

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JANUARY 27, 2021 at 7:00 pm
IN THE SEA VIEW ACTIVITY CENTRE



(1) CALL TO ORDER

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

(2) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for January 27, 2021, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

(3) DELEGATIONS: N\A

(4) MINUTES:

Pg 3-4

a.) *THAT the Minutes from the Regular Meeting of January 13, 2021, be approved.*

(5) OLD BUSINESS:

(6) COMMUNICATIONS:

Pg 5-6

a.) The Connected Coast Project Update and Last Mile Applications

January 21, 2021, Letter from Renee LaBoucane, Manager, Strategic Initiatives, Strathcona Regional Districts

(7) NEW BUSINESS: N\A

(8) REPORTS:

Pg 7

a.) Canada Summer Jobs – Call for Applications

January 20, 2021, Report from Tanya Spafford, Admin Assistant

Pg 9

b.) CAO Report

January 20, 2021, Report from Bonnie Danyk, CAO/CFO

Pg 11-12

c.) Marine Drive Report

January 21, 2021, Report from Bonnie Danyk, CAO/CFO

Pg 13-17

d.) Accounts Payable Listing for November & December 2020

January 21, 2021, Report by Bonnie Danyk CAO/CFO

Pg 19-26

e.) Summary of Revenue & Expenses for December 2020

January 21, 2021, Report by Bonnie Danyk, CAO/CFO

(9) BYLAWS:

(10) QUESTION PERIOD:

(11) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held January 27, 2021, be adjourned

INFORMATION ITEMS:

a.) January 15, 2021, News Release, Reminder: Help reduce the spread of COVID-19

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY JANUARY 27, 2021 at 7:00 pm
IN THE SEA VIEW ACTIVITY CENTRE



- b.) January 21, 2021, Letter from MLA Michele Babchuk, re BC Small and Medium Sized business recovery Grant Program

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JANUARY 13, 2021
AT SEA VIEW ACTIVITY CENTRE



Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Sean Watson
Councillor Bruce Lloyd

Absent Councillor Angela Yunker

Staff Bonnie Danyk CAO / CFO

CALL TO ORDER: 7:00 pm

ADOPTION OF AGENDA:

01/21
Adoption of
Agenda

Moved, Seconded and CARRIED

***THAT** the Agenda for the Meeting of the Village of Port Alice for January 13, 2021, be approved AND **THAT** all delegations, reports, correspondence, and other information set to the agenda be received for information.*

CARRIED

DELEGATION: N\A

MINUTES:

02/21
Minutes
December
09

Moved, Seconded and CARRIED

***THAT** the minutes for the Regular Council Meeting held on December 9, 2020 be adopted.*

OLD BUSINESS: N/A

COMMUNICATIONS:

- a) December 9, 2020, Letter from Brian Grover, response to News release from ICE-T in December 9th, 2020 Regular Council info items

03/21 letter
to Brian
Grover

Moved, Seconded and CARRIED

***THAT** the Village of Port Alice send a letter to Brian Grover in response regarding internet issues.*

- b) January 4th, 2021, Letter from Joseph Brayton, re Poor cell reception in Port Alice

04/21 letter
to Joseph
Brayton

Moved, Seconded and CARRIED

***THAT** the Village of Port Alice send a letter to Joseph Brayton letting him know that the Village has been in contact with Telus regarding the poor cell reception.*

NEW BUSINESS:

Cascadia Report to council

January 1, 2021, Report from Councillor Lloyd

REPORTS:

a.) Fire Chief’s Report for December 2020

January 6, 2021, Report from Fire Chief Gerry Rose

b) Budget Meeting suggested meeting dates

January 7, 2021, Calendar of suggested dates from Bonnie Danyk, CAO/CFO

It was agreed that the Budget meetings would be on Saturdays at 10:00 am.

c.) Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream

January 7, 2021, Report from Bonnie Danyk, CAO/CFO

Moved, Seconded and CARRIED

05/21
Sidewalk
Grant

THAT *the Village of Port Alice apply to Investing in Canada Infrastructure Program - Covid-19 Resilience Infrastructure Stream for funding extend the sidewalk to the Industrial Park for a total project cost up to \$201,300, and FURTHER THAT the Village of Port Alice Council supports the project and understands that the Village of Port Alice will be responsible for any costs in excess of the grant funding*

BYLAWS: N/A

ADJOURNMENT:

Moved, Seconded and CARRIED

06/21
Adjourn

THAT *the Regular meeting of the Village of Port Alice held January 13, 2021, be adjourned at 7:30pm*

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held January 12, 2021.

Mayor

Chief Administrative Officer



January 21, 2021

SENT VIA EMAIL ONLY: treasurer@portalice.ca

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

Dear Mayor Cameron:

RE: THE CONNECTED COAST PROJECT UPDATE AND LAST MILE APPLICATIONS

I am writing to request letters of support for the Connected Coast Project and for last mile solution applications.

The Connected Coast Project involves the installation of sub-sea fibre optic cable, stretching from north of Prince Rupert, to Haida Gwaii, south to Vancouver and around Vancouver Island. This infrastructure asset will bring unprecedented digital capacity to rural and remote communities. It will better position 175,000 British Columbians in 139 communities to grow their economy, access online education, health services, emergency notifications and news as well as improve their ability to participate in online discussion, sharing and entertainment.

The Connected Coast project is managed and implemented by a joint venture partnership between CityWest and the Strathcona Regional District (SRD). The project has been made possible by the government of Canada's Connect to Innovate program, Indigenous Services Canada, and the Province of B.C. through the Connecting British Columbia program.

The Connected Coast Project team is currently working through the permitting process for the construction of the backbone infrastructure. The construction is scheduled to begin Spring/Summer 2021 with completion in 2023. Once the subsea fibre-optic cable and landings with community point of presence sites are in place, internet service providers will be able to connect to the network and then provide services to residents and businesses. The services that connect with homes and businesses are often referred to as the 'last mile' connections.

The SRD and the Connected Coast project team are requesting a letter of support for the SRD efforts to secure all the necessary permits within the Port Alice area including identification of best sites, design and tenure agreements for landings, point of presence, right of ways and permissive tax exemptions.

Funding for last mile solutions is currently available through the Economic Recovery Intake program managed by Northern Development Initiative Trust and the Universal Broadband Fund

#301 – 990 Cedar Street, Campbell River, BC V9W 7Z8
Tel: 250-830-6700 Fax: 250-830-6710
Toll free: 1-877-830-2990 www.strathconard.ca

managed by Innovation, Science and Economic Development. Accessing these funds will ensure that the broadband connectivity will be brought to Port Alice in timely manner. These funding programs support 90% of last mile project costs; 10% project funding contributions may be required from the Mount Waddington Regional District or the member municipality.

We are requesting a letter of support for the CityWest applications to these funding programs. The applications will support the development and construction of last mile fibre solutions to Port Alice homes.

Please reach out if there are any questions regarding the Connected Coast project or if you would like a project presentation.

Sincerely,

RLaBoucane

Renée LaBoucane
Manager, Strategic Initiatives
rlaboucane@srd.ca
www.connectedcoast.ca

Strathcona Regional District



VILLAGE OF PORT ALICE

Report to Council

TO: Mayor and Council
FROM: Tanya Spafford, Administrative Assistant
DATE: January 20, 2021
SUBJECT: Canada Summer Jobs Program Application

Background

The Canada Summer Jobs program is accepting applications until January 29th, 2021. The Village applied for this grant last year but was not successful in obtaining the funding.

Having a summer employee for 12 weeks can alleviate staff shortages in public works. With less staff in the department and rec staff being needed for tourism and community centre programming a summer position would be the most cost-effective way to handle the extra summer labour required.

If approved, the federal funding covers \$11.40\hr of the student's wages. The Village's portion would be \$3.88\hr. If budgeted for 12 weeks at 40\hrs week the cost to the Village will be \$1862.40. Without the funding the full cost to the Village would be \$7334.40.

Recommendations

THAT council direct staff to apply for the Canadian Summer Jobs 2021 program.

Respectfully,

Tanya Spafford, Administrative Assistant



REPORT TO COUNCIL

To: Mayor & Council
From: Chief Administrative Officer
Date: January 21, 2021
Subject: Regular Report

Administration

Our new website went live just before Christmas. We have not had any issues with it so far and have received lots of positive comments about it. We will be adding more information and pages over the next few months.

