

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY June 26, 2019 at 7:00 pm
IN THE PORT ALICE COUNCIL CHAMBERS



(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 (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 26, 2019, be approved; AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

(4) DELEGATIONS:

(5) MINUTES:

Pg 3-4

a.) *THAT the minutes for the Regular Meeting held on June 12, 2019, be adopted.*

(6) OLD BUSINESS: N\A

(7) COMMUNICATIONS:

Pg 5-28

a.) 2019 Provincial Appointment Book, Meeting requests with Provincial Government staff

(8) NEW BUSINESS:

Pg 29

a) Request for Temporary Recreational Vehicle Parking Permit
May 2019, Letter from Bill Feader, Owner Brooks Bay Holdings

Committee of the Whole Recommendation:

THAT a recommendation go to Council that due to the late opening of the Port Alice Campground the Village permit Bill Feader to temporarily allow recreational vehicles to park overnight in his shopping centre parking lot.

(9) REPORTS:

Pg 31-33

a.) Accounts Payable Listing for May 2019
June 15, 2019, Report by Bonnie Danyk, CAO/CFO

Pg 35-40

b.) Summary of Revenue & Expenses for May 2019
June 15, 2019, Report by Bonnie Danyk, CAO/CFO

Pg 41-43

c.) Gas Tax Report
June 17, 2019, Report from Bonnie Danyk, CAO/CFO

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Pg 45 **d.) By-election**
 June 17, 2019, Report from Bonnie Danyk, CAO/CFO

Pg 47 **e.) Fire Truck**
 June 20, 2019, Report from Bonnie Danyk, CAO/CFO

Pg 49 **f.) Fire Chief's Monthly Report – May 2019**
 June 6, 2019, Report from Fire Chief Gerry Rose

(10) BYLAWS: N\A

(11) QUESTION PERIOD:

(12) ADJOURNMENT:
THAT the meeting of the Village of Port Alice Council held June 26, 2019, be adjourned.

INFORMATION ITEMS:

1. June 13, 2019, Letter from UBCM re: Approval to pay funds for 2018 CEPF: Emergency Operations Centres and Training supplies

**VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JUNE 12, 2019
IN THE PORT ALICE COUNCIL CHAMBERS**



Present

Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Bruce Lloyd
Councillor Angela Yunker

Absent

Councillor Warren Beatty

Staff

Bonnie Danyk, CAO / CFO

CALL TO ORDER: 7:00 pm

Mayor Kevin Cameron called the meeting to order at 6:30 pm

RESOLUTION TO PROCEED TO CLOSED MEETING:

72/19

**Closed
Meeting**

MOVED by Councillor Lloyd / Seconded by Councillor Aldis

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) (I) *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];*

CARRIED

73/19

**Adoption of
Agenda**

ADOPTION OF AGENDA:

MOVED by Councillor Lloyd / Seconded by Councillor Yunker

THAT the Agenda for the Meeting of the Village of Port Alice for June 12, 2019, be approved:
AND THAT all delegations, reports, correspondence and other information set to the agenda be received for information.

CARRIED

DELEGATIONS:

a) Western Forest Products – Update activities around Port Alice

Jon Flintoft and David Steele gave an overview of future logging activity in the area around the Village of Port Alice and along Highway 30.

b) Role of Community Paramedic

Andrea Keenan and Maria Fraser gave a presentation about the new Community Paramedic Program in Port Alice. The purpose of the program and current initiatives were discussed.

74/19

**Minutes
May 22, 2019**

MINUTES:

MOVED by Councillor Lloyd/ Seconded by Councillor Aldis

THAT the minutes for the Regular Meeting held on May 22, 2019 be adopted.

CARRIED

OLD BUSINESS:

75/19
Dragon Boat

a.) Dragon Boat Moorage
May 22, 2019 Email from Area Keenan, Community Paramedic

MOVED by Councillor Lloyd/ Seconded by Councillor Aldis

***THAT** the Dragon Boat group be permitted to dock the boat in the yellow "fuel loading zone" at the Rumble Beach Marina with the condition that if the Marina is busy and the space is required the boat will be removed*

CARRIED

76/19
Adjourn

ADJOURNMENT:

MOVED by Councillor Lloyd / Seconded by Councillor Yunker

***THAT** the Regular meeting of the Village of Port Alice held June 12, 2019, be adjourned at 8:00 pm*

CARRIED

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 12, 2019.

Mayor

Chief Administrative Officer

2019 PROVINCIAL APPOINTMENT BOOK

Meeting Requests with Provincial Government Staff from Ministries, Agencies, Commissions and Corporations (MACC)

at the

2019 UBCM CONVENTION

**September 23 – 27, 2019
Vancouver Convention Centre
Vancouver, British Columbia**



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Introduction

The Provincial Appointment Book is provided to help schedule meetings at the 2019 UBCM Convention. All Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) with staff attending the Convention and available to meet with local government delegates, are listed. Links to meeting requests forms with the Premier and Cabinet Ministers, and the Minister of Municipal Affairs and Housing are also included.

Meeting Requests

Honourable John Horgan, Premier and Cabinet Ministers *(except Minister of Municipal Affairs and Housing)*

Click: <https://UBCMreg.gov.bc.ca>

Invitation Code: MeetingRequest2019 (*case sensitive*)

Deadline: Wednesday, July 17, 2019

Questions: Contact the Premier's UBCM Meeting Request Coordinator, by email at: UBCM.Meetings@gov.bc.ca, or by telephone at: 250 213-3856.

Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Click: [Municipal Affairs and Housing Minister's Meeting Requests](#)

Deadline: Wednesday, July 17, 2019

Questions: Contact the Minister's UBCM Meeting Request Coordinator, Nicole Gibbings, by email at: MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3203.

Provincial Government Staff *Ministries, Agencies, Commissions and Corporations (MACC)*

Click: [Provincial Staff \(MACC\) Meeting Requests](#)

Deadline: Friday, August 23, 2019

Questions: Contact the UBCM MACC Meeting Request Coordinator, Laura Smith, by email at MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3263.

Once Provincial Government MACC Staff meetings are scheduled, confirmation will be sent to local governments **via email**.

Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information

ON-SITE PROVINCIAL APPOINTMENTS DESK

Provincial Appointments Desk staff will be available to schedule meetings with Provincial Government MACC Staff at the following locations:

Monday, September 23, 2019 to Tuesday, September 24, 2019

Vancouver Convention Centre, East Building - Lobby
8:30 am – 4:00 pm

Wednesday, September 25, 2019 – Thursday, September 26, 2019

Vancouver Convention Centre, East Building – Exhibition Hall C
8:30 am – 4:00 pm

MEETING LOCATIONS WITH PROVINCIAL GOVERNMENT MACC STAFF AT CONVENTION:

Tuesday, September 24, 2019

Pan Pacific Hotel, R Level – Cypress Suite

Wednesday, September 25, 2019 to Thursday, September 26, 2019

Vancouver Convention Centre, East Building – Exhibition Hall C

Questions: Contact the MACC UBCM Meeting Request Coordinator, Laura Smith, by email at MAH.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 778 698-3263.

Ministry of Advanced Education, Skills and Training

DIVISION/BRANCH	TOPIC
Governance, Legislation and Corporate Planning Division	Post-secondary governance, legislation, sector quality assurance, private career training regulation, data support, audit, institutional accountability, corporate planning, international education, intergovernmental relations, and sector labour relations.
Post-Secondary Policy and Programs and Division Responsible for Learner Supports	25 public post-secondary institutions and their programs including skills and training, Aboriginal Education, Adult Basic Education, English Language Learning, strategic policy, StudentAid BC, Science, Technology, Engineering and Math (STEM), and medical and health.
Finance, Technology and Management Services and Division Responsible for Student Housing	Operating and capital grants to 25 public post-secondary institutions (PSIs), FTE and PSI financial health monitoring and reporting, Ministry's 10 year capital plan, PSI property acquisition and disposition, manage Ministry budget, maintain Ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead Ministry's business continuity and emergency response readiness with PSIs. Leading the development of 5000 additional student housing beds on Post-Secondary campuses in B.C.
Workforce Innovation and Division Responsible for Skills Training	Development and management of targeted labour market programs, policies, the dissemination of labour market information, and oversight of the Industry Training Authority to help British Columbians advance their skills and employment and support employers to meet their workforce needs.

Ministry of Agriculture

DIVISION/BRANCH	TOPIC
Food Safety and Inspection Branch	Responsible for administration, compliance and enforcement of provincial legislation related to slaughter of meat, and food safety related to processing of seafood products. Also responsible for administration of food safety programs for farmers, ranchers and food processors under the federal/provincial/territorial Canadian Agricultural Partnerships (CAP) agreement.
Corporate Governance, Policy and Legislation	Responsible for providing corporate planning, resources and services to the Executive and ministry including ministry data reporting and dissemination, policy, legislation, Intergovernmental Relations, trade for agriculture and Seafood policy.
Plant and Animal Health	The Plant and Animal Health Branch supports the sustainability of animal and plant agriculture, while serving to protect the well-being of the people of the province through surveillance, regulatory compliance, risk assessment, and the development of strategies to address identified risks. The Plant and Animal Health Branch consists of three key programs: The Animal Health Centre, the Livestock Management and Regulatory Unit, and the Plant Health Unit.
Innovation and Adaptation Service Branch	Provides innovative solutions to the agriculture, food and seafood sectors as essential parts of the social and economic fabric of B.C.; facilitates competition, adaptation and innovation in response to economic, environmental, social influences and market change.

