal advice on a variety of matters, including administrative law procedures and privacy law. Prior to being Associate General Counsel, Mr. Muir spent seven years as Litigation Counsel with the Litigation team of the BCSC's Enforcement division where he prosecuted a wide range of cases before the Commission tribunal and argued cases in the British Columbia courts.

Prior to joining the BCSC in 2004, Mr. Muir worked for six years as litigation counsel with a mid-sized Vancouver law firm, and before that was an associate at a Vancouver firm where his practice focused on criminal and quasi-criminal defense work.

He holds a law degree from the University of British Columbia, and a B.A. from Western University.

This email was sent to [info@portalice.ca](mailto:info@portalice.ca)  
Vancouver Island Regional Library, 90 Commercial Street, Nanaimo, British Columbia V9R 5G4, Canada  
[Unsubscribe](#)



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

**From:** Bruce & Nicole <brunic@shaw.ca>  
**Sent:** Monday, June 15, 2020 4:22 PM  
**To:** info@portalice.ca  
**Subject:** UBCM 2019 B154 Groundwater Resolution - No action taken

**Importance:** High

Mayor and Councillors:

The provincial government has decided to take no action on the UBCM resolution on groundwater extraction for bottling. (response in blue font below). It's not the response we wanted, and I am extremely disappointed, but not surprised. The response is the same as every response we have received previously. The FLNRORD Ministry and the Environment Ministry treat bottling of groundwater the same as any other commercial use of water. They contend that there is sufficient supply of groundwater to allow commercial water bottling and they believe that their ability to monitor the extraction of water will ensure licences granted are sustainable. I respectfully disagree with their contention. Their science is outdated and historically focused and does not factor in climate change, growing demands for water from population growth, higher demands for water for farming and growing evidence of water scarcity worldwide. FLNRORD staff have also stated publicly that their Ministry does not have the staff resources to closely monitor all licences to ensure compliance and sustainability.

I am appalled and outraged that the provincial government Ministry responsible has chosen to ignore this resolution from the UBCM, supported by a strong majority of the members, asking them to stop approving licences for the bottling and commercial sale of groundwater. I fully realize the provincial government does not take action on every UBCM resolution, however this resolution, that would be a significant step in protecting our precious groundwater, is an extremely important one and very timely with all the water scarcity issues around the world. Water bottling does not provide revenue to the government, or any tangible benefit to the people of BC. It only provides huge profits to a few select corporations at the expense of water security for the people of BC.

**In the face of the provincial government refusal to take action, it is important now for the people of BC and the Mayors, Councillors and Directors of the communities of BC to stand up and take action to protect our groundwater from corporate interests that would exploit our precious groundwater resources for huge profits, jeopardizing the water security of the people of BC.**

An op-ed article written by POLIS Water Sustainability Project (UVIC), ([available here](#)) highlights the need for proactive measures to ensure water security here in BC.

**Excerpts:**

1. a recent report from the auditor general identifying “grave concern” with drinking water protection in the province
2. Early action and precaution saves lives – this is true with pandemics, climate change, and water security.

**Requests:**

1. That you submit correspondence to the Minister of Forests Lands Natural Resource Operations and Rural Development and the Minister of the Environment expressing your concern about the inaction on the resolution and asking that the government reconsider their position. Government must take a precautionary approach to the protection of groundwater and not merely rely on the accuracy of calculations of the sustainability of commercial water bottling operations.
2. In light of the provincial government failing to take action to prohibit the bottling and commercial sale of groundwater, I request that you take action to prohibit the bottling of groundwater in your land use bylaws.

Thank you.

Bruce Gibbons  
2470 Sackville Road  
Merville, BC  
250-702-1672

**FLNRORD Ministry Response:**

Hi Bruce,

I did follow up on your request and we were able to get a response from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development – who is the lead provincial organization in responding to the resolution.

The resolution and their response is below.

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Source: <https://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-responses.html>

**UBCM 2019 B154 Groundwater Extraction**

Whereas water is an essential resource upon which all life, including all ecosystems and all local communities depend;

And whereas water is a public heritage and a public trust for present and future generations and access to water must not be compromised by commercial operations relating to commercial water bottling or commercial bulk water exports:

Therefore be it resolved that the Premier of British Columbia and the Minister of Forests, Lands and Natural Resources Operations and Rural Development be requested to immediately cease the licensing and extraction of groundwater for commercial water bottling and/or bulk water exports from aquifers.

**RESPONSE: Ministry of Forests, Lands, Natural Resource Operations and Rural Development**

Government acknowledges and thanks local governments for their continued interests in supporting improved watershed and aquifer protection and management. The Province is committed to ensuring that our supply of clean fresh water is sustainable to meet our current and future demand.

Since 1996, the bulk removal of water from the province has been prohibited in accordance with the *Water Protection Act*.

The *Water Sustainability Act* is the primary legislation for water management in British Columbia. It includes measures to protect stream health, regulate the diversion and use of groundwater, and address water use during times of scarcity.

Any application for water use, including water bottling, is reviewed to ensure the diversion is sustainable and other existing uses are protected. If a licence is granted, the decision-maker may include terms and conditions to protect water source and stream, or aquifer, health.