Rumble Beach Marina

Our new floats have been getting a workout with the many storms we have had over the last month and there have been no issues reported. I received the release forms from the insurance company and had them notarized and sent them back. We should be receiving payment soon.

Finance

I am busy working on year-end financial jobs and the 2021- 2026 Financial Plan. The accounting system was rolled forward to 2021, business license renewals were printed and sent out, unpaid utility bills were transferred to property taxes, and new spreadsheets / forms for 2021 were created. The July-December utility bills for metered users were sent out and are due by February 15, 2021. T-4s are being prepared and should be issued in the next week. I have also been working on finalizing the transition from the Scotiabank to CIBC.

Recreation

The Community Centre reopened on January 4, 2021. We are currently open to the public three days a week, Monday, Wednesday and Friday. Yoga, Tai Chi and Mah-jong have started up again following the guidelines from the Provincial Health Office. Louisa is implementing some digital programming to help Community members stay connected. We are continuing to monitor PHO orders and will be adjusting CC programming as required.

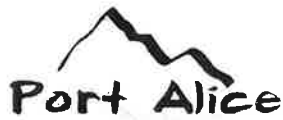
Public Works

McElhanney is finishing up the Asset Management Plan for the sewer system and I will be submitting the final report to UBCM along with the grant claim. I have had both telephone and email conversations with Telus regarding cell service in Port Alice and they have engineers researching our connection issues.

Respectfully submitted,



Bonnie Danyk
CAO / CFO



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: CAO / CFO
Date: January 21, 2021
Subject: Marine Drive

BACKGROUND:

Over the last few years, Vancouver Island logging companies have changed their procedures and they are now using more highway trucks to haul logs. This has resulted in 15-20 logging trucks traveling along Marine Drive per day which is seriously degrading the road. With the loss of tax revenue from the Neucel Mill the Village of Port Alice cannot afford to repair the road. We are very concerned that lack of maintenance will lead to unsafe conditions and the Village will be liable. There have been two accidents over the past year involving logging trucks.

We have had discussions with Western Forest Products to try to implement a road use agreement which would supply the funding for road repairs, but we have been unsuccessful.

In September of 2020 we had a Virtual meeting during the UBCM Convention with the Minister of Transportation, Claire Trevena. Minister Trevena's response was that as the road belongs to the Village it is within our jurisdiction to implement Bylaws to either weight restrict the road or downgrade it.

The Village has applied for Provincial / Federal funding to undertake improvements but there is no guarantee that the application will be successful. The grant announcements are expected in the Spring of 2021.

OPTIONS:

- Create a Bylaw to weight restrict the road and allow the Village to charge a fee for road use.
- Create a Bylaw to downgrade the classification of the road.
- Continue to meet with Western Forest Products and other heavy users to implement a road use agreement.
- Delay deciding until we know the status of our funding application.
- Do nothing.

BENEFITS:

A road use agreement or a weight restriction Bylaw with fees would provide funding to the Village to help offset the cost of maintaining the road.

Downgrading the classification of the road would mean that it could be maintained to a lower standard and reduce potential liability to the Village.

RISKS:

Road use Bylaws are typically created to deal with frost load issues or truck routes. The Bylaw that the Village is considering is new. Ministry of Transportation staff must approve the Bylaw before it passes. As a new type of Bylaw, there is a possibility that it could be challenged in court which could incur expensive legal fees.

Heavy road users may decide that complying with the Bylaw is too onerous and may take their business elsewhere which could affect jobs and business revenues in the Village.

The costs to ensure compliance of the Bylaw may significantly reduce any revenues received.

COSTS:

Exact costs are not known however there would be staffing costs to implement and enforce the Bylaw as well as legal fees to review it. There could also be significant legal fees if the Bylaw is contested in court.

ASSESSMENT:

The creation of a Bylaw to weight restrict the road would bring in revenue to offset the maintenance costs however there is a possibility that there will be pushback to the Bylaw which could result in significant expenses both monetary and politically.

RECOMMENDATION:

Village of Port Alice staff is looking for clear direction from Council to either go ahead and create the road use Bylaw and go through the process of getting it passed, to wait until we know if we are getting funding for road repairs and revisit the road use Bylaw later, to create a Bylaw downgrading the road or to do nothing.