DIVISION/BRANCH	TOPIC
Associate Deputy Minister's Office	<p>Responsible for oversight of three Crown corporations (ICBC, BC Lottery Corporation and BC Liquor Distribution Branch) and two regulatory agencies (Gaming Policy and Enforcement Branch and Liquor & Cannabis Regulation Branch):</p> <ul style="list-style-type: none"> -ICBC provides universal auto insurance to B.C. drivers and is responsible for driver licensing and vehicle registration and licensing. -The BC LDB is one of two branches of government responsible for the beverage alcohol industry. It operates 197 BC Liquor Stores, 1 BC Cannabis Store (including its online portal), two Wholesale Customer Centres and four Distribution Centres; it is one of the largest retailers in B.C. -The BC Lottery Corporation conducts and manages gambling in a responsible manner while focusing on innovation, strategic partnerships and community outreach. -The Gaming Policy and Enforcement Branch regulates all gambling in B.C., including both commercial and charitable gambling - Liquor & Cannabis Regulation Branch regulates BC's liquor industries and private retail non-medical cannabis industries. It issues liquor and non-medical cannabis licences and permits, and enforces legislative and regulatory conditions of these licences and permits. <p>The ADMO is also the co-lead (with the Ministry of Public Safety and Solicitor General) for the current Traffic Fine Revenue Sharing agreement consultation.</p>
BC Prosecution Service	<p>Approving and conducting criminal and regulatory prosecutions.</p> <p>Initiating and responding to appeals.</p> <p>Providing criminal law advice to the government.</p> <p>Developing policies and procedures on the administration of criminal justice.</p> <p>Collaborating with partners and stakeholders on justice reform initiatives.</p>
Justice Services Branch	<p>Promoting access to justice through funding and oversight of legal aid programs, collaborative solutions to criminal justice problems through the integration of justice, health and social services, and overseeing the Province's commitment to federal/provincial/territorial criminal justice reform initiatives.</p> <p>Promoting access to justice through dispute resolution alternatives, procedural efficiencies and case management in civil courts, agencies, boards, commissions, tribunals, and government ministries.</p> <p>Facilitating resolution of family disputes and operating justice access centres, family justice centres and the Parenting After Separation program.</p> <p>Facilitating the successful payment of child and spousal support orders in the province through Maintenance Enforcement and Locate Services.</p> <p>Co-leading the partnership between the province and the BC Aboriginal Justice Council to collaboratively develop a future-focused Indigenous Justice Strategy and implement a portfolio of projects intended to realize the vision. The Indigenous Justice Strategy endeavours to reduce the overrepresentation of Indigenous people in the justice system as well as improve experiences within the justice system.</p> <p>Coordinating regular Justice Summits to consult with major justice participants and stakeholders.</p>

Court Services Branch	<p>Court Services Branch includes court administration, the BC Sheriff Service, and Headquarters. Court Administration includes court clerks and registry staff. Registry staff are responsible for accepting and processing court documents and forms filed in all three levels of court in the areas of criminal, civil, family, divorce, adoption, probate and bankruptcy law. Court clerks are responsible for accurately capturing detailed information for court appearances that occur in courtrooms province-wide, while managing the flow of cases in court and supporting the judiciary.</p> <p>The BC Sheriff Service (BCSS) is responsible for ensuring the safety and security of the public, the judiciary, crown counsel and CSB staff in courthouses and other court venues across the province. Duties include escorting accused persons, convicted persons and persons confined under the <i>Mental Health Act</i> between court locations and correctional institutions as well as escort to hospitals. BCSS oversees the jury administration and selection process for Supreme Court criminal and civil trials as well as Coroner's Inquests. They also conduct threat assessments for high-security/high-profile trials and individuals through the Integrated Threat Assessment Unit.</p> <p>CSB Headquarters supports day-to-day frontline service and undertakes financial management, data analytics, facilities planning, and human resource support as well as business and technology transformation, policy/ legislative development, and training.</p>
Legal Services Branch	<p>Responsible for advising the B.C. government, its ministers and officials on all matters of law. LSB provides legal and legislative services to government and supports the Attorney General in his role as official legal advisor to government.</p>

DIVISION/BRANCH	TOPIC
Strategic Priorities / Strategic Initiatives	<p>The Strategic Initiatives Branch is responsible for leadership, oversight and coordination of key ministry priorities and leads a variety of complex, large-scale and cross-divisional projects in collaboration across the ministry. The branch's current projects are:</p> <ul style="list-style-type: none"> • reviewing funding provided to Family-Based Caregivers; • improving Youth Transitions; • supplementary youth-focused projects
Strategic Priorities/ Strategic Services Branch	<p>The Strategic Services Branch consists: Strategic Planning & Engagement, Project Management & Lean Services, Implementation and Change Management, Intergovernmental Relations:</p> <p>Strategic Planning & Engagement directs planning, reporting, internal communications and staff engagement. This team provides strategic advice to executive; leads ministry-wide planning and assists divisions when required; reports on priority initiatives; directs internal engagement; and manages internal web services.</p> <p>Project Management & Lean Services supports the development of new projects and the continuous improvement of existing ministry services and programs. This team handles priority projects; promotes project management practice; helps divisions streamline processes; facilitates Lean and project management capacity building; and creates and provides resources for Lean improvement.</p> <p>Implementation & Change Management coordinates the rollout of new initiatives and plans for their human impact. This team develops the quarterly Implementation Schedule; manages implementation through the Implementation Table; communicates priorities ministry-wide; develops plans for engaging and supporting staff during change; supports leaders managing organizational transitions; offers training and online tools for change management; and measures impact of implementation and change activities.</p> <p>Intergovernmental Relations supports the ministry's formal relations and executive engagements with other governments. This team provides leadership in intergovernmental collaborations; leverages opportunities to advance ministry priorities; contributes to the development of positions; manages contributions to national and international reporting; and shares developments in social sectors of other governments.</p>
Strategic Priorities/ Strategic Integration Branch	<p>The Strategic Integration Branch works collaboratively with senior leadership and subject matter experts across the ministry and within the division to enhance collaboration and integration across the four strategies of the Strategic Framework. The branch is responsible for: tracking, issues management and reporting of key Framework milestones and deliverables; ensuring the voice of Service Delivery Division and Practice is included in the development and implementation of the Framework; and oversight and coordination of consultations across the ministry on all major strategies and work plans.</p>

Policy and Legislation	<p>Child Welfare and Adoption Policy. Child and Youth Mental Health Policy and school-based mental health (EASE program) Legislation and Litigation. Research, including the ministry's research approval process</p>
Early Years and Inclusion	<p>The Early Years and Inclusion Division leads the development and implementation of BC's Childcare BC plan, policy and provincially-delivered programs for the early years and children and youth with special needs.</p> <p>Childcare BC:</p> <ul style="list-style-type: none"> • New Spaces Fund • Funding for UBCM Child Care New Spaces Grants • Funding for UBCM Child Care Planning Grants • BC Maintenance Fund • Start-up Grants • Child Care Fee Reduction Initiative • Affordable Child Care Benefit • Child Care Operating Funding • Early Childhood Educator (ECE) Wage Enhancement • Funding for ECE Bursaries • ECE Registry <p>Early Years Policy and Programs:</p> <ul style="list-style-type: none"> • Early Years Service Framework • Aboriginal Service Innovations – Early Years grants • Aboriginal Head Start <p>Policy and Provincial Programs for Children and Youth with Special Needs (CYSN):</p> <ul style="list-style-type: none"> • CYSN Service Framework • Autism Funding Program • Medical Benefits Program • Autism Information Services <p>Provincial Deaf and Hard of Hearing Services</p>
Service Delivery Division	<p>Service Delivery Division is committed to providing children, youth and families across the province with an effective, integrated and coordinated service delivery system. The division is responsible for the delivery of community services, working closely with Delegated Aboriginal Agencies, foster caregivers and the community social service sector. Divisional staff also work in collaboration with other ministry divisions, social sector partners, schools, Health Authorities, and First Nations communities to implement ministry and government strategic initiatives.</p>

DIVISION/BRANCH	TOPIC
Corporate Information and Records Management Office	Provides corporate information management services to government including: Freedom of Information; proactive disclosures of information; privacy, records management and elements of information security. Additional related responsibilities include the development of corporate information management strategies, legislation, policies, standards, training and compliance.
Service BC (SBC)	Service BC is government's chief provider of citizen and business centred services. The division enables the design and delivery of accessible, responsive and cost-effective services, making it easier for citizens and businesses to interact with government. Through a provincial network of 65 offices and the provincial contact center, SBC provides hundreds of services for more than 30 partner ministries and agencies. These services can range from improving citizens' experiences accessing income assistance services through partnership with Ministry of Social Development and Poverty Reduction to the renewal of a driver's licence on behalf of ICBC. Through BC Registries and Online Services, we register and maintain businesses, societies and personal property through BC online and other online services. SBC also delivers secure and privacy-enhancing identity services for citizens and businesses to support access to digital government services and information.
Procurement and Supply	The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality.
Real Property	The Real Property Division provides everything needed to design, set up and manage a government workplace. RPD is responsible for the Province's real estate portfolio (excluding schools, post-secondary institutions and hospitals), office space inventory, parking, related legislation, furniture procurement, project and construction management, and real estate services for special-purpose facilities (such as courthouses, laboratories and correctional facilities). RPD provides cost-effective services for environmental management, leasing, facilities management, strategic real estate advice, acquisitions, dispositions and workplace planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
Office of Chief Information Officer	The OCIO supports the transformation of government services through integration, collaboration and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy and the management of the Information Management/IT investment portfolio for the Province. The OCIO is responsible for the Province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations.
Information, Communication and Technologies	Provides leadership and expertise for the expansion, coordination and provisioning of telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the Province. The Division provides guidance on planning for telecommunications infrastructure investment to municipal and regional governments and oversees the Connecting British Columbia program. The Division further provides a leadership role in supporting government and broader public sector goals for economic development, health, education and public safety by enabling an innovative and digital government through maximizing value from IT investments and closing the digital divide for British Columbians.

Ministry of Education

DIVISION/BRANCH	TOPIC
Libraries Branch	The Libraries Branch works together with public library boards, library staff and local government to improve and ensure the public's access to information, resources, and services under the <i>Library Act</i> . Responsible for areas covering legislation, provincial funding, digital infrastructure, provincial-wide services and provincial policies.
Capital Division	The Capital Division establishes and administers the Ministry of Education's Capital Program, estimated at \$550 million annually, and includes the following program areas: Annual Facilities Grant, Seismic Mitigation, New and Additional Schools, Replacement Schools, Routine Capital Investment, Building Envelope Program, Bus Replacement Program and the Carbon Neutral Capital Program. The Division establishes the Capital Objectives, the priorities for capital investment across the province through the ministry's Capital Planning process, establishes the Capital Standards, defines the scope of capital investments, establishes contractual relationship with school districts, enforces contractual requirements and processes payments.
Resource Management and Corporate Services Division	The Resource Management and Corporate Services Division is responsible for the oversight and management of approximately \$6 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives. In addition, the division is responsible for the ministry's overall budget and financial oversight and a wide range of corporate services: financial services; strategic human resources; correspondence; Freedom of Information requests; risk management; and planning/reporting.

Ministry of Energy, Mines and Petroleum Resources

DIVISION/BRANCH	TOPIC
Mines Competitiveness and Authorizations Division	Public Geoscience, Policy and Competitiveness, Indigenous Engagement, Tenures Process, Fair, effective and transparent authorizations, Regional operations and Mineral Development.
Electricity and Alternative Energy Division	<p>The Division is responsible for British Columbia's electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low-carbon transportation fuels, and advance energy efficiency. The Division focuses on increasing electrification and energy efficiency across the economy, reducing the carbon intensity of transportation fuels, expanding electric vehicle infrastructure, and implementing programs to reduce energy use and greenhouse gas emissions in the residential, commercial and industrial sectors.</p> <p>The Division is responsible for B.C.'s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government.</p>
Oil Infrastructure Group	Responsible for facilitating the development and implementation of interprovincial oil pipelines and related infrastructure projects that benefit British Columbia through liaising with oil transmission pipeline proponents and providing the central point of contact on proposed interprovincial oil transmission pipelines to British Columbia's coast.

Oil and Gas Division	<p>Responsible for management of the province's oil and gas resources, including disposing and administering subsurface oil and gas tenures, facilitating infrastructure development to improve access to oil and gas resources; developing and implementing policies and programs, including the province's royalty regime; consulting with First Nations and other stakeholders; and engaging in external relations and providing information to the public. Develops legislation and regulations for B.C.'s oil and gas industry and sets policy for the province's regulator, the BC Oil and Gas Commission.</p> <p>Also responsible for negotiating and implementing agreements with other governments, First Nations, and non-governmental organizations regarding the fiscal, regulatory, scientific, health, safety, environmental, socio-economic, and financial aspects of oil and gas development.</p> <p>Responsible for development of the province's liquefied natural gas (LNG) industry and other industries that add value to British Columbia's oil and gas resources to strengthen and further diversify the provincial economy, including engagement with proponents, joint venture and investment interests, and liquefied natural gas and value-added gas importing countries; project implementation; and the development of a value-added oil and gas industry.</p> <p>Supports engagement on cross-jurisdictional issues relating to liquefied natural gas and value-added oil and gas, including financial and economic analysis; and relationship building with stakeholders and participation in relevant conferences and forums.</p>
Strategic and Indigenous Affairs Division	<p>Responsible for leadership and support in strategic planning and reporting; marketing and outreach, budget estimates; risk framework; supporting Clean BC ; regulatory reform; managing Crown Corporation planning and reporting requirements; Provides leadership and support in cross ministry policy and intergovernmental relations; building investor confidence in mining through outreach; and positioning B.C.'s interests/objectives in the Canadian Energy Strategy and Energy and Mines Ministers' Conference.</p> <p>Also, responsible for the management of the ministry's Indigenous relations; contributing to reconciliation with Indigenous nations; support for Indigenous nations policy development relating to mining and other specific initiatives; support for Treaty Land Entitlement negotiations; UNDRIP implementation; and support for negotiations with Indigenous nations on specific issues.</p> <p>Leads implementation of the Environmental Stewardship Initiative (ESI), and also responsible for the management of the legislative and legal affairs of the ministry.</p>
Woodfibre Implementation Group	<p>Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.</p>

DIVISION/BRANCH	TOPIC
BC Parks	Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas.
Climate Change Strategy	Province-wide coordination and management with other ministries of systems to address and respond to climate change including CleanBC, CleanBC Communities Fund, adaptation planning and engagement, climate policy, energy and the Climate Action Charter commitments in association with Ministry of Municipal Affairs and Housing, and Ministry of Energy, Mines and Petroleum Resources legislated short and long-term, province-wide greenhouse gas reduction targets, carbon tax, Carbon Neutral Government (Public Sector Organizations - schools, universities and colleges and hospitals), carbon offsets, Climate Solutions and Clean Growth Advisory Council and climate action pieces of legislation related to climate change including: <i>Greenhouse Gas Industrial Reporting and Control Act</i> , <i>Climate Change Action Accountability Act</i> (formerly called <i>Greenhouse Gas Reduction Targets Act</i>), <i>Carbon Tax</i> , <i>Greenhouse Gas Reduction (Emissions Standards)</i> , <i>Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements Act)</i> , <i>Greenhouse Gas Reduction (Vehicle Emissions Standards) Act</i> , and <i>Clean Energy Act</i> .
Conservation Officer Service	A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities.
Environmental Assessment Office	Environmental assessment (EA) process. Federal EA Substitution and Equivalency. Relationship to federal environmental assessment and review processes, including National Energy Board (NEB). Compliance and enforcement of certified projects. Public consultation regarding EAs or EA certificate amendment applications. Environmental Assessment Revitalization and the new <i>Environmental Assessment Act</i> .
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , extended producer responsibility, recycling, zero waste, circular economy, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions.
Environmental Sustainability and Strategic Policy	Species at Risk policy and legislation development; conservation and sustainability of living resources; conservation science; fish and wildlife inventory, monitoring, and reporting; Conservation Data Centre; ecosystem data and information; terrestrial ecosystem mapping; habitat supply modelling. <i>Water Sustainability Act</i> : development of water legislation, regulations, policy, standards and guidance; integrated watershed and aquifer science; water quality objectives development and policy; water governance framework; provincial water strategies; intergovernmental agreements; drought strategy; First Nations and stakeholder outreach on water legislation; policy for water conservation; source water protection; water quality monitoring; BC Lake Stewardship and Monitoring Program; groundwater hydrology; groundwater protection; monitoring and network management for surface water and groundwater quantity and quality. State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach; environmental and natural resource sector laboratory (analytical chemistry) and library services. Overarching environmental policy and legislation; compliance planning; intergovernmental relations; and Service Plan. Professional Reliance Review coordination of government actions. Corporate Indigenous relations and partnership development.

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Provincial tax policy, including: <ul style="list-style-type: none"> • Provincial property taxes (school, rural, police) • Property Transfer Tax • Provincial Sales Tax • Carbon Tax • Motor Fuel Tax • Provincial Income Tax • Cannabis Tax • Indigenous Taxation

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

DIVISION/BRANCH	TOPIC
BC Wildfire Service	Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative
Forest Policy and Indigenous Relations	Economic Services, Trade and Export Policy, Timber Pricing, Compensation and Business Analysis, Coast and Interior Revitalization, Indigenous Relations.
Integrated Resource Operations	Archaeology; Compliance and Enforcement; GeoBC; Heritage; Mountain Resorts; Recreation Sites & Trails
Office of the Chief Forester	Forest Analysis & Inventory; Forest Improvement and Research Management Branch; Climate Change and Integrated Planning; Resource Practices and Innovation, Bio economy and Indigenous Opportunities.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown land and forest authorizations, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations consultation, ecosystem-based management, range, BC Timber Sales, Interior forest sector renewal, flood and fire recovery.
Resource Stewardship	Fish and Aquatic Habitat; Resource Planning and Assessment; Species at Risk Recovery; Water Management; Wildlife and Habitat. Includes resource practices, land-based investment planning, sustainable forest management, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, dam safety, flood safety, water use planning, utility regulation, water stewardship.

DIVISION/BRANCH	TOPIC
Office of Indigenous Health	Works in partnership with BC First Nations, Metis, Inuit and Health Canada, across provincial ministries, with regional health authorities, First Nations Health Authority, and Indigenous organizations, to ensure the implementation of Government key strategic directions and commitments regarding Indigenous health.
Finance and Corporate Services	Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management. Services provided include Audit and Investigations, Capital Services Management, Health Authority Regional Grants Decision Support, and Finance and Decision Support.
Health Human Resources and Labour Relations	Responsible for workforce planning and development and operational delivery of beneficiary services that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
Population and Public Health	Focuses on improving people's overall health and well-being by promoting health; preventing disease, disability, and injury; protecting people from harm; and ensuring particular focus on key groups including Indigenous peoples, women and children (Health Protection; Healthy Living and Health Promotion; Public Health Services).
Primary Care	Responsible for implementing the provincial primary care strategy. The priorities of the division are: Primary care networks; Urgent primary care centres; Community health centres; Interdisciplinary team based primary care services; ensuring integration of Primary Care services with community services programs. The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.
Provincial, Hospital and Laboratory Health Services	Focuses on provincial health services, regional hospital services, pathology and laboratory, and precision medicine. The Division works closely with providers and stakeholders, provides strategic oversight, policy development and evaluation.
Specialized Services	Focuses on implementing specialized community and surgical services and programs. Community Care - Seniors services and Mental health and substance use services. Work on wait times - Surgical services; Colonoscopy services; Diagnostic services; Implementing waitlist policies and approaches in the specialized community services programs and other general health services.

DIVISION/BRANCH	TOPIC
Negotiations and Regional Operations Division	Leading provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.
Reconciliation Transformation & Strategies Division	Leads the development of reconciliation policy and works with all governments on topics including governance, rights recognition, self-determination, capacity building, implementation of adoption of the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission Calls to Action, and the Tsilhqot'in Supreme Court decision. Responsible for developing a cross-government vision for reconciliation for the province in collaboration with Indigenous peoples.
Implementation and Lands Services Branch	Leads key functions for the completion, implementation and ongoing relationship management of agreements with First Nations in the province, including: <ul style="list-style-type: none"> • Provincial representative on treat Implementation Committees; • Tri-partite treaty closing to reach Effective Date; • Research/advice and survey for crown land negotiations; and, • Implementation best practices to ensure agreement obligations met.
Socio-Economic Partnerships Branch	Leads the development and implementation of key corporate indigenous initiatives and seeks to achieve positive impacts needed to improve the social and economic conditions of Indigenous people in BC living on and off reserve. This work requires the development of solutions through a diverse range of initiatives through engagement with Indigenous partners, provincial ministries and the federal government.
Community and Social Innovation Branch	Leads the Ministry's efforts in sociocultural reconciliation with Indigenous communities in British Columbia, including First Nations, Metis, urban Indigenous peoples and Indigenous youth. Partners with Indigenous governments, communities, organizations and other ministries to implement community wellbeing initiatives that advance self-determining, thriving, and resilient Indigenous communities.
Major Project and Cross Gov't Initiatives Branch	Leads and/or supports initiatives and provides strategic advice to other Governmental departments, First Nations, and industry proponents in a variety of initiatives in the fields of environmental stewardship, resource development, and emerging economic opportunities. The Branch also holds Provincial accountability for strategic consultation and accommodation procedures and associated tools to support statutory decision makers.

Division/Branch	Topic
Strategic Investments Office Branch	Works directly with prospective investors whose projects have the potential to provide significant economic and job creation benefits to British Columbia. The SIO provides client-focused and personalized business services to help major investors save time and money, minimize risk and maximize certainty as their project proposal moves through provincial government regulatory and approval processes. The SIO works with municipalities, Indigenous communities and government agencies to facilitate significant investment projects in BC.
Small Business, Jobs and Workforce Division	Small business initiatives, programs, resources and available supports including the Small Business Task Force; and Small Business Roundtable; Sector and Regulatory Competitiveness including Better Regulations for British Columbians. Economic Policy and Support including Manufacturing sector support, including industries such as aerospace and marine; Provincial Economic Development Framework. Immigrations programs, settlement and integrations services; including Provincial Nominee Program, Entrepreneur Immigration Regional Pilot; foreign qualifications recognition, interprovincial labour mobility. BC Stats Information and Analysis.
Planning and Innovation Branch	Leads the development and implementation of strategy and policy in support of provincial technology, innovation and related investment initiatives. The branch also provides expertise on BC's research strengths and leads the planning and coordination of provincial technology and innovation policy and programming.
International Trade Division	Overseas trade and investment representative (TIR) presence in US, Europe and Asia; Trade readiness and trade services programs including support to communities across the province including indigenous communities; Initiatives to attract and retain international investors and businesses, and align efforts with B.C. communities and federal programs; International and domestic trade negotiations and agreements; International strategy and research; Trade and Investment Missions; International marketing; International engagement
Regional Programs and Engagement Branch	Leads the development and delivery of policies, programs and initiatives supporting local, regional and Indigenous economic development and community investment readiness.