Respectfully submitted,



Bonnie Danyk
CAO / CFO

**VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR NOVEMBER & DECEMBER 2020**

Total Payment of Accounts:	November	\$47,131.24
	December	\$297,366.80

Wages Payable:	November	\$32,917.25
	December	\$30,914.41

Total Accounts Payable Listing **\$408,329.70**

Bank Reconciliation completed to: Oct-20

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

Respectfully submitted



Bonnie Danyk
Finance Officer

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
0111202	001	01/11/2020	C-222	CIBC CORPORATE VIS	BCWWA	BCWWA WWT2 x2	2,223.90		2,223.90	
0810202	001	01/11/2020	C-222	CIBC CORPORATE VIS	hosting 1020	Webhosting Oct 202	19.04		19.04	
1311202	001	01/11/2020	C-222	CIBC CORPORATE VIS	Security Oct	Marina Security	58.79		58.79	
3110202	001	01/11/2020	C-222	CIBC CORPORATE VIS	Mascon Oct 20	November Internet	369.60		369.60	
326070	001	01/11/2020	C-222	CIBC CORPORATE VIS	326070	Dog Pound Expenses	225.96		225.96	
550506-	001	01/11/2020	C-222	CIBC CORPORATE VIS	550506-5611V	Office Supplies	396.71		396.71	
5505065	001	01/11/2020	C-222	CIBC CORPORATE VIS	5505065609	Security cameras	415.00		415.00	
5505113	001	01/11/2020	C-222	CIBC CORPORATE VIS	5505113683	VO, PW & CC Suppli	224.98		224.98	
86412	001	01/11/2020	C-222	CIBC CORPORATE VIS	Phone Sept 20	Telus Phone Charge	864.12		864.12	
Bank Fe	001	01/11/2020	c-222	CIBC CORPORATE VIS	Fees	Bank Fees	23.16		23.16	
Sept 20	001	01/11/2020	C-222	CIBC CORPORATE VIS	Telus Sept 20	Cell Charges	263.20		263.20	
Staples	001	01/11/2020	C-222	CIBC CORPORATE VIS	Staples 1020	VO Supplies	44.79		44.79	
Zep	001	01/11/2020	C-222	CIBC CORPORATE VIS	Zep	Zep Spray Top	2.24		2.24	
046964	001	02/11/2020	A-082	APPLEWOOD FORD - P	IF05900	Window jets	17.61		17.61	
046965	001	02/11/2020	C-080	BRANDT TRACTOR LTD	5562559	Loader Keys	12.51		12.51	
046966	001	02/11/2020	D-003	DISTRICT OF PORT H	10131	Building INspectio	733.36		733.36	
046967	001	02/11/2020	G-060	GREGG DISTRIBUTORS	011-790630	PW Supplies	209.17		209.17	
046968	001	02/11/2020	I-101	INNOV8 DIGITAL SOL	IN248669	Copy Charges	96.86		96.86	
046969	001	02/11/2020	M-024	MOUNT WADDINGTON R	Payment 3	Payment 3 - taxes	5,000.00		5,000.00	
046970	001	02/11/2020	M-138	MCCORMICK, KATHY	Oct 2020	October Janitorial	600.00		600.00	
046971	001	02/11/2020	N-089	N.I. INDUSTRIAL AU	942-420959 942-420924 942-424174	Antifreeze/stabili Battery Wipers	107.46 374.18 94.59		576.23	
046972	001	02/11/2020	P-009	PORT MCNEILL ENTER	40262	Gravel and Rock de	2,627.10		2,627.10	
046973	001	02/11/2020	R-003	REGIONAL DISTRICT	Payment 3	Tax Installment 3	10,000.00		10,000.00	
046974	001	04/11/2020	C-183	CORAL REFRIGERATIO	390027	HVAC Maintenance	875.70		875.70	
046975	001	04/11/2020	F-004	FOX'S DISPOSAL SER	31453 31452 31450	Wood Bin Set up an Blue Bin & Metal r Sludge removal	658.24 571.74 434.53		1,664.51	
046976	001	04/11/2020	G-060	GREGG DISTRIBUTORS	011-778501	Vehicle maintenace	38.68		38.68	
046977	001	04/11/2020	K-101	KATHY O'REILLY TAY	1245	Advertising	606.10		606.10	
046978	001	04/11/2020	M-011	MINISTER OF FINANC	94657630	Courier Service	74.29		74.29	
046979	001	04/11/2020	P-101	PORT ALICE PETROLE	5410 5428	Fishing line for O Oct PW Fuel	17.79 858.56		876.35	
046980	001	04/11/2020	S-085	SUNCO PLYWOOD INCO	260333	Shop Supplies	118.66		118.66	
046981	001	23/11/2020	C-008	A-MAIS TECHNOLOGIE					100.00	Yes
046982	001	25/11/2020	O-345	ORACH ENTERPRISES	3790	Port-a-Potty Renta	633.15		633.15	
046983	001	25/11/2020	B-003	BC HYDRO	17012373759 400003376222 102012489254	Sewer Hydro Hydro Hydro	27.01 8,829.87 5.62		8,862.50	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
046984	001	25/11/2020	D-048	DANYK, BONNIE	Travel 11\20	Travel Reimburseme	175.00		175.00	
046985	001	25/11/2020	K-022	KAL TIRE	071116861 071116865	Tire Changeover\Re Tire Change\Over r	538.44 184.28		722.72	
046986	001	25/11/2020	N-072	NORTH ISLAND WASTE	October 2020	October Garbage Co	7,000.36		7,000.36	
046987	001	25/11/2020	N-089	N.I. INDUSTRIAL AU	942-423732	Truck batteries	478.89		478.89	
	001	01/12/2020	C-222	CIBC CORPORATE VIS	10122020	Telus Phone Bills	867.18		867.18	
	002	01/12/2020	C-222	CIBC CORPORATE VIS	Backroad Map2	Backroad Mapbooks	377.37		377.37	
08-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	5505162980	CC Computer & VO S	593.51		593.51	
09-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	5505224175A	VO - Staples	5.60		5.60	
10-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	5505224175B	CC & VO Supplies	99.93		99.93	
11-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	550522-4175V	Masks	33.59		33.59	
12-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	5505224175C	PPE	83.97		83.97	
13-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	5505163024	CC Computer	505.09		505.09	
14-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	Mascon Nov 20	Internet November	369.60		369.60	
15-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	6239060	Thermostat Kit	119.90		119.90	
16-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	EOCP Exam 202	EOCP Exam Fees - J	183.75		183.75	
17-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	Security 11\2	Marina Security	58.79		58.79	
18-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	Telus host11<AT=,114>	Webhosting	19.04		19.04	
19-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	CTE 10\26	Sander Spindle	292.73		292.73	
20-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	Return	Staples return	40.87-		40.87-	
4-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	127122	Replacement Coffee	202.37		202.37	
5-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	345895645613	Postage	386.40		386.40	
6-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	001001807	CC Supplies for Xm	45.81		45.81	
7-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	Cell 10-20	Cell Phones Charge	263.20		263.20	
8-12	001	01/12/2020	C-222	CIBC CORPORATE VIS	702-3798698	Sanitizing bottles	17.26		17.26	
046999	001	03/12/2020	K-022	KAL TIRE	071116816	Pick up Tires15	1,523.73		1,523.73	
046998	001	03/12/2020	I-101	INNOV8 DIGITAL SOL	IN253910	Copy Charges	87.12		87.12	
046997	001	03/12/2020	H-006	HOME HARDWARE	329974 329975 331198	Batteries, bulbs Ice Melt PW, CC Emergency S	54.37 689.43 189.94		933.74	
046996	001	03/12/2020	G-060	GREGG DISTRIBUTORS	011-793128 011-794580	PW Gloves CC & PW Gloves	274.05 456.75		730.80	
046995	001	03/12/2020	D-040	DOR-TEC SECURITY L	18745	Ammonia Alarm disa	377.95		377.95	
046994	001	03/12/2020	D-003	DISTRICT OF PORT H	10163	Building Inspectio	262.64		262.64	
046993	001	03/12/2020	C-172	CAMPBELL RIVER FIR	16785	Fire River Fire Sa	89.49		89.49	
046992	001	03/12/2020	C-010	CAN.UNION OF PUBLI	Oct dues 2020 Nov dues 2020	Oct Union Dues Nov Cupe Dues	792.09 528.27		1,320.36	
046991	001	03/12/2020	B-003	BC HYDRO	113012333070 102012541970	Sewer Hydro Water Hydro	26.87 619.51		646.38	
046990	001	03/12/2020	A-080	AUSSIE DIESEL SERV	2422	Transfer Station S	712.29		734.68	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					2480	Wood Bin Sign	22.39			
046989	001	03/12/2020	A-045	ALSCO UNIFORM & LI	LNAN770819	PW Coveralls	68.86		68.86	
046988	001	03/12/2020	0-345	ORACH ENTERPRISES	3823	Port-a-Potty Renta	633.15		633.15	
047000	001	03/12/2020	L-038	LLOYD, BRUCE		Reimburse 11<AT=,114>Wage Reimbursement	111.43		111.43	
047001	001	03/12/2020	L-080	LIDSTONE & COMPANY	29311	Legal Fees	363.45		363.45	
047002	001	03/12/2020	M-011	MINISTER OF FINANC	94675748	Courier Service	50.02		50.02	
047003	001	03/12/2020	M-138	MCCORMICK, KATHY	November 2020	November Janitoria	600.00		600.00	
047004	001	03/12/2020	M-153	BUREAU VERITAS CAN	VA10244289	Effluent Samples	505.84		505.84	
047005	001	03/12/2020	N-008	NORTH ISLAND COMM.	C102145 W67892	Radio Labour and S Radio Shipping	123.20 28.00		151.20	
047006	001	03/12/2020	N-072	NORTH ISLAND WASTE	Nov 2020	Nov Garbage Collec	7,000.36		7,000.36	
047007	001	03/12/2020	N-179	NEW WAVE MARINE SO	1127A	Replacement dock	140,549.00		140,549.00	
047008	001	03/12/2020	P-090	PORT ALICE GAS INC	Arena Oct 202 CC Oct 2020	Arena Propane CC Propane	16.34 467.31		483.65	
047009	001	03/12/2020	P-093	PROGRESSIVE DIESEL	70751	Brake repair and i	1,303.59		1,303.59	
047010	001	03/12/2020	P-101	PORT ALICE PETROLE	5481 5491 5500	PW & FD Fuel Brake Fluid PW & FD Fuel	324.98 16.77 1,177.43		1,519.18	
047011	001	03/12/2020	S-018	SCOTIABANK	Postage 10\20 AVG 10\20 Safety Signs	Postage AVG Renewal PW Safety Signs	386.40 99.99 190.62		677.01	
047012	001	03/12/2020	S-049	SHOPRITE MARINE &	041171	Marina and Parks s	286.78		286.78	
047013	001	03/12/2020	T-173	THINK COMMUNICATIO	106439 106690	IT Server support Sophos 3 Yr Subscr	84.00 1,148.00		1,232.00	
047014	001	03/12/2020	T-195	TEX ELECTRIC LTD	00002267	Diesel Pump repair	357.00		357.00	
047015	001	03/12/2020	Z-001	ZEP SALES AND SERV	9005707310	CC Janitorial Supp	735.51		735.51	
047018	001	16/12/2020	A-082	APPLEWOOD FORD - P	IF05957	Brake line, Transm	300.34		300.34	
047019	001	16/12/2020	D-048	DANYK, BONNIE	Travel 12\20	Travel Reimburseme	220.00		220.00	
047020	001	16/12/2020	M-001	MACANDALES	301506	PW Rain Gear	459.47		459.47	
047021	001	16/12/2020	M-031	MICRON MACHINE WOR	10476	Sander Hopper Main	3,072.13		3,072.13	
047022	001	16/12/2020	N-089	N.I. INDUSTRIAL AU	942-427444	Gas can, brake lin	44.17		44.17	
047023	001	16/12/2020	N-179	NEW WAVE MARINE SO	1197	Pile Hoops, Fish C	14,330.40		14,330.40	
047024	001	16/12/2020	P-009	PORT MCNEILL ENTER	40397	Road Crush	522.48		522.48	
047025	001	16/12/2020	S-018	SCOTIABANK	497395 Account Charg	UBCM Calendars Account Charges	27.25 6.19		33.44	
047026	001	16/12/2020	S-049	SHOPRITE MARINE &	041849 025497 045097	Life Ring, Rope, C Washing Machine Fuel Conditioner &	231.26 1,291.90 53.50		1,576.66	
047027	001	16/12/2020	W-100	WESTWOOD TREE SERV	4122020	Emergency Tree Rem	2,310.00		2,310.00	
047028	001	16/12/2020	Z-001	ZEP SALES AND SERV	9005744984	Gloves\Spray Trigg	17.81		17.81	
047029	001	17/12/2020	A-045	ALSCO UNIFORM & LI	LNAN772440	PW Coveralls	74.58		74.58	
16 047030	001	17/12/2020	B-003	BC HYDRO	105012502134	Marina Hydro	359.93		2,061.40	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					400003389480	Hydro charges	1,701.47			
047031	001	17/12/2020	D-003	DISTRICT OF PORT H	10175	Building Inspectio	228.51		228.51	
047032	001	17/12/2020	F-004	FOX'S DISPOSAL SER	31891 31890 31889	Bin Rental Wood Bin rental an Sludge Removal	658.25 210.82 210.82		1,079.89	
047033	001	17/12/2020	F-005	F.P. FOODS LIMITED	240981	CC Supplies	34.49		34.49	
047034	001	17/12/2020	F-021	FOUR STAR WATERWOR	87102782-00	Water Supplies	544.85		544.85	
047035	001	17/12/2020	F-047	FARRELL, MARIA	Xmas prizes	Prizes for CC Even	75.00		75.00	
047036	001	17/12/2020	H-282	DANIELLE HARRIS	12022020	FD Masks	120.00		120.00	
047037	001	17/12/2020	L-078	MOORE, LOUISA	Dec 5/20	CC Pick ups	56.15		56.15	
047038	001	17/12/2020	M-011	MINISTER OF FINANC	94693911	Courier Service	86.82		86.82	
047039	001	17/12/2020	M-145	MCGRAW, DANIEL	Travel	Travel Reimburseme	400.00		400.00	
047040	001	17/12/2020	M-153	BUREAU VERITAS CAN	VA10263920	Effluent Samples	104.48		104.48	
047041	001	17/12/2020	P-090	PORT ALICE GAS INC	Nov20 Prop Ar Nov20 Prop CC	November Propane CC Propane	14.47 841.32		855.79	
047042	001	17/12/2020	P-093	PROGRESSIVE DIESEL	70881	Dump Truck repairs	2,696.42		2,696.42	
047043	001	17/12/2020	P-157	PROVIDENT	201202-01	FD Insurance	2,118.00		2,118.00	
047044	001	17/12/2020	R-003	REGIONAL DISTRICT	2060	Tipping Fees	1,450.92		1,450.92	
047045	001	17/12/2020	S-085	SUNCO PLYWOOD INCO	261041 credit	Krylon Flat Black Credit on account	64.95 16.79-		48.16	
047046	001	18/12/2020	A-084	ARRAY	7666	Final Phase 1 webs	4,914.00		4,914.00	
047047	001	18/12/2020	B-003	BC HYDRO	1500003052170	Arena Hydro	436.27		436.27	
047048	001	18/12/2020	M-146	Robert Bruce Moore	Oct-Dec 2020	Oct-Dec Emergency	724.60		724.60	
047049	001	18/12/2020	T-173	THINK COMMUNICATIO	106797	VO Computers x 3	3,301.76		3,301.76	
047050	001	18/12/2020	M-024	MOUNT WADDINGTON R	Final Tax 202	Final Tax Requisit	21,166.90		21,166.90	
047051	001	18/12/2020	R-003	REGIONAL DISTRICT	Final Tax 202	Final Tax Requisit	57,158.27		57,158.27	
047052	001	31/12/2020	O-345	ORACH ENTERPRISES	3694	Port-a-Potty Augus	633.15		633.15	
047053	001	31/12/2020	A-045	ALSCO UNIFORM & LI	Credit LNAN767601 LNAN769226 LNAN774006	Credit Invoice for PW Coveralls PW Coveralls PW Coveralls	19.56- 68.86 68.86 73.60		191.76	
047054	001	31/12/2020	A-071	ACE COURIER SERVIC	14293806	Treadmill Delivery	133.18		133.18	
047055	001	31/12/2020	C-010	CAN.UNION OF PUBLI	Union Dues09<AT=,114>CUPE Dues		516.04		516.04	
047056	001	31/12/2020	D-022	DABBER CONTRACTING	753	Breakwater repairs	2,824.07		2,824.07	
047057	001	31/12/2020	T-012	THE HOBBY NOOK	8547 8546	FD T-Shirts FD Long Sleeve Shi	504.00 1,521.30		2,025.30	
047058	001	31/12/2020	M-138	MCCORMICK, KATHY	Dec 2020	Dec Janitorial	600.00		600.00	
Total:							344,498.04	0.00	344,498.04	