DIVISION/BRANCH	TOPIC
Labour Relations	Administration of the <i>Labour Relations Code</i> through the independent quasi-judicial B.C. Labour Relations Board. The Ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> .
Employment Standards	Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving workplace disputes. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the new <i>Temporary Foreign Worker Protection Act</i> .
Workers' Compensation	Administration of the <i>Workers Compensation Act</i> and responsible for WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the <i>Occupational Health and Safety Regulation</i> . The Ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.

Ministry of Mental Health and Addictions

DIVISION/BRANCH	TOPIC
Mental Health and Addictions	Leading the immediate response to the overdose public health emergency, including harm reduction, public awareness, treatment and recovery services and prevention initiatives; Setting strategic direction for provincial mental health and addictions services through research, policy development and evaluation, including in relation to designated facilities under the <i>Mental Health Act</i>

Ministry of Municipal Affairs and Housing

DIVISION/BRANCH	TOPIC
Community and Legislative Services Division	
Community Gaming Grants	Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including; Arts & Culture, Sport, Public Safety, Environment, Human & Social Services and Parent Advisory Councils. Eligible not-for-profit can also apply for Capital Grants through the program.
Community Policy and Legislation	TransLink legislation and governance; Ministry liaison with Auditor General for Local Government; Coordination of Ministry-wide legislation, regulations and board appointments.
Property Assessment Services	Provincial property assessment policy and legislation as it pertains to valuation and classification, including valuation of restricted use properties, redevelopment lands and impacts on business and housing affordability.
Local Government Division	
Governance Structures Governance Services Governance Relations	Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance. Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services. Local government First Nations relations and Crown Grant/Nominal Rent Tenure sponsorships.
Local Government Finance	Local government finance, including: budgeting and financial plans; audited financial statements; unconditional grants; reserve funds; investments and municipal corporations; long-term liabilities; development financing (including Development Cost Charges); user-fees; and taxation (including tax sale).
Infrastructure and Engineering	Asset management, drinking water, wastewater, stormwater, solid waste, green energy and other capital grants, infrastructure planning grants and infrastructure programs (Investing in Canada Infrastructure Program, Clean Water and Wastewater Fund and Small Communities Fund).
Planning and Land Use Management Programs / Negotiations and Corporate Initiatives Local Government Climate Action Dispute Resolution Guidance	Local government planning and land use management framework, including: new legislation related to rental zoning, housing needs reports and TransLink development cost charges; other local planning and land use tools; ministerial approvals of some official community plans; Regional Growth Strategies (RGSs); and Development Approvals Process Review. CleanBC, Climate Action Charter, Climate Action Revenue Incentive Program (CARIP), joint provincial-UBCM Green Communities Committee (GCC), support for local government climate mitigation and adaptation action. Dispute resolution guidance related to Regional District service review/withdrawal, RGS and other intergovernmental disputes.
Local Government Policy, Research and Legislation	Overall responsibility for local government legislation development for <i>Community Charter</i> , <i>Local Government Act</i> , <i>Local Elections Campaign Financing Act</i> and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.

Office of Housing and Construction Standards	
Housing and Policy Branch	Housing policy and program development, including market and non-market housing, supportive housing and homelessness; liaison with BC Housing, which partners with local government, non-profit and private developers to build affordable housing; legislation governing strata properties, as well as actions in the <i>Homes for BC: A 30-Point Plan For Housing Affordability</i> ; BC Housing.
Building and Safety Standards Branch	Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas elevator and energy codes, site specific and jurisdiction specific regulations (e.g., tall wood), safety standards for technical systems (e.g., refrigeration in arenas), homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing), and policy advice relating to the built environment, including climate leadership. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, and National Research Council.
Residential Tenancy Branch	The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.

Ministry of Public Safety and Solicitor General

DIVISION/BRANCH	TOPIC
Policing and Security Branch	Police Services: provides central oversight of all policing and law enforcement in the province by developing and administering policing policy and programs. Ensures the adequate and effective levels of policing throughout the province. Security Programs: administration of the Protection Order Registry, the Criminal Records Review Program, and the regulation of the security industry in B.C.
Community Safety and Crime Prevention Branch	Civil Forfeiture; Victim Services; Violence Against Women and Children; Crime Prevention; and, Combating Trafficking in Persons.
Corrections Branch	Community Corrections: supervision and programs to reduce reoffending for offenders who live outside of correctional centres. Adult Custody: operation of correctional centres.
RoadSafety BC	Operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C.
Emergency Management BC **Meeting requests for the Minister will be held with the Parliamentary Secretary for Emergency Preparedness.	Emergency Management BC (EMBC) is the lead co-ordinating agency in the provincial government for all emergency management activities. The overall purpose of EMBC is to make individuals and communities in B.C. safer. EMBC works with local governments, First Nations, federal departments, industry, non-governmental organizations, and volunteers to support the emergency management phases of mitigation and prevention, preparedness, response, and recovery. Additionally, EMBC engages with provincial, national and international partners to enhance collective emergency preparedness. Also, within EMBC is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention.
Cannabis Legalization and Regulation Secretariat	The Secretariat is responsible for coordinating cannabis policy across the provincial government. Working with partner ministries and external stakeholders, the Secretariat seeks to advance Government's overarching cannabis policy goals, which include: public health and safety, protecting children and youth, reducing crime and the illegal market, addressing cannabis-impaired driving, and supporting economic development.

Ministry of Social Development and Poverty Reduction

DIVISION/BRANCH	TOPIC
Research, Innovation and Policy Division	TogetherBC, British Columbia's first poverty reduction strategy, sets a path to reduce overall poverty in B.C. by 25% and child poverty by 50% by 2024. With investments from across Government, TogetherBC reflects government's commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty and build a better B.C. for everyone. Built on the principles of Affordability, Opportunity, Reconciliation, and Social Inclusion, TogetherBC focuses on six priority action areas:
Service Delivery Division	<ul style="list-style-type: none"> • More affordable housing for more people • Supporting families, children and youth • Expanding access to education and training • More opportunities, more jobs • Improving income supports • Investing in social inclusion <p>Accessibility – Working across government to increase accessibility and decrease barriers for people with disabilities in B.C. Income and Disability Assistance - Income Assistance provides support and shelter payments to help low income singles and families while they are looking for work. Disability assistance provides support and shelter payments to people who are low-income with a severe disability and can't fully support themselves or gain independence. Income and Disability Assistance programs and services are delivered at 47 ministry office locations and 36 partnership Service BC offices around the province. Clients can also access services through the ministry's toll-free phone line or through the online client portal My Self-Serve.</p>
Employment and Labour Market Services Division	How to access employment supports through the Employment Program of BC and the 84 WorkBC Employment Service Centres located throughout the province. How to apply for project based funding under the Community Employer Partnership initiative in order to increase local employment opportunities for British Columbians.

Ministry of Tourism, Arts and Culture

DIVISION/BRANCH	TOPIC
BC Arts Council	Application and peer review adjudication process for programs of the BC Arts Council; responsibility for arts and cultural development in communities through grants to individual artists and organizations; funding for community arts organizations and regional arts organizations; support for Indigenous artists and arts organizations; support for youth and emerging practitioners through scholarships and early career development; support for touring.
Arts and Cultural Development	Research, analysis and policy and program development that aims to enrich communities, provide broad access to and increase participation in the arts and leverage partnerships for impactful and innovative programming in all corners of B.C. Provides oversight of the Royal BC Museum and the modernization project as well as establishing of a Chinese Canadian Museum
Sport	Sport policy issues; programs supporting the delivery of services through provincial sport organizations; sport event hosting.
BC Athletic Commission	Legislation and regulatory oversight of professional boxing and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration. .

Tourism	Policy development and strategic issues management to support BC's tourism sector; manages the Resort Municipality Initiative, Tourism Event Program and Municipal Regional District Tax program (jointly with DestinationBC and Ministry of Finance.) Provides oversight of Destination BC (tourism marketing/development) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism strategy.
Creative Sector	Policy development, research and inter-government relations work in support of B.C.'s creative industries including, film, television, interactive digital media, music, and publishing. Provides oversight of Creative BC and the Knowledge Network.
Multiculturalism	Multiculturalism Community Grant program, Organizing Against Racism and Hate Program, Multicultural Advisory Council, Premier's Chinese Canadian Advisory Council Secretariat.

Ministry of Transportation and Infrastructure

DIVISION/BRANCH	TOPIC
Highway Operations	The Highway Operations Department plans, designs, constructs, operates, rehabilitates and maintains the provincial public highway system. Project manages and delivers hundreds of expansion, rehabilitation and safety improvement projects annually including maintenance contracts, centreline marking contracts and electrical contracts. Oversees and manages privatized road and bridge maintenance. Approves subdivisions in rural areas near provincial highways, issues highway permits for access, utilities and special events and approves zoning near provincial highways.
Highway Services	The Highways Services Department develops province-wide engineering and environmental solutions and implements standards, policies and procedures regarding provincial transportation engineering. Ensures commercial vehicle safety by managing the National Safety Code, the Vehicle Inspection and Standards and enforcement of the Motor Vehicle Act in relation to commercial vehicles.
Major Projects, Infrastructure and Properties Department	The Major Projects, Infrastructure and Properties Department is responsible for all aspects of strategic planning, programming, procurement and major projects delivery within the province including development and management of the provincial 10 year Transportation Investment Plan, management of federal and community cost sharing programs, and the delivery of the major transportation projects throughout the province. Oversees the acquisition, management and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company. The department is also the primary linkage to the Transportation Investment Corporation.
Transportation Policy & Programs Department	The Transportation Policy and Programs Department is responsible for all aspects of strategic transportation policy. This includes air, rail and marine modes, passenger transportation regulations and licensing, inter-governmental relations, cycling and airport grant programs, climate leadership, corporate planning, strategic initiatives and writing services as well as to maintain and optimize the delivery of transit services in participating communities throughout the province. The department also has provincial oversight of the inland and coastal ferry system in British Columbia.

ORGANIZATION	TOPIC
Agricultural Commission Land	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.
Auditor General for Local Government	The office of the Auditor General for Local Government conducts performance audits of local governments in order to provide them with objective information and relevant advice that will assist them in their accountability and the achievement of value for money in their operations. Our work emphasizes a collaborative approach in working with local governments and we would be pleased to meet and discuss areas of risk or concerns and how our office can assist in addressing these issues.
BC Emergency Health Services (BCEHS)	BCEHS governs the emergency medical services system in BC and provides pre-hospital emergency and inter-facility patient transfer services. Under the oversight of BCEHS, BC Ambulance Service (paramedics and emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air) for British Columbians. BCEHS also oversees the BC Patient Transfer Network (BCPTN), which coordinates the transfer of acute and critically ill patients to the appropriate level of care both within and outside of B.C. Members of the BCEHS Executive will be in attendance and look forward to participating in productive and engaging sessions.
BC Housing	BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing. Through the <i>Homeowner Protection Act</i> , BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers and the affordable housing sector.
BC Hydro	Our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do. BC Hydro's Community Relations staff will be present at the Convention and look forward to addressing any questions that you may have related to their operations.
BC Oil and Gas Commission	The BC Oil and Gas Commission regulates oil and gas activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.

Provincial Agencies, Commissions and Corporations Continued...

BC Transit	From small towns to large urban centres outside of Metro Vancouver, BC Transit provides safe, effective, customer focused transportation solutions that connect people and communities to a more sustainable future. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the online meeting request.
Insurance Corporation of British Columbia (ICBC)	ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC), and also sells optional auto insurance in a competitive marketplace. Our insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
Royal Canadian Mounted Police (RCMP)	Various police issues.

Brooks Bay Holdings LTD.
P.O. Box 526
Port Alice B.C. V0N 2N0
Tel: 250-284-6622-Fax: 250-284-6212
brooksbay@cablerocket.com

Village of Port Alice
1061 Marine Dr
Port Alice, BC
V0N 2N0

Re: Temporary Recreational Vehicle Parking Permit

To Mayor & Council,

In an effort to accommodate some overnight tourists in Port Alice we would like to offer space in our shopping centres parking lot. This would be for recreational vehicles only on an as needed basis to help shoulder Port Alice Campgrounds off season and possible overflow.

Please consider this letter as a request for a temporary permit to offer this service.

If you have any questions, please contact Bill at 250-284-1015.

Thank-You,



Bill Feader
Brooks Bay Holdings LTD.

**VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR MAY 2019**

Total Payment of Accounts: \$76,155.87

Wages Payable: \$45,032.83

Total Accounts Payable Listing \$121,188.70

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

Respectfully submitted



Bonnie Danyk
CAO /CFO

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
046071	001	02/05/2019	A-045	ALSCO UNIFORM & LI	LNAN691526 LNAN693769	PW Coveralls PW Coveralls	83.98 83.98		167.96	
046072	001	02/05/2019	A-071	ACE COURIER SERVIC	14250832	Courier charges	38.15		38.15	
046073	001	02/05/2019	C-089	CAMERON, KEVIN	mtg 02119	Mtg Travel Apr 24	141.48		141.48	
046074	001	02/05/2019	C-183	CORAL REFRIGERATIO	354616	Repair of CC heate	1,489.46		1,489.46	
046075	001	02/05/2019	C-196	CAB INDUSTRIAL AUT	744523	Air Compressor & p	449.38		449.38	
046076	001	02/05/2019	D-048	DANYK, BONNIE	MIA 2019	Conference per die	95.00		95.00	
046077	001	02/05/2019	F-005	F.P. FOODS LIMITED	118450 31493 12273 31811 123089 123095	PW Coffee CC Coffee Supplies Arena Kitchen Clea Coffee Supplies PW Coffee Supplies Garbage Bags	14.98 9.49 38.04 2.59 8.68 72.71		146.49	
046078	001	02/05/2019	H-100	HOLLY ALDIS	Feb 2019	Newly Elected Conf	472.04		472.04	
046079	001	02/05/2019	I-075	Island Instrumenta	1269 1268	Installation of ne Calibate meter at	1,797.89 504.00		2,301.89	
046080	001	02/05/2019	I-101	INNOV8 DIGITAL SOL	IN170268	Copy charges	226.25		226.25	
046081	001	02/05/2019	K-022	KAL TIRE	071109718	FD Truck Tire	314.24		314.24	
046082	001	02/05/2019	M-004	MEDICAL SERVICES P	May 2019	MSP May 2019	562.50		562.50	
046083	001	02/05/2019	M-138	MCCORMICK, KATHY	April 2019	April Janitorial	600.00		600.00	
046084	001	02/05/2019	N-071	NORTH ISLAND TRACT	62688N	Oil seal and fluid	62.69		62.69	
046085	001	02/05/2019	N-072	NORTH ISLAND WASTE	April 2019	April Garbage Coll	7,000.36		7,000.36	
046086	001	02/05/2019	P-101	PORT ALICE PETROLE	4295	PW & FD Fuel	1,292.94		1,292.94	
046087	001	02/05/2019	R-003	REGIONAL DISTRICT	1075	Effluent Disposal	4,586.40		4,586.40	
046088	001	02/05/2019	R-071	RETHMEIER, DON	1527-2019	Check valve spring	20.85		20.85	
046089	001	02/05/2019	T-012	THE HOBBY NOOK	7920	Emer Coor Fleece	78.61		78.61	
046090	001	02/05/2019	T-195	TEX ELECTRIC LTD	1456	Calibrate flow met	299.25		299.25	
046091	001	02/05/2019	W-345	WALLPEPPER DESIGNS	6817	Transfer Station a	863.96		863.96	
046092	001	16/05/2019	S-018	SCOTIABANK	FD Chief Dues DCGG570B Dog Tags 2020 April 2019 In 468595 Blades 259494 481229 08042019 30260601 Telus Mar19	Fire Chief Assoc D PW Grease Gun 2020 Dog Tags April Webhosting PH Airport Parking PW Blades RCAF Flags Taxi to MIA Confer MIA Conference Mea Postage March Cell charges	246.00 191.00 84.53 19.04 12.00 245.24 161.07 47.25 37.48 378.00 355.94		1,777.55	
046093	001	16/05/2019	B-003	BC HYDRO	400003135551 111011115933	March\April Hydro Sewer Hydro	3,518.44 32.59		3,551.03	
046094	001	17/05/2019	G-048	GLENN JOHNSON	April 2019	April Honorarium &	1,575.92		1,575.92	
046100	001	22/05/2019	C-010	CAN.UNION OF PUBLI	April 2019 du	April Remittance	642.75		642.75	
046099	001	22/05/2019	B-127	B. SKUSE HYDROSEED	051719	Hydroseeding at Ma	708.75		708.75	
046098	001	22/05/2019	B-061	BROOKS BAY CABLE C	Apr May 2019	April & May Intern	739.20		739.20	
32046097	001	22/05/2019	A-123	ACE HARDWARE - POR	202211	Grass Seed, Shop s	301.69		301.69	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
046096	001	22/05/2019	A-045	ALSCO UNIFORM & LI	Inan696086	PW Coveralls	158.94		158.94	
046095	001	22/05/2019	0-345	ORACH ENTERPRISES	2886	dec port-a-potty r	633.15		10,303.70	
					2872	Dec Sludge Removal	2,318.02			
					2877	Dec service to sep	559.50			
					3024	April Port-a-Potty	633.15			
					3011	Sludge Removal Apr	2,957.48			
					2757	Sept Port-a-potty	964.32			
					2737	Sept sludge remova	2,238.08			
046101	001	22/05/2019	C-199	CHAN NOWOSAD BOATE	60368	2018 Year end Audi	18,060.00		18,060.00	
046102	001	22/05/2019	D-003	DISTRICT OF PORT H	9647	Street Sweeping	2,037.00		2,037.00	
046103	001	22/05/2019	F-004	FOX'S DISPOSAL SER	24447	April bin rental a	434.53		434.53	
046104	001	22/05/2019	G-024	GUILLEVIN INTERNAT	0428-526075	FD Foam	967.68		967.68	
046105	001	22/05/2019	I-004	ISLAND BUSINESS PR	169685	2019 Tax Notices	733.60		733.60	
046106	001	22/05/2019	I-101	INNOV8 DIGITAL SOL	IN166015	Copy Charges	98.22		98.22	
046107	001	22/05/2019	J-047	JE ANDERSON & ASSO	36610	Marina Engineering	276.45		276.45	
046108	001	22/05/2019	K-041	KEVIN MCINTYRE ENT	89848	Sea Vac & Office w	180.00		180.00	
046109	001	22/05/2019	K-051	KONECRANES CANADA	191703324	Engineered Drawing	616.00		616.00	
046110	001	22/05/2019	L-038	LLOYD, BRUCE	Mtg	Loss of wages	211.30		211.30	
046111	001	22/05/2019	L-080	LIDSTONE & COMPANY	21659	Legal Fees - Janua	508.01		4,035.93	
					22584	Legal Fees	569.30			
					22585	Legal Fees	1,094.53			
					23259	Legal Fees	1,096.32			
					23260	Legal Fees	767.77			
046112	001	22/05/2019	M-001	MACANDALES	283540	Spark Plugs	8.87		8.87	
046113	001	22/05/2019	M-011	MINISTER OF FINANC	94340644	Courier Services	178.95		178.95	
046114	001	22/05/2019	M-069	MCELHANNEY CONSULT	2221110229	STP Upgrade Engine	5,961.90		5,961.90	
046115	001	22/05/2019	M-153	MAXXAM ANALYTICS	VA1233659	Waste Water Sample	104.48		104.48	
046116	001	22/05/2019	P-089	PRAXAIR DISTRIBUTI	89077673	Monthly Cylinder r	72.82		72.82	
046117	001	22/05/2019	P-090	PORT ALICE GAS INC	CC Apr 2019 Arena Apr 19	April CC Propane Arena Propane Apri	508.96 24.95		533.91	
046118	001	22/05/2019	P-172	PORT ALICE PHOTOGR	101	Prints	60.00		60.00	
046119	001	22/05/2019	P-182	PROSPERITY FUELS I	653	Hydraulic Oil	189.67		189.67	
046120	001	22/05/2019	Q-002	QUICKSCRIBE SERVIC	65556	BC Fire Leg updati	59.85		59.85	
046121	001	22/05/2019	S-008	SHOP-RITE	349527	Rust Spray	10.46		10.46	
046122	001	22/05/2019	S-151	SEA TO SKY NETWORK	14698	Monthly Hosted Bac	44.80		44.80	
046123	001	22/05/2019	T-059	TWOFORONE CONSULTI	10726	Repair of FD Radio	252.02		252.02	
046124	001	22/05/2019	V-015	VAN ISLAND FIRE FI	2019 Dues	Annual Dues	58.00		58.00	
Total:							76,155.87	0.00	76,155.87	

SUMMARY OF REVENUE & EXPENSES FOR MAY 2019

Attached is the detailed report of Revenue and Expenditures for May 2019. 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:

Fund	Revenues	Expenditures	Total
General	\$ (96,935.35)	\$ 595,858.22	\$ 498,922.87
Water	\$ (21,724.80)	\$ 43,798.10	\$ 22,073.30
Sewer	\$ (50,590.20)	\$ 120,140.95	\$ 69,550.75
(Surplus)/deficit	\$ (169,250.35)	\$ 759,797.27	\$ 590,546.92