SUMMARY OF REVENUE & EXPENSES FOR DECEMBER 2020

Attached is the detailed report of Revenue and Expenditures for December 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 December is:

100%

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

Fund	Revenues	Expenditures	Total
General	\$ (1,932,079.32)	\$ 1,511,441.15	\$ (420,638.17)
Water	\$ (63,882.07)	\$ 45,653.33	\$ (18,228.74)
Sewer	\$ (170,755.11)	\$ 107,890.29	\$ (62,864.82)
(Surplus)/deficit	\$ (2,166,716.50)	\$ 1,664,984.77	\$ (501,731.73)

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 200,000.00	\$ 202,615.04	101%
[b]	P.W. General	112 120 0101	\$ 244,500.00	\$ 205,133.28	
	P.W. Transfer Stn	112 130 0101	\$ 20,000.00	\$ 13,385.62	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ -	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 29,464.70	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 9,919.31	
	P.W. Sewer T.P.	312 120 0101	\$ 20,000.00	\$ 23,256.03	
	P.W. Sewer Dist.	312 120 0102	\$ 10,000.00	\$ 5,240.68	
	Sub Total		\$ 347,000.00	\$ 286,399.62	83%
[c]	Recreation	112 160 0101	\$ 83,000.00	\$ 40,994.94	49%
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 21,500.00	\$ 20,432.76	95%

Respectfully submitted



 Bonnie Danyk, Finance Officer

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
REAL PROPERTY TAXES					
1110000100	GENERAL TAXATION	860,699.96-	860,699.96-	860,700.00-	0.04-
1110000101	UTILITY TAX	18,678.18-	18,678.18-	17,000.00-	1,678.18
1110000102	GRANT-IN-PLACE OF TAXES	5,824.36-	5,824.36-	4,500.00-	1,324.36
	TOTAL REAL PROPERTY TAXES	885,202.50-	885,202.50-	882,200.00-	3,002.50
SALES OF SERVICE & GOODS					
1111000100	GARBAGE RATES & PENALTIES	65,318.78-	65,318.78-	60,600.00-	4,718.78
1111000102	GARBAGE RATES SENIORS DISCOUNT	0.00	0.00	600.00-	600.00
	TOTAL SALES OF SERVICE & GOODS:	65,318.78-	65,318.78-	60,000.00-	5,318.78
RECREATION SUPPLIES & SERVICES					
1111000210	RUMBLE SHEET REVENUE	643.60-	643.60-	1,500.00-	856.40-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	3,629.00-	3,629.00-	6,500.00-	2,871.00-
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	139.25-	139.25-	1,000.00-	860.75-
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	258.50-	258.50-	3,500.00-	3,241.50-
1111000220	TOURISM REVENUE	7.00-	7.00-	0.00	7.00
	TOTAL RECREATION SUPPLIES & SERVICE	4,677.35-	4,677.35-	12,500.00-	7,822.65-
RECREATION FACILITIES RENTAL REVENUE					
1111000310	ARENA REVENUE	182.87-	182.87-	0.00	182.87
1111000320	COMMUNITY CENTRE REVENUE	13,368.30-	13,368.30-	13,700.00-	331.70-
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	500.00-	500.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	13,551.17-	13,551.17-	14,200.00-	648.83-
OTHER REVENUE FROM OWN SOURCES					
LICENCES & PERMITS					
1111100105	CANS AND BOTTLES REVENUE	1,765.46-	1,765.46-	1,000.00-	765.46
1111100110	BUSINESS LICENCE FEE REVENUE	4,460.00-	4,460.00-	4,500.00-	40.00-
1111100120	DOG LICENCES/FINES	480.00-	480.00-	700.00-	220.00-
1111100130	PERMITS:BUILDING/BURNING	1,609.00-	1,609.00-	1,800.00-	191.00-
	TOTAL LICENCES & PERMITS	8,314.46-	8,314.46-	8,000.00-	314.46
OTHER REVENUE					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100225	COMMUNITY FOREST REVENUE	90,000.00-	90,000.00-	0.00	90,000.00
1111100230	INTEREST M.F.A. INVESTMENTS	9,043.43-	9,043.43-	40,000.00-	30,956.57-
1111100231	BANK BALANCE INTEREST	1,877.05-	1,877.05-	0.00	1,877.05
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	11,252.37-	11,252.37-	0.00	11,252.37
1111100240	TAX PENALTIES	59,785.20-	59,785.20-	4,500.00-	55,285.20
1111100241	TAX ARREARS INTEREST	111,945.74-	111,945.74-	4,500.00-	107,445.74
1111100243	TAX CERTIFICATES - Com.Charter - Sec	759.00-	759.00-	500.00-	259.00
1111100244	M.I.A.-2011 DIVIDENDS & RISK MANAGEM	1,113.00-	1,113.00-	1,000.00-	113.00
1111100246	RECYCLING REVENUE	2,604.07-	2,604.07-	3,000.00-	395.93-
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	200.00-	200.00-
1111100250	MISCELL. REVENUE	4,673.64-	4,673.64-	500.00-	4,173.64
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	584.00-	584.00-	500.00-	84.00
1111100255	RUMBLE BEACH MARINA PARKING FEES	9,134.75-	9,134.75-	12,000.00-	2,865.25-
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	1,221.20-	1,221.20-	4,000.00-	2,778.80-
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	277.85-	277.85-	300.00-	22.15-
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	499.37-	499.37-	2,500.00-	2,000.63-
	TOTAL OTHER REVENUE	304,770.67-	304,770.67-	76,000.00-	228,770.67
TRANSFER FROM OTHER GOVERNMENTS					
PROVINCIAL GOVERNMENT & OTHER GRANTS					
1111200110	SMALL COMMUNITY GRANT	335,161.00-	335,161.00-	320,000.00-	15,161.00
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	83,087.36-	83,087.36-	86,000.00-	2,912.64-
1111200136	MOE COST SHARE AGREEMENT	2,000.00-	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	500,248.36-	500,248.36-	617,500.00-	117,251.64-
FEDERAL GOVERNMENT					
1111200210	CELEBRATE CANADA DAY - GRANT	1,100.00-	1,100.00-	1,500.00-	400.00-
	TOTAL FEDERAL GRANTS	1,100.00-	1,100.00-	1,500.00-	400.00-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
TRANSFER FROM SURPLUS & TEMP. BORROWING					
111130009	APPROPRIATION FROM NICF RESERVE	142,396.03-	142,396.03-	150,000.00-	7,603.97-
111130010	APPROPRIATION FROM SURPLUS [2013]	0.00	0.00	15,000.00-	15,000.00-
111130013	APPROP.FROM GAS TAX RESERVE	0.00	0.00	26,000.00-	26,000.00-
111130017	TRANSFER FROM PARK LAND RESERVE	6,500.00-	6,500.00-	15,000.00-	8,500.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	<u>148,896.03-</u>	<u>148,896.03-</u>	<u>206,000.00-</u>	<u>57,103.97-</u>
	GRAND TOTAL GENERAL FUND REVENUE	1,932,079.32-	1,932,079.32-	1,877,900.00-	54,179.32
COLLECTIONS FOR OTHER GOVERNMENTS					
1111500100	PROVINCIAL GOV'T SCHOOL TAX	188,634.84-	188,634.84-	0.00	188,634.84
1111500110	REGIONAL DIST. OF MT. WADDINGTON	125,747.20-	125,747.20-	0.00	125,747.20
1111500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	50,878.85-	50,878.85-	0.00	50,878.85
1111500140	B.C. ASSESSMENT AUTHORITY	17,525.52-	17,525.52-	0.00	17,525.52
1111500150	MUNICIPAL FINANCE AUTHORITY	33.99-	33.99-	0.00	33.99
1111500160	POLICE TAX	53,214.83-	53,214.83-	0.00	53,214.83
	TOTAL TRANSMISSION OF TAXES	<u>436,035.23-</u>	<u>436,035.23-</u>	<u>0.00</u>	<u>436,035.23</u>
	GRAND TOTAL GENERAL FUND REVENUE:	2,368,114.55-	2,368,114.55-	1,877,900.00-	490,214.55
EXPENDITURES					
GENERAL GOVERNMENT					
ADMINISTRATION					
1120000100	COUNCIL INDEMNITY	42,969.84	42,969.84	45,000.00	2,030.16
1120000101	OFFICE STAFF SALARIES & BENEFITS	202,615.04	202,615.04	200,000.00	2,615.04-
1120000102	OFFICE STAFF MEDICAL REFERRAL	395.00	395.00	500.00	105.00
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	17,500.00	17,500.00	18,500.00	1,000.00
1120000107	PROFESSIONAL DEVELOPMENT	1,041.00	1,041.00	5,000.00	3,959.00
1120000109	CONTRACTOR FEES	58.85	58.85	0.00	58.85-
	TOTAL ADMINISTRATION	<u>264,579.73</u>	<u>264,579.73</u>	<u>274,500.00</u>	<u>9,920.27</u>
OTHER EXPENSES					
1120000201	OFFICE INSURANCE	3,064.68	3,064.68	5,000.00	1,935.32
1120000202	OFFICE TELEPHONE/FAX	4,589.70	4,589.70	4,000.00	589.70-
1120000203	OFFICE HYDRO	2,637.54	2,637.54	3,000.00	362.46
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	2,584.69	2,584.69	3,500.00	915.31
1120000205	OFFICE JANITORIAL CONTRACT	6,240.00	6,240.00	7,200.00	960.00
1120000206	LEGAL FEES	32,001.41	32,001.41	40,000.00	7,998.59
1120000207	IT EXPENSES	21,458.97	21,458.97	16,000.00	5,458.97-
1120000208	COMPUTERS & OFFICE EQUIPMENT	3,154.36	3,154.36	3,000.00	154.36-
1120000209	ASSOCIATION DUES/MEMBERSHIPS	1,299.00	1,299.00	2,000.00	701.00
1120000301	OFFICE POSTAGE	1,770.51	1,770.51	2,000.00	229.49
1120000302	OFFICE COURIER/FREIGHT CHARGES	83.23	83.23	100.00	16.77
1120000303	OFFICE STATIONERY	1,867.74	1,867.74	3,000.00	1,132.26
1120000304	COMPUTER FORMS & SUPPLIES	867.77	867.77	1,500.00	632.23
1120000305	XEROX LEASE/ADVERTISING	3,108.86	3,108.86	5,000.00	1,891.14
1120000306	OFFICE ALARM MONITORING	533.77	533.77	300.00	233.77-
1120000308	CANON LEASE	0.00	0.00	3,000.00	3,000.00
1120000309	CANON LEASE PAYMENTS	2,273.56	2,273.56	0.00	2,273.56-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	2,619.75	2,619.75	15,000.00	12,380.25
1120000402	TOURISM	6,589.00	6,589.00	10,000.00	3,411.00
1120000403	HERITAGE	2,240.25	2,240.25	1,500.00	740.25-
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	300.00	300.00	500.00	200.00
1120000407	MISCELLANEOUS	5,824.01	5,824.01	500.00	5,324.01-
1120000408	WOOD STOVE EXCHANGE PROGRAM	400.00	400.00	0.00	400.00-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	0.00	0.00	200.00	200.00
1120000413	REMOVE LAND FROM PARK	6,500.00	6,500.00	15,000.00	8,500.00
1120000415	BAD DEBT - UNCOLLECTABLE REVENUE	0.00	0.00	1,000.00	1,000.00
1120000418	VTN PILOT PROJECT	8,000.00	8,000.00	8,000.00	0.00
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	1,028.95	1,028.95	1,500.00	471.05
	TOTAL OTHER EXPENSES	<u>121,037.75</u>	<u>121,037.75</u>	<u>152,300.00</u>	<u>31,262.25</u>
	TOTAL GENERAL GOVERNMENT	385,617.48	385,617.48	426,800.00	41,182.52
PROTECTIVE SERVICES					
2 FIRE DEPARTMENT					