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 200,000.00	\$ 81,075.16	41%
[b]	P.W. General	112 120 0101	\$ 209,500.00	\$ 106,782.86	
	P.W. Transfer Stn	112 130 0101	\$ 35,000.00	\$ 9,664.21	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ 225.00	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 4,374.81	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 5,508.58	
	P.W. Sewer T.P.	312 120 0101	\$ 30,000.00	\$ 8,628.77	
	P.W. Sewer Dist.	312 120 0102	\$ 10,000.00	\$ 1,639.79	
	Sub Total		\$ 337,000.00	\$ 136,824.02	41%
[c]	Recreation	112 160 0101	\$ 77,000.00	\$ 25,728.32	33%
[d]	Arena	112 170 0101	\$ 15,000.00	\$ 21,777.30	145%
[e]	Com. Centre	112 180 0101	\$ 21,500.00	\$ 8,092.94	38%

Respectfully submitted


 Bonnie Danyk, CAO / CFO

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2019
To 31/05/2019

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
REAL PROPERTY TAXES					
1110000100	GENERAL TAXATION	0.00	0.00	853,700.00-	853,700.00-
1110000101	UTILITY TAX	0.00	0.00	19,000.00-	19,000.00-
1110000102	GRANT-IN-PLACE OF TAXES	0.00	0.00	4,000.00-	4,000.00-
	TOTAL REAL PROPERTY TAXES	0.00	0.00	876,700.00-	876,700.00-
SALES OF SERVICE & GOODS					
1111000100	GARBAGE RATES & PENALTIES	433.42	27,708.42-	74,200.00-	46,491.58-
1111000102	GARBAGE RATES SENIORS DISCOUNT	0.00	0.00	700.00	700.00
1111000103	CEMETERY REVENUE	0.00	1,300.00-	0.00	1,300.00
	TOTAL SALES OF SERVICE & GOODS:	433.42	29,008.42-	73,500.00-	44,491.58-
RECREATION SUPPLIES & SERVICES					
1111000210	RUMBLE SHEET REVENUE	0.00	396.00-	2,000.00-	1,604.00-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	699.00-	4,749.00-	5,000.00-	251.00-
1111000214	REC. DEPT. - RESALE MERCHANDISE	0.00	44.50-	0.00	44.50
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	106.45-	280.12-	1,000.00-	719.88-
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	45.75-	108.75-	4,500.00-	4,391.25-
1111000220	TOURISM REVENUE	5.00-	5.00-	0.00	5.00
	TOTAL RECREATION SUPPLIES & SERVICE	856.20-	5,583.37-	12,500.00-	6,916.63-
RECREATION FACILITIES RENTAL REVENUE					
1111000310	ARENA REVENUE	0.00	12,000.00-	12,000.00-	0.00
1111000320	COMMUNITY CENTRE REVENUE	2,125.00-	6,803.00-	13,500.00-	6,697.00-
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	500.00-	500.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	2,125.00-	18,803.00-	26,000.00-	7,197.00-
OTHER REVENUE FROM OWN SOURCES					
LICENCES & PERMITS					
1111100105	CANS AND BOTTLES REVENUE	841.92-	841.92-	500.00-	341.92
1111100110	BUSINESS LICENCE FEE REVENUE	130.00-	5,070.00-	5,000.00-	70.00
1111100120	DOG LICENCES/FINES	15.00-	617.50-	700.00-	82.50-
1111100130	PERMITS:BUILDING/BURNING	616.00-	661.00-	1,500.00-	839.00-
	TOTAL LICENCES & PERMITS	1,602.92-	7,190.42-	7,700.00-	509.58-
OTHER REVENUE					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100230	INTEREST M.F.A. INVESTMENTS	0.00	6,908.52-	35,000.00-	28,091.48-
1111100231	BANK BALANCE INTEREST	0.00	1,741.98-	0.00	1,741.98
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	0.00	9,629.83-	0.00	9,629.83
1111100240	TAX PENALTIES	0.00	0.00	4,500.00-	4,500.00-
1111100241	TAX ARREARS INTEREST	125.57-	271.29-	4,500.00-	4,228.71-
1111100243	TAX CERTIFICATES - Com.Charter - Sec	160.00-	324.25-	500.00-	175.75-
1111100244	M.I.A. -2011 DIVIDENDS & RISK MANAGEM	0.00	1,083.00-	1,000.00-	83.00
1111100246	RECYCLING REVENUE	679.90	506.41-	10,000.00-	9,493.59-
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	300.00-	300.00-
1111100250	MISCELL. REVENUE	300.00-	8,762.18-	500.00-	8,262.18
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	63.75-	120.00-	1,000.00-	880.00-
1111100255	RUMBLE BEACH MARINA PARKING FEES	1,161.80-	3,521.23-	10,000.00-	6,478.77-
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	98.20	2,982.32-	3,000.00-	17.68-
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	156.25-	499.13-	1,500.00-	1,000.87-
	TOTAL OTHER REVENUE	1,189.27-	36,350.14-	74,300.00-	37,949.86-
TRANSFER FROM OTHER GOVERNMENTS					
PROVINCIAL GOVERNMENT & OTHER GRANTS					
1111200110	SMALL COMMUNITY GRANT	0.00	0.00	310,000.00-	310,000.00-
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-
1111200125	NEW DEAL - GAS REVENUE	0.00	0.00	86,000.00-	86,000.00-
	TOTAL PROVINCIAL GRANTS	0.00	0.00	400,500.00-	400,500.00-
FEDERAL GOVERNMENT					
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-
TRANSFER FROM SURPLUS & TEMP. BORROWING					
11300012	APPROPRIATION FROM CAPITAL SURPLUS (0.00	0.00	40,000.00-	40,000.00-

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2019
To 31/05/2019

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1111300013	APPROP.FROM GAS TAX RESERVE	0.00	0.00	30,000.00-	30,000.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	0.00	0.00	70,000.00-	70,000.00-
	GRAND TOTAL GENERAL FUND REVENUE :	5,339.97-	96,935.35-	1,542,700.00-	1,445,764.65-
	GRAND TOTAL GENERAL FUND REVENUE:	5,339.97-	96,935.35-	1,542,700.00-	1,445,764.65-

EXPENDITURES

GENERAL GOVERNMENT

ADMINISTRATION

1120000100	COUNCIL INDEMNITY	2,955.66	16,748.73	45,000.00	28,251.27
1120000101	OFFICE STAFF SALARIES & BENEFITS	13,599.70	81,075.16	200,000.00	118,924.84
1120000102	OFFICE STAFF MEDICAL REFERRAL	0.00	0.00	1,000.00	1,000.00
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	17,200.00	17,200.00	18,000.00	800.00
1120000107	PROFESSIONAL DEVELOPMENT	191.73	527.00	5,000.00	4,473.00
1120000109	CONTRACTOR FEES	80.25	331.70	0.00	331.70-
	TOTAL ADMINISTRATION	34,027.34	115,882.59	274,500.00	158,617.41

OTHER EXPENSES

1120000201	OFFICE INSURANCE	0.00	2,043.37	5,000.00	2,956.63
1120000202	OFFICE TELEPHONE/FAX	0.00	892.96	4,500.00	3,607.04
1120000203	OFFICE HYDRO	657.63	1,300.99	3,000.00	1,699.01
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	182.59	933.99	3,500.00	2,566.01
1120000205	OFFICE JANITORIAL CONTRACT	480.00	2,280.00	7,200.00	4,920.00
1120000206	LEGAL FEES	3,856.03	8,155.18	20,000.00	11,844.82
1120000207	IT EXPENSES	296.39	10,165.61	14,500.00	4,334.39
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	2,000.00	2,000.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	0.00	1,559.00	2,000.00	441.00
1120000301	OFFICE POSTAGE	360.00	360.00	2,000.00	1,640.00
1120000302	OFFICE COURIER/FREIGHT CHARGES	0.00	0.00	100.00	100.00
1120000303	OFFICE STATIONERY	0.00	355.85	3,000.00	2,644.15
1120000304	COMPUTER FORMS & SUPPLIES	700.85	1,294.89	700.00	594.89-
1120000305	XEROX LEASE/ADVERTISING	0.00	353.00	5,000.00	4,647.00
1120000306	OFFICE ALARM MONITORING	0.00	263.45	300.00	36.55
1120000308	CANON LEASE	0.00	0.00	3,000.00	3,000.00
1120000309	CANON LEASE PAYMENTS	309.98	1,296.38	0.00	1,296.38-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	824.82	7,380.05	20,000.00	12,619.95
1120000402	TOURISM	0.00	1,699.00	15,000.00	13,301.00
1120000403	HERITAGE	220.00	420.00	1,500.00	1,080.00
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	213.40	213.40	500.00	286.60
1120000407	MISCELLANEOUS	10.65	4,276.29	500.00	3,776.29-
1120000408	WOOD STOVE EXCHANGE PROGRAM	0.00	250.00	0.00	250.00-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	0.00	0.00	200.00	200.00
1120000415	BAD DEBT - UNCOLLECTABLE REVENUE	0.00	0.00	1,000.00	1,000.00
1120000418	VTN PILOT PROJECT	0.00	0.00	10,000.00	10,000.00
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	0.00	659.51	1,500.00	840.49
	TOTAL OTHER EXPENSES	8,112.34	46,152.92	126,500.00	80,347.08
	TOTAL GENERAL GOVERNMENT	42,139.68	162,035.51	401,000.00	238,964.49

PROTECTIVE SERVICES

FIRE DEPARTMENT

1121000101	FIRE FIGHTERS MEMBERS PAY	0.00	2,676.95	9,500.00	6,823.05
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	0.00	500.00	500.00
1121000104	FIRE DEPT TRAINING	0.00	358.96	13,000.00	12,641.04
1121000201	FIRE DEPT INSURANCE	0.00	6,038.55	7,000.00	961.45
1121000202	FIRE HALL PHONE	0.00	221.50	1,000.00	778.50
1121000204	FIRE HALL HEAT & LIGHT	0.00	2,261.55	5,000.00	2,738.45
1121000205	FIRE HALL MAINT. & FURNISHINGS	0.00	0.00	3,000.00	3,000.00
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	749.45	2,469.47	6,000.00	3,530.53
1121000207	FIRE DEPT OPERATING SUPPLIES	1,211.78	2,573.10	19,000.00	16,426.90
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	361.00	658.50	1,000.00	341.50
1121000211	FIRE DEPT PROMO	0.00	0.00	4,000.00	4,000.00
	TOTAL FIRE DEPARTMENT EXPENDITURES	2,322.23	17,258.58	69,000.00	51,741.42

MUNICIPAL EMERGENCY PROGRAM

1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	310.60	1,270.40	3,000.00	1,729.60
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For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2019
To 31/05/2019