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121000101	FIRE FIGHTERS MEMBERS PAY	5,891.95	5,891.95	9,500.00	3,608.05
1121000102	FIRE ASSOCIATION HONORARIUM	689.60	689.60	0.00	689.60-
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	0.00	500.00	500.00
1121000104	FIRE DEPT TRAINING	588.20	588.20	13,000.00	12,411.80
1121000201	FIRE DEPT INSURANCE	7,244.41	7,244.41	9,500.00	2,255.59
1121000202	FIRE HALL PHONE	881.95	881.95	1,000.00	118.05
1121000204	FIRE HALL HEAT & LIGHT	5,655.03	5,655.03	5,000.00	655.03-
1121000205	FIRE HALL MAINT. & FURNISHINGS	1,254.19	1,254.19	3,000.00	1,745.81
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	1,279.34	1,279.34	6,000.00	4,720.66
1121000207	FIRE DEPT OPERATING SUPPLIES	1,738.25	1,738.25	16,500.00	14,761.75
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	672.00	672.00	1,000.00	328.00
1121000211	FIRE DEPT PROMO	2,035.43	2,035.43	4,000.00	1,964.57
	TOTAL FIRE DEPARTMENT EXPENDITURES	27,930.35	27,930.35	69,000.00	41,069.65
MUNICIPAL EMERGENCY PROGRAM					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	724.60	724.60	3,000.00	2,275.40
1121100102	EMERGENCY PROGRAM SUPPLIES	487.24	487.24	500.00	12.76
1121100104	EMERGENCY PROGRAM TRAINING	0.00	0.00	2,500.00	2,500.00
1121100202	EMERGENCY TELEPHONE	1,858.17	1,858.17	1,000.00	858.17-
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.:	3,070.01	3,070.01	8,000.00	4,929.99
	TOTAL PROTECTIVE SERVICES	31,000.36	31,000.36	77,000.00	45,999.64
TRANSPORTATION SERVICES					
PUBLIC WORKS DEPARTMENT					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	205,133.28	205,133.28	244,500.00	39,366.72
1121200102	PUBLIC WORKS MEDICAL REFERRAL	600.00	600.00	2,000.00	1,400.00
1121200103	P.W. COVERALLS & WORKBOOTS	3,202.66	3,202.66	3,000.00	202.66-
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	4,103.63	4,103.63	4,500.00	396.37
	TOTAL PUBLIC WORKS WAGES & BENEFITS	213,039.57	213,039.57	254,000.00	40,960.43
P.W. YARD & STORES					
1121200201	P.W. INSURANCE	6,745.15	6,745.15	2,500.00	4,245.15-
1121200202	P.W. YARD & STORES - PHONE	1,751.10	1,751.10	1,800.00	48.90
1121200203	P.W. YARD & STORES - HYDRO	6,624.85	6,624.85	7,500.00	875.15
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	6,839.61	6,839.61	6,000.00	839.61-
1121200205	P.W. MAINTENANCE WORKSHOP	821.78	821.78	1,500.00	678.22
1121200206	DOG CONTROL SUPPLIES	289.65	289.65	200.00	89.65-
1121200207	LEASE COSTS	18.19	18.19	0.00	18.19-
	TOTAL P.W. YARD & STORES	23,090.33	23,090.33	19,500.00	3,590.33-
REPAIRS, MAINTENANCE, RENTALS & TOOLS					
1121200301	DITCHES, DRAINS AND STORMSEWERS	3,057.20	3,057.20	5,000.00	1,942.80
1121200302	P.W. EQUIPMENT REPAIR & MAINT	41,450.73	41,450.73	35,000.00	6,450.73-
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	1,000.00	1,000.00
1121200306	PARKS - MAINTENANCE	2,540.59	2,540.59	8,000.00	5,459.41
1121200307	DOCK & BOAT LAUNCH EXPENSES	9,340.23	9,340.23	20,000.00	10,659.77
1121200308	P.W. SMALL TOOLS/EQUIPMENT	1,264.65	1,264.65	3,000.00	1,735.35
1121200309	PORTA POTTI RENTALS	7,255.88	7,255.88	5,000.00	2,255.88-
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS	64,909.28	64,909.28	77,000.00	12,090.72
ROADS, STREETS, HIGHWAY & SIDEWALKS					
1121200401	ROADS, STREETS AND LANES	7,496.65	7,496.65	5,000.00	2,496.65-
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	6,264.10	6,264.10	10,000.00	3,735.90
1121200405	STREET LIGHTS - HYDRO	18,780.40	18,780.40	17,500.00	1,280.40-
1121200406	STREET LIGHTS - MAINTENANCE	3,136.06	3,136.06	3,000.00	136.06-
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	11,500.00	11,500.00	10,000.00	1,500.00-
1121200410	MUNICIPAL HIGHWAY PAVING	9,030.00	9,030.00	10,000.00	970.00
	TOTAL ROADS, ST., HIWAY, & SIDEWALKS	56,207.21	56,207.21	58,500.00	2,292.79
	TOTAL PUBLIC WORKS DEPARTMENT	357,246.39	357,246.39	409,000.00	51,753.61
ENVIRONMENTAL HEALTH SERVICES					
1121300101	TRANSFER STATION WAGES	13,385.62	13,385.62	20,000.00	6,614.38
1121300103	TRANSFER STATION OPERATING	24,170.55	24,170.55	10,000.00	14,170.55-
1121300104	RECYCLING DEPOT CONTRACT	15,554.70	15,554.70	23,000.00	7,445.30

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121300105	GARBAGE COLLECTION CONTRACT	80,833.06	80,833.06	80,000.00	833.06
	TOTAL ENVIRONMENTAL HEALTH SERVICES	133,943.93	133,943.93	133,000.00	943.93
PUBLIC HEALTH & WELFARE					
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	4,433.62	4,433.62	2,000.00	2,433.62
	TOTAL PUBLIC HEALTH & WELFARE	4,433.62	4,433.62	204,000.00	199,566.38
ENVIRONMENTAL DEVELOPMENT					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	29,464.70	29,464.70	30,000.00	535.30
1121500102	BOULEVARD MAINTENANCE	5,430.47	5,430.47	10,000.00	4,569.53
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	5,895.00	5,895.00	10,000.00	4,105.00
1121500208	HWY SIGNS MAINTENANCE	0.00	0.00	500.00	500.00
	TOTAL ENVIRONMENTAL DEVELOPMENT	40,790.17	40,790.17	60,500.00	19,709.83
	TOTAL ENVIRONMENTAL SERVICES	179,167.72	179,167.72	397,500.00	218,332.28
RECREATION SERVICES					
RECREATION DEPARTMENT					
1121600101	RECREATION DEPARTMENT WAGES & BENEFI	40,994.94	40,994.94	83,000.00	42,005.06
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	40,994.94	40,994.94	84,000.00	43,005.06
RECREATION PROGRAMS					
1121600302	RECREATION PROGRAMS AND SUPPLIES	2,238.17	2,238.17	5,000.00	2,761.83
1121600305	STAFF SWEAT/ T SHIRT EXPENSE	360.52	360.52	500.00	139.48
1121600306	C.C. COMPUTER LAB	2,438.20	2,438.20	5,000.00	2,561.80
1121600307	WEIGHT ROOM EQUIPMENT & REPAIRS	6,181.49	6,181.49	0.00	6,181.49
1121600308	MISC. MERCHANDISE	0.00	0.00	1,500.00	1,500.00
	TOTAL RECREATION DEPARTMENT PROGRAMS	11,218.38	11,218.38	12,000.00	781.62
OTHER RECREATION SERVICES					
1121600402	AID TO PUBLIC HOLIDAYS	3,110.05	3,110.05	5,000.00	1,889.95
1121600403	LIBRARY REQUISITION	34,156.00	34,156.00	35,000.00	844.00
	TOTAL OTHER RECREATION DEPT. SERVICES	37,266.05	37,266.05	40,000.00	2,733.95
	TOTAL RECREATION DEPARTMENT SERVICES	89,479.37	89,479.37	136,000.00	46,520.63
ARENA					
1121700106	ARENA ALARM MONITORING	623.40	623.40	300.00	323.40
1121700201	ARENA INSURANCE	13,105.80	13,105.80	12,000.00	1,105.80
1121700202	ARENA TELEPHONE	959.40	959.40	800.00	159.40
1121700203	ARENA HYDRO & PROPANE	6,803.67	6,803.67	20,000.00	13,196.33
1121700204	ARENA BUILDING OPERATION & MAINTENAN	3,173.84	3,173.84	5,000.00	1,826.16
1121700205	ARENA MACHINERY & EQUIPMENT	0.00	0.00	5,000.00	5,000.00
	TOTAL ARENA EXPENDITURES	24,666.11	24,666.11	43,100.00	18,433.89
	TOTAL ARENA EXPENSES	24,666.11	24,666.11	43,100.00	18,433.89
COMMUNITY CENTRE					
1121800101	JANITOR SALARIES & BENEFITS	20,432.76	20,432.76	21,500.00	1,067.24
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	300.00	300.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	300.00	300.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	263.45	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	8,296.28	8,296.28	8,500.00	203.72
1121800202	COMMUNITY CENTRE TELEPHONE	1,038.09	1,038.09	800.00	238.09
1121800203	COMMUNITY CENTRE HEAT & LIGHT	17,336.85	17,336.85	17,200.00	136.85
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	7,215.82	7,215.82	14,000.00	6,784.18
	TOTAL COMMUNITY CENTER EXPENDITURES	54,583.25	54,583.25	63,000.00	8,416.75
	TOTAL COMMUNITY CENTRE EXPENSES	54,583.25	54,583.25	63,000.00	8,416.75
SEA VIEW ACTIVITY CENTER					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	1,301.00	1,301.00	2,000.00	699.00
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	885.61	885.61	1,000.00	114.39
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	1,027.44	1,027.44	4,000.00	2,972.56
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	3,214.05	3,214.05	7,000.00	3,785.95