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121100102	EMERGENCY PROGRAM SUPPLIES	75.10	249.10	500.00	250.90
1121100104	EMERGENCY PROGRAM TRAINING	1,265.32	1,265.32	2,500.00	1,234.68
1121100202	EMERGENCY TELEPHONE	0.00	221.38	1,000.00	778.62
1121100204	M.E.P. EMERGENCY PROGRAM: - ESS TRAI	0.00	0.00	500.00	500.00
1121100205	M.E.P. EMERGENCY PROGRAM: ESS SUPPLI	0.00	0.00	500.00	500.00
	TOTAL MUNICIPAL EMER. PRO. EXP.:	<u>1,651.02</u>	<u>3,006.20</u>	<u>8,000.00</u>	<u>4,993.80</u>
	TOTAL PROTECTIVE SERVICES :	3,973.25	20,264.78	77,000.00	56,735.22
TRANSPORTATION SERVICES					
PUBLIC WORKS DEPARTMENT					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	14,504.22	106,782.86	209,500.00	102,717.14
1121200102	PUBLIC WORKS MEDICAL REFERRAL	0.00	175.00	2,000.00	1,825.00
1121200103	P.W. COVERALLS & WORKBOOTS	312.30	1,304.18	2,500.00	1,195.82
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	0.00	780.00	4,500.00	3,720.00
	TOTAL PUBLIC WORKS WAGES & BENEFITS :	14,816.52	109,042.04	218,500.00	109,457.96
P.W. YARD & STORES					
1121200201	P.W. INSURANCE	0.00	6,561.30	6,600.00	38.70
1121200202	P.W. YARD & STORES - PHONE	69.55	524.95	1,800.00	1,275.05
1121200203	P.W. YARD & STORES - HYDRO	0.00	2,919.60	7,400.00	4,480.40
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	632.60	2,886.57	6,000.00	3,113.43
1121200205	P.W. MAINTENANCE WORKSHOP	0.00	0.00	1,500.00	1,500.00
1121200206	DOG CONTROL SUPPLIES	80.76	80.76	200.00	119.24
	TOTAL P.W. YARD & STORES :	782.91	12,973.18	23,500.00	10,526.82
REPAIRS, MAINTENANCE, RENTALS & TOOLS					
1121200301	DITCHES, DRAINS AND STORMSEWERS	0.00	0.00	5,000.00	5,000.00
1121200302	P.W. EQUIPMENT REPAIR & MAINT	1,550.81	11,377.00	35,000.00	23,623.00
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	1,000.00	1,000.00
1121200306	PARKS - MAINTENANCE	513.69	839.17	8,000.00	7,160.83
1121200307	DOCK & BOAT LAUNCH EXPENSES	167.10	10,888.26	20,000.00	9,111.74
1121200308	P.W. SMALL TOOLS/EQUIPMENT	182.47	280.63	3,000.00	2,719.37
1121200309	PORTA POTTI RENTALS	6,607.19	8,421.67	6,000.00	2,421.67
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS :	9,021.26	31,806.73	78,000.00	46,193.27
ROADS, STREETS, HIGHWAY & SIDEWALKS					
1121200401	ROADS, STREETS AND LANES	1,940.00	2,342.45	5,000.00	2,657.55
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	0.00	14,673.20	10,000.00	4,673.20
1121200405	STREET LIGHTS - HYDRO	1,342.84	6,389.39	17,500.00	11,110.61
1121200406	STREET LIGHTS - MAINTENANCE	0.00	718.70	1,500.00	781.30
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., HWY, & SIDEWALKS :	3,282.84	24,123.74	57,000.00	32,876.26
	TOTAL PUBLIC WORKS DEPARTMENT :	27,903.53	177,945.69	377,000.00	199,054.31
ENVIRONMENTAL HEALTH SERVICES					
1121300101	TRANSFER STATION WAGES	2,013.20	9,664.21	35,000.00	25,335.79
1121300103	TRANSFER STATION OPERATING	969.16	4,499.34	10,000.00	5,500.66
1121300104	RECYCLING DEPOT CONTRACT	0.00	0.00	24,000.00	24,000.00
1121300105	GARBAGE COLLECTION CONTRACT	<u>6,667.01</u>	<u>26,026.02</u>	<u>80,000.00</u>	<u>53,973.98</u>
	TOTAL ENVIRONMENTAL HEALTH SERVICES :	9,649.37	40,189.57	149,000.00	108,810.43
PUBLIC HEALTH & WELFARE					
1121400101	CEMETERY WAGES	0.00	225.00	1,500.00	1,275.00
1121400102	CEMETERY SUPPLIES & MAINTENANCE	0.00	0.00	500.00	500.00
1121400201	BUILDING INSPECTION	0.00	0.00	<u>1,500.00</u>	<u>1,500.00</u>
	TOTAL PUBLIC HEALTH & WELFARE :	0.00	225.00	3,500.00	3,275.00
ENVIRONMENTAL DEVELOPMENT					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	3,052.81	4,374.81	30,000.00	25,625.19
1121500102	BOULEVARD MAINTENANCE	0.00	603.69	10,000.00	9,396.31
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 :	3,052.81	4,978.50	60,500.00	55,521.50

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2019
To 31/05/2019

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
	TOTAL ENVIRONMENTAL SERVICES	12,702.18	45,393.07	213,000.00	167,606.93
RECREATION SERVICES					
RECREATION DEPARTMENT					
1121600101	RECREATION DEPARTMENT WAGES & BENEFITS	6,241.21	25,728.32	77,000.00	51,271.68
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	6,241.21	25,728.32	78,000.00	52,271.68
RECREATION PROGRAMS					
1121600302	RECREATION PROGRAMS AND SUPPLIES	9.49	1,467.71	5,000.00	3,532.29
1121600305	STAFF SWEAT/ T SHIRT EXPENSE	0.00	0.00	500.00	500.00
1121600306	C.C. COMPUTER LAB	235.40	532.59	4,000.00	3,467.41
1121600308	MISC. MERCHANDISE	0.00	0.00	1,500.00	1,500.00
	TOTAL RECREATION DEPARTMENT PROGRAMS	244.89	2,000.30	11,000.00	8,999.70
OTHER RECREATION SERVICES					
1121600402	AID TO PUBLIC HOLIDAYS	0.00	0.00	5,000.00	5,000.00
1121600403	LIBRARY REQUISITION	0.00	18,458.00	37,000.00	18,542.00
	TOTAL OTHER RECREATION DEPT. SERVICES	0.00	18,458.00	42,000.00	23,542.00
	TOTAL RECREATION DEPARTMENT SERVICES	6,486.10	46,186.62	131,000.00	84,813.38
ARENA					
1121700101	ARENA WAGES & BENEFITS	0.00	21,777.30	15,000.00	6,777.30
1121700106	ARENA ALARM MONITORING	0.00	263.45	300.00	36.55
1121700201	ARENA INSURANCE	0.00	15,984.09	16,000.00	15.91
1121700202	ARENA TELEPHONE	0.00	223.14	700.00	476.86
1121700203	ARENA HYDRO & PROPANE	1,112.23	7,801.53	20,000.00	12,198.47
1121700204	ARENA BUILDING OPERATION & MAINTENANCE	36.34	11,519.24	5,000.00	6,519.24
1121700205	ARENA MACHINERY & EQUIPMENT	0.00	0.00	5,000.00	5,000.00
	TOTAL ARENA EXPENDITURES	1,148.57	57,568.75	62,000.00	4,431.25
	TOTAL ARENA EXPENSES	1,148.57	57,568.75	62,000.00	4,431.25
COMMUNITY CENTRE					
1121800101	JANITOR SALARIES & BENEFITS	287.99	8,092.94	21,500.00	13,407.06
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	250.00	250.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	390.00	250.00	140.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	0.00	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	0.00	7,247.52	7,500.00	252.48
1121800202	COMMUNITY CENTRE TELEPHONE	0.00	221.50	800.00	578.50
1121800203	COMMUNITY CENTRE HEAT & LIGHT	484.81	7,912.59	18,000.00	10,087.41
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	1,418.53	4,137.25	14,300.00	10,162.75
	TOTAL COMMUNITY CENTER EXPENDITURES	2,191.33	28,265.25	63,000.00	34,734.75
	TOTAL COMMUNITY CENTRE EXPENSES	2,191.33	28,265.25	63,000.00	34,734.75
SEA VIEW ACTIVITY CENTER					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	0.00	1,775.30	1,800.00	24.70
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	0.00	221.44	1,000.00	778.56
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	0.00	695.00	4,000.00	3,305.00
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	0.00	2,691.74	6,800.00	4,108.26
DEBT CHARGES					
BANK CHARGES					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	0.00	9,750.00	33,900.00	24,150.00
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	0.00	454.00	0.00	454.00
1122100103	BANK CHARGES	0.00	978.26	5,000.00	4,021.74
	TOTAL DEBT CHARGES	0.00	11,182.26	38,900.00	27,717.74
	TOTAL FISCAL SERVICES & DEBT CHARGES	0.00	11,182.26	38,900.00	27,717.74
LAND & OFFICE EQUIPMENT					
1122300101	OFFICE CAP.: SERVER/UPGRADE SOFTWARE-	0.00	0.00	16,000.00	16,000.00
1122300104	GENERAL CAP.: GAS TAX EXPENDITURES	0.00	0.00	86,000.00	86,000.00
1122300106	GENERAL CAP.: RURAL DIVIDEND GRANT PR	938.29	37,611.70	0.00	37,611.70
1122300109	ESS EQUIPMENT	0.00	1,668.65	0.00	1,668.65
1122300110	EOC EQUIPMENT	0.00	5,044.20	0.00	5,044.20
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	938.29	44,324.55	102,000.00	57,675.45
PUBLIC WORKS					