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
DEBT CHARGES					
BANK CHARGES					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	33,907.18	33,907.18	33,900.00	7.18-
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	1,066.36	1,066.36	0.00	1,066.36-
1122100103	BANK CHARGES	4,993.16	4,993.16	5,100.00	106.84
1122100105	FUTURE OPERATIONS	0.00	0.00	86,000.00	86,000.00
	TOTAL DEBT CHARGES	<u>39,966.70</u>	<u>39,966.70</u>	<u>125,000.00</u>	<u>85,033.30</u>
	TOTAL FISCAL SERVICES & DEBT CHARGES	<u>39,966.70</u>	<u>39,966.70</u>	<u>125,000.00</u>	<u>85,033.30</u>
LAND & OFFICE EQUIPMENT					
1122300101	OFFICE CAP.:SERVER/UPGRADE SOFTWARE-	3,049.50	3,049.50	0.00	3,049.50-
1122300112	HEAT PUMP FOR OFFICE	0.00	0.00	6,000.00	6,000.00
1122300114	MARINA BUILDING & FURNISHINGS	142,396.03	142,396.03	150,000.00	7,603.97
1122300150	LAND CAP.:MARINA	190,929.65	190,929.65	0.00	190,929.65-
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	<u>336,375.18</u>	<u>336,375.18</u>	<u>156,000.00</u>	<u>180,375.18-</u>
PUBLIC WORKS					
1122300417	PICNIC TABLES	2,293.51	2,293.51	2,500.00	206.49
1122300418	REPLACE STREETLIGHTS	7,831.03	7,831.03	20,000.00	12,168.97
	TOTAL PUBLIC WORKS CAP. EXPENDITURES	<u>10,124.54</u>	<u>10,124.54</u>	<u>22,500.00</u>	<u>12,375.46</u>
COMMUNITY CENTER					
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	<u>0.00</u>	<u>0.00</u>	<u>21,000.00</u>	<u>21,000.00</u>
	TOTAL CAPITAL EXPENDITURES	<u>346,499.72</u>	<u>346,499.72</u>	<u>199,500.00</u>	<u>146,999.72-</u>
	GRAND TOTAL GENERAL FUND EXPENDITURES	<u>1,511,441.15</u>	<u>1,511,441.15</u>	<u>1,883,900.00</u>	<u>372,458.85</u>
TRANSMISSION OF TAXES					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	15,561.86	15,561.86	0.00	15,561.86-
1122500110	REGIONAL DISTRICT OF MT. WADDINGTON	126,247.27	126,247.27	0.00	126,247.27-
1122500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	51,028.90	51,028.90	0.00	51,028.90-
	TOTAL TRANSMISSION OF TAXES	<u>192,838.03</u>	<u>192,838.03</u>	<u>0.00</u>	<u>192,838.03-</u>
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	<u>1,704,279.18</u>	<u>1,704,279.18</u>	<u>1,883,900.00</u>	<u>179,620.82</u>
WATER REVENUE FUND					
REVENUE					
2110000101	WATER RATES REVENUE	63,882.07-	63,882.07-	60,000.00-	3,882.07
2110000102	WATER RATES PENALTIES	2,347.76-	2,347.76-	1,000.00-	1,347.76
	TOTAL WATER RATES REVENUE	<u>66,229.83-</u>	<u>66,229.83-</u>	<u>61,000.00-</u>	<u>5,229.83</u>
TOTAL					
TRANSFERS					
2111200106	TRANSFER FROM GAS TAX	0.00	0.00	15,000.00-	15,000.00-
	TOTAL WATER TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>15,000.00-</u>	<u>15,000.00-</u>
	GRAND TOTAL WATER REVENUE	<u>66,229.83-</u>	<u>66,229.83-</u>	<u>76,000.00-</u>	<u>9,770.17-</u>
WATER FUND EXPENDITURE					
2121200101	WATER EQUIP. MAINT. WAGES	9,919.31	9,919.31	20,000.00	10,080.69
2121200201	INSURANCE - WATER SYSTEM	4,215.70	4,215.70	4,500.00	284.30
2121200301	WATER EQUIP. REPAIR/MAINT.	31,518.32	31,518.32	30,000.00	1,518.32-
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,500.00	6,500.00
	TOTAL WATER MAINTENANCE EXPENDITURES	<u>45,653.33</u>	<u>45,653.33</u>	<u>61,000.00</u>	<u>15,346.67</u>
FUNDS TRANSFERS					
2122300103	WATER WELL REPLACEMENTS	0.00	0.00	15,000.00	15,000.00
	TOTAL DEBT CHARGES & CAPITAL EXPEND.	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	<u>15,000.00</u>
	TOTAL WATER FUND EXPENDITURES	<u>45,653.33</u>	<u>45,653.33</u>	<u>76,000.00</u>	<u>30,346.67</u>
	TOTAL	<u>45,653.33</u>	<u>45,653.33</u>	<u>76,000.00</u>	<u>30,346.67</u>
SEWER REVENUE					
3110000101	SEWER RATES REVENUE	141,411.96-	141,411.96-	140,000.00-	1,411.96
3110000103	SEWER RATES PENALTIES	4,582.15-	4,582.15-	2,000.00-	2,582.15
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-

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2020
 To 31/12/2020

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
3110000135	BUILD CANADA FUND GRANT	24,761.00-	24,761.00-	0.00	24,761.00
	TOTAL SEWER REVENUE	170,755.11-	170,755.11-	179,000.00-	8,244.89-
	GRAND TOTAL SEWER FUND REVENUE	170,755.11-	170,755.11-	179,000.00-	8,244.89-
EXPENDITURES					
3121200101	SEWER TREATMENT PLANT WAGES	23,256.03	23,256.03	20,000.00	3,256.03-
3121200102	SEWER DIST. SYSTEM WAGES	5,240.68	5,240.68	10,000.00	4,759.32
3121200201	SEWER INSURANCE	6,154.80	6,154.80	6,500.00	345.20
3121200202	SEWER PLANT TELEPHONE EXPENSE	1,922.50	1,922.50	800.00	1,122.50-
3121200203	SEWER HYDRO	22,916.49	22,916.49	20,000.00	2,916.49-
3121200204	SEWER SUPPLIES & MAINTENANCE	15,072.81	15,072.81	20,000.00	4,927.19
3121200205	SLUDGE DISPOSAL	8,376.86	8,376.86	50,000.00	41,623.14
3121200206	WASTE MANAGEMENT PERMIT FEES	677.47	677.47	600.00	77.47-
	TOTAL SEWER OPERATING EXPENSE	83,617.64	83,617.64	127,900.00	44,282.36
CAPITAL EXPENDITURES FROM REVENUE					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	14,100.00	14,100.00
3122300106	SEW CAP:PLANT RETROFIT	10,627.15	10,627.15	0.00	10,627.15-
3122300109	SEWER SYSTEM STUDY	13,645.50	13,645.50	15,000.00	1,354.50
3122300110	ODOUR CONTROL	0.00	0.00	16,000.00	16,000.00
	TOTAL CAP. EXPEND. FROM SEWER REVENUE	24,272.65	24,272.65	45,100.00	20,827.35
	TOTAL:	83,441.32-	83,441.32-	6,000.00-	77,441.32
	REPORT TOTALS:	747,276.69-	747,276.69-	0.00	747,276.69