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/05/2019
To 31/05/2019

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1122300407	P.W. CAP.:SALT SHED	0.00	0.00	8,500.00	8,500.00
1122300416	MOWER WITH SWEEPER ATTACHMENT	0.00	0.00	40,000.00	40,000.00
1122300417	PICNIC TABLES	0.00	0.00	2,500.00	2,500.00
1122300418	REPLACE STREETLIGHTS	0.00	0.00	20,000.00	20,000.00
	TOTAL PUBLIC WORKS CAP. EXPENDITURES	0.00	0.00	71,000.00	71,000.00
	TOTAL CAPITAL EXPENDITURES	938.29	44,324.55	173,000.00	128,675.45
	GRAND TOTAL GENERAL FUND EXPENDITURES	97,482.93	595,858.22	1,542,700.00	946,841.78
TRANSMISSION OF TAXES					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	0.00	32,946.68	0.00	32,946.68
	TOTAL TRANSMISSION OF TAXES	0.00	32,946.68	0.00	32,946.68
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	97,482.93	628,804.90	1,542,700.00	913,895.10
WATER REVENUE FUND					
REVENUE					
2110000101	WATER RATES REVENUE	0.00	21,724.80	60,000.00	38,275.20
2110000102	WATER RATES PENALTIES	0.00	0.00	1,000.00	1,000.00
	TOTAL WATER RATES REVENUE	0.00	21,724.80	61,000.00	39,275.20
TOTAL					
TRANSFERS					
2111200102	APPROPRIATION FROM SURPLUS (2004)	0.00	0.00	160,020.00	160,020.00
2111200105	FEDERAL GRANT: WATER RESERVOIR	0.00	147,433.49	439,980.00	292,546.51
	TOTAL WATER TRANSFERS	0.00	147,433.49	600,000.00	452,566.51
	GRAND TOTAL WATER REVENUE	0.00	169,158.29	661,000.00	491,841.71
WATER FUND EXPENDITURE					
2121200101	WATER EQUIP. MAINT. WAGES	751.23	5,508.58	20,000.00	14,491.42
2121200201	INSURANCE - WATER SYSTEM	0.00	3,194.45	3,000.00	194.45
2121200301	WATER EQUIP. REPAIR/MAINT.	254.32	8,222.95	30,000.00	21,777.05
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	8,000.00	8,000.00
	TOTAL WATER MAINTENANCE EXPENDITURES	1,005.55	16,925.98	61,000.00	44,074.02
FUNDS TRANSFERS					
2122300103	CAP.WATER:1201-1251 Marine Dr. 617/0	0.00	0.00	600,000.00	600,000.00
2122300104	SCADA SYSTEM	0.00	26,872.12	0.00	26,872.12
	TOTAL DEBT CHARGES & CAPITAL EXPEND.	0.00	26,872.12	600,000.00	573,127.88
	TOTAL WATER FUND EXPENDITURES	1,005.55	43,798.10	661,000.00	617,201.90
	TOTAL	1,005.55	43,798.10	661,000.00	617,201.90
SEWER REVENUE					
3110000101	SEWER RATES REVENUE	0.00	50,590.20	140,000.00	89,409.80
3110000103	SEWER RATES PENALTIES	0.00	0.00	2,000.00	2,000.00
3110000104	INFRASTRUCTURE PLANNING GRANT	0.00	0.00	10,000.00	10,000.00
3110000107	TRANSFER FROM GAS TAX	0.00	0.00	300,000.00	300,000.00
3110000120	APPROPRIATION FROM SURPLUS	0.00	0.00	5,000.00	5,000.00
	TOTAL SEWER REVENUE	0.00	50,590.20	457,000.00	406,409.80
	GRAND TOTAL SEWER FUND REVENUE	0.00	50,590.20	457,000.00	406,409.80
EXPENDITURES					
3121200101	SEWER TREATMENT PLANT WAGES	1,499.30	8,628.77	30,000.00	21,371.23
3121200102	SEWER DIST. SYSTEM WAGES	335.64	1,639.79	10,000.00	8,360.21
3121200201	SEWER INSURANCE	0.00	6,535.51	6,500.00	35.51
3121200202	SEWER PLANT TELEPHONE EXPENSE	0.00	476.16	800.00	323.84
3121200203	SEWER HYDRO	132.21	6,753.35	20,000.00	13,246.65
3121200204	SEWER SUPPLIES & MAINTENANCE	2,502.70	14,638.07	20,000.00	5,361.93
3121200205	SLUDGE DISPOSAL	7,912.37	28,230.67	50,000.00	21,769.33
3121200206	WASTE MANAGEMENT PERMIT FEES	0.00	740.87	600.00	140.87
	TOTAL SEWER OPERATING EXPENSE	12,382.22	67,643.19	137,900.00	70,256.81
CAPITAL EXPENDITURES FROM REVENUE					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	4,100.00	4,100.00
3122300106	SEW CAP.:PLANT RETROFIT	6,266.50	50,176.16	300,000.00	249,823.84
3122300108	SCADA SYSTEM	0.00	2,321.60	0.00	2,321.60
3122300109	SEWER SYSTEM STUDY	0.00	0.00	15,000.00	15,000.00
	TOTAL CAP. EXPEND. FROM SEWER REVENUE	6,266.50	52,497.76	319,100.00	266,602.24
	TOTAL:	19,654.27	55,809.44	0.00	55,809.44
	REPORT TOTALS:	111,797.23	476,060.11	0.00	476,060.11

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: CAO / CFO
Date: June 17, 2019
Subject: Gas Tax

In April of 2019 the Government of Canada announced a one-time doubling of the gas tax funding for 2019. The amount of the extra Gas Tax for the Village of Port Alice is \$ 90,695.

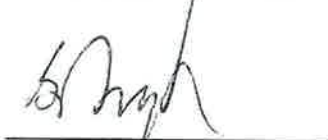
There are restrictions on what Gas tax funds can be used for. Some of the eligible categories include water, wastewater, solid waste and infrastructure. One of the categories is capacity building which can include Community Plans.

The Village of Port Alice Official Community Plan was adopted in 2010. The Province recommends that OCPs be updated every five years. Some of the sections of the OCP have been problematic over the years and should be updated and / or changed. Also when the OCP was adopted the Zoning Bylaw was not updated. This has resulted in a conflict between the two bylaws.

In addition the demographics of the Village have changed significantly over the past four years which has made a lot of the policies in the OCP redundant.

RECOMMENDATION: THAT the Village of Port Alice use a portion of the additional Gas Tax funding to hire a consultant to update the Official Community Plan and rewrite the Zoning Bylaw.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Danyk", is written over a horizontal line.

Bonnie Danyk
CAO / CFO



Update on Double Gas Tax Transfer

Apr. 3, 2019

The Government of Canada announced a one-time doubling of Gas Tax transfer nationally as part of the 2019 federal Budget. The \$2.2 billion transfer will result in a one-time payment of \$278.6 million for British Columbia to support local government infrastructure and capacity building priorities.

Local governments in British Columbia will see a bonus payment of Community Works funds (~\$109 million) that will effectively double the 2018 allocation. Portions of this one time transfer will also be allocated to the Greater Vancouver Regional Fund (~\$138 million) and the Strategic Priorities Fund (~\$ 30.7 million) as per the federal Gas Tax program delivery model.

Although a transfer schedule has not been confirmed by Canada, it is expected that the first payment will align with the next scheduled Community Works Fund payment in July 2019.

The 2019-23 Gas Tax Community Works Fund allocation schedule, including the bonus payment, is now available on our program page.

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Brownfield Redevelopment	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly-owned social housing.	<ul style="list-style-type: none"> • New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement • New construction of municipal use public parks and affordable housing
Asset Management	Increase local government capacity to undertake asset management planning practices.	<ul style="list-style-type: none"> • Asset Management Practices Assessment • Current State of Assets Assessment • Asset Management Policy • Asset Management Strategy • Asset Management Plan • Long-Term Financial Plan • Asset Management Practices Implementation Plan • Asset Management Plan Annual Report
Integrated Community Sustainability Plans	Increase local government capacity to undertake integrated community sustainability plans	<ul style="list-style-type: none"> • Integrated community sustainability plans • Regional growth strategies • Community development plans • Community plans
Long-term Infrastructure Plans		<ul style="list-style-type: none"> • Transportation plans • Infrastructure development plans • Liquid waste management plans • Solid waste management plans • Long-term cross-modal transportation plans • Water conservation/demand management plans • Drought management contingency plans • Air quality plans • GHG reduction plans • Energy conservation plans

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: CAO / CFO
Date: June 17, 2019
Subject: By-Election

Due to the resignation of Councillor Warren Beatty, the Village of Port Alice will have to have a By-election. Council will need to appoint a Chief Election Officer and a Deputy Chief Election Officer. As per the legislation regarding election dates the earliest date for the By-election is September 14, 2019.

By-election

		Days
Election Bylaw Adoption for By-election	Monday, June 17, 2019	=>6 weeks Nom. Start
Appointment of CEO	Wednesday, June 26, 2019	=<80 before VD
Notice of Nomination -start	Sunday, June 30, 2019	=<30 before Nom.
Notice of Nomination -end	Wednesday, July 24, 2019	Period =>6 before Nom. Period
Nomination period -start	Tuesday, July 30, 2019	>46 before VD
Nomination period - end	Friday, August 09, 2019	>36 before VD
By-election Notice - start	Thursday, August 15, 2019	=<30 before VD
By-election Notice - end	Sunday, September 08, 2019	>6 before VD
Required Advance Vote	Wednesday, September 04, 2019	=10 days before VD
2nd Advance Vote (by bylaw)		=?? days
Voting Day - must be a Saturday	Saturday, September 14, 2019	

RECOMMENDATION: THAT Council chose September 14, 2019 as the By-election Voting Day and FURTHER THAT the Bonnie Danyk be appointed as the Chief Election Officer and Tanya Spafford be appointed as the Deputy Chief Election Officer.

Respectfully submitted,



Bonnie Danyk
CAO / CFO

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: CAO / CFO
Date: June 20, 2019
Subject: Fire Truck

The Port Alice Fire Department's 1981 International Pumper truck did not pass its commercial vehicle inspection last year and was not insured in either 2018 or 2019. The cost to repair the truck is more than the truck is worth. This truck is the secondary fire truck and was used if the Fire Department was required to attend a mutual aid call outside the community and as additional support for road rescue incidents.

The Fire Department would like to continue to provide mutual aid when requested and consequently sourced a replacement truck at the Town of Ladysmith. This truck is a 1990 Pierce Dash centre console pumper and has been very well maintained.

In May of 2019, I emailed the Town of Ladysmith with an offer of \$10,000 for the truck. This offer was accepted at the Town of Ladysmith's Council meeting on June 17, 2019.

RECOMMENDATION: THAT the Village of Port Alice purchase the 1990 Pierce Dash Fire Truck from the Town of Ladysmith for the price of \$10,000 and FURTHER THAT the \$10,000 be transferred from the Fire Truck reserve account.

Respectfully submitted,



Bonnie Danyk
CAO / CFO

VILLAGE OF PORT ALICE

Port Alice Volunteer Fire Department Fire Chief's Monthly Report For the month of May, 2019

Active Members	14	Number Of False Alarms	0
On Leave	1	Mutual Aid Calls	0
Rescue Calls	0	Lift Assist Calls	0
Fire Calls	1	Public Relation Events	0

Practices:

Date	Attendance	Purpose
May 7th	9	Knots & Ropes Training
May 14th	10	Pumper Operations' Training
May 21st	7	CISM Presentation/Juene Landing standpipe identification
May 28 th	8	Truck checks

Public Relations Events:

Situation Responses:

Fire Chief: 

Administrator: 



Gateway to the Wild West Coast

INFORMATION ITEMS

June 13, 2019

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

RE: 2018 CEPF: Emergency Operations Centres & Training – EOC Supplies

Dear Mayor Cameron and Council,

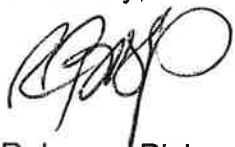
Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$5,661.30. Based on this, a payment in the amount of \$5,661.30 will follow shortly by electronic funds transfer. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure.

I would like to congratulate the Village of Port Alice for undertaking this project and responding to the opportunity to develop EOC capacity to increase the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at cepf@ubcm.ca.

Sincerely,



Rebecca Bishop
Program Officer

cc: *Bonnie Danyk, CAO/CFO*

The Community Emergency Preparedness Fund is funded by the Province of BC