*** End of Report ***



Gateway to the Wild West Coast

INFORMATION ITEMS

FOR IMMEDIATE RELEASE
January 15, 2021

Reminder: Help reduce the spread of COVID-19

Island-wide — With COVID-19 cases on the rise, Island Health is asking people across our region to double down on their efforts to help stop the spread of the virus. COVID-19 is in all of our communities and everyone must continue to follow the steps we know are effective in reducing the risk of transmission.

On January 8, Provincial Health Officer Dr. Bonnie Henry extended Orders on all gatherings and events to February 5, 2021, at midnight. In addition to these Orders, it is also strongly recommended that everyone limit their travel between communities and outside of the province unless it is absolutely essential for work or medical care.

Here's what we must do to keep everyone safe:

- Limit our social interactions to our immediate household. Those who live alone must limit their social interactions to one or two people in their frequent bubble. The fewer people we see, the less chance of exposure.
- Wash our hands often – an easy and effective way to prevent the spread.
- Wear a mask in all indoor public settings, including all retail stores and restaurants, except when eating or drinking.
- Limit time in public places to essential trips for things like groceries and medications.
- If you are experiencing cold, influenza, or COVID-19 symptoms, even if they are mild, please stay home, self-isolate and visit bc.thrive.health or Island Health's [website](#) to determine if you require testing.
- Testing is fast and easy – people aged 4 and older with symptoms of COVID-19 can be tested with a gargle test or nasopharyngeal swab and results are usually available within 24 hours.

Before calling to book an appointment for testing, please use the self-assessment tool at bc.thrive.health to determine if you or your child needs a COVID-19 test. If a test is recommended, call 1-844-901-8442 to book an appointment (daily 8:30 a.m. - 8:00 p.m.). Testing is available by appointment only.

Thank you for continuing to do your part - everything you do now will make a difference in the days and weeks to come.

For more information on COVID-19 case numbers, visit Island Health's COVID-19 [dashboard](#) or the BCCDC COVID-19 [data hub](#). You can find more information on COVID-19 at www.islandhealth.ca/covid19.

Dear Mayor Cameron,

Since launching BC's Small- and Medium- Sized Recovery Grant program in October, we have heard from the small business community that the program could be enhanced to help more businesses. Our government listened to that feedback, and I am happy to tell you that we have made a number of changes to the program that will help more businesses get help more quickly.

I am reaching out to let you know about these changes in case businesses in Port Alice would like to apply, or you would be able to help get the word out in the business community in Port Alice.

Overall, the changes have simplified the application process and streamline criteria. Businesses that have already submitted applications do not have to reapply, and their applications will be reviewed under the revised criteria. Key changes include:

- Lowering the requirement for the amount of time a business had to have been in operation from three years to 18 months.
- Removing the requirement to list a number of remittance accounts such as GST, PST, and WorkSafeBC registration numbers.
- Extended the grants to sole proprietors with fixed costs.
- Expanding the revenue requirements to include businesses that continue to earn 30 percent or less in revenue.
- Streamlining the required recovery plan to a two-page form.
- Increasing the total amount of funding to \$345M from \$300M, which includes a \$100M envelope for the tourism sector and a top up of up to \$15,000 for tourism businesses.

The program is already providing targeted financial support for some of the hardest hit businesses in BC. The program runs until March 31st, 2021, or until the funds are fully allocated, whichever comes first. More information, including the online application, can be found online at www2.gov.bc.ca/gov/content/economic-recovery/business-recovery-grant. I am also attaching a fact sheet for your reference.

B.C. entered the pandemic as an economic leader in Canada, and we are committed to supporting small businesses to reopen, adapt, hire, and grow. I thank you for your hard work and perseverance through these difficult times, and I hope this program may be of assistance to you.

Sincerely,

Michele Babchuk

MLA, North Island

Small and Medium Sized Business Recovery Grant Program

Fact Sheet for MLAs and Constituency Offices

The Small and Medium Sized Business Recovery Grant program provides fully funded grants to B.C. businesses to ensure they have the support they need throughout the COVID-19 pandemic. The program runs until March 31, 2021 or until the funds are fully allocated, whichever comes first.

How much funding is available?	<p>A \$10,000 to \$30,000 grant is available to eligible small and medium sized B.C. businesses impacted by COVID-19.</p> <p>An additional \$5,000 to \$15,000 grant is available to eligible tourism-related businesses.</p>
Who is eligible?	<p>Eligibility criteria were streamlined on December 18, 2020, to make it easier for businesses to qualify.</p> <ul style="list-style-type: none"> • B.C. businesses must meet all eligibility criteria to receive a base grant of \$10,000 to \$30,000 (see Page 2). • Tourism-related businesses can qualify to receive an additional grant up to \$15,000 if they meet all the base grant eligibility criteria and the tourism grant top-up eligibility criteria (see Page 2). <p>Businesses may determine their eligibility online.</p>
How does the Grant program work?	<p>Step 1: Apply Businesses apply for funding online.</p> <p>Step 2: Develop a plan If eligible, a business must develop a recovery plan. Professional service providers are available to help businesses plan for their recovery as needed.</p> <p>Step 3: Receive funding Once a recovery plan is submitted and approved, funding is provided to implement plan.</p> <p>Step 4: Report Businesses may be asked to submit to an audit of their recovery efforts and spending supported by the grant funding.</p>
More information:	<p>Visit the Small and Medium Sized Business Grant program website at: https://www2.gov.bc.ca/gov/content/economic-recovery/business-recovery-grant</p>
Need help?	<p>Email: BusinessRecoveryGrantProgram@gov.bc.ca</p> <p>Phone: 1-833-254-4357</p>

Small and Medium Sized Business Recovery Grant Program

Fact Sheet for MLAs and Constituency Offices

Eligibility Criteria:

<p>Base grant</p>	<p>A business must meet all eligibility criteria to receive a base grant:</p> <ul style="list-style-type: none"> • Majority share of the business is owned by one or more B.C. residents • Business has been operating in B.C. for at least 18 months as of the date of application • Business’s sole or primary operations are located and conducted in B.C., is registered in B.C., is current and pays taxes in B.C. • Business is currently operating (seasonal or temporarily closed businesses are also eligible) • Business employs up to 149 people in B.C. for at least four months of the calendar year <ul style="list-style-type: none"> ○ Includes businesses that had employees or contracted staff prior to February 1, 2020 ○ Businesses such as sole proprietorships and partnerships that do not have staff must have fixed costs related to tangible assets: property, plant or equipment • Business had positive cash flow for the last financial statement, prior to February 1, 2020 • Business experienced revenue losses compared to the same period of 2019 of: <ul style="list-style-type: none"> ○ At least 70% at some point during March or April 2020 and ○ At least 30% at some point during May 2020 to present • Business’s ownership has not prepared the business for closure, dissolution or for sale following February 1, 2020 <p>Businesses may determine their eligibility and find out what they need to apply online.</p>
<p>Tourism grant top-up</p>	<p>To receive the tourism grant top-up, a business must meet all base grant eligibility criteria and declare that a majority (50% or more) of their business is tourism-related as defined in the eligibility criteria.</p> <p>Tourism-related businesses are those that cater to persons travelling to and staying in places outside their usual environment for not more than one consecutive year for leisure business and other purposes.</p> <p>A list of eligible tourism sector and accommodation businesses is online.</p>