

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JUNE 22, 2022, at 7:00 pm
AT SEA VIEW ACTIVITY CENTRE



(1) CALL TO ORDER

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

(2)

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

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

Section 90 1 (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

(4) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for June 22, 2022, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received for information.

(5) DELEGATIONS:

(6) MINUTES:

Pg 3-4 a.) *THAT the Minutes from the Regular Meeting of June 8, 2022, be approved*

(7) COMMUNICATIONS:

Pg 5 a.) Request for Financial Contribution Feasibility Study Electrical Back up to Northern Vancouver Island
June 15, 2022, Letter from Mayor Denis Dugas, Port Hardy

Pg 7 b.) Federal Funding for Rural Municipalities
June 2022, Joint Letter from Shannon Stubbs, Damien Kurek, and Jacques Gourde, Shadow Ministries

Pg 9-26 c.) Notification of the BC Ministry of Forests, Range Branch, Application for a Pesticide Use Permit to Eradicate Invasive Knotweed from the Victoria Lake Area
June 16, 2022, Permit Application from Denise McLean, Invasive Plant Specialist

(6.) REPORTS:

Pg 27 a.) Fire Chief's Monthly Report for May 2022
May 31, 2022, Report from Chief Jerry Rose

Pg 29 b.) Vancouver Island Regional Library – June 11 Report
June 11, 2022, Report from Councillor Bruce Lloyd

Pg 31 c.) Strategic Priorities Fund – Capital Infrastructure Stream
June 15, 2022, Report from Bonnie Danyk, CAO\CFO

Pg 33 d.) Regular Report
June 16, 2022, Report from Bonnie Danyk, CAO\CFO

Pg 35-41 e.) Economic Development Report – May
June 16, 2022, Report from Ryan Nicholson, Economic Development

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JUNE 8, 2022
AT SEA VIEW ACTIVITY CENTRE

Present

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

Staff

Bonnie Danyk CAO / CFO
Ryan Nicholson, Ec Dev Officer
Tanya Spafford, Administrative Assistant

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

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

Section 90 1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

RECONVENE: (7:00pm)

ADOPTION OF AGENDA:

Moved, Seconded and CARRIED

61/22
Adoption of
Agenda

***THAT** the Agenda for the Meeting of the Village of Port Alice for June 8, 2022, be approved; AND **THAT** all delegations, reports, correspondence, and other information set to the agenda be received for information*

DELEGATION: Andrew Phillips, RCMP Update

MINUTES:

62/22
Minutes of
May 11, 2022

Moved, Seconded and CARRIED

***THAT** the Minutes from the Regular Meeting of May 25, 2022, be approved.*

Minutes from the April 7, 2022, Public Works Committee Meeting (For Info purposes only)
Minutes from the April 7, 2022, Recreation Committee Meeting (For Info purposes only)
Minutes from the May 5, 2022, Public Works Committee Meeting (For Info purposes only)
Minutes from the May 5, 2022, Recreation Committee Meeting (For Info purposes only)

COMMUNICATIONS:

UBCM Meeting Requests with Premier Horgan
May 24, 2022, Letter from Premier Horgan

UBCM Meeting Requests with Minister of Municipal Affairs, Nathan Cullen
May 24, 2022, Letter from Minister Cullen

REPORTS:



District of Port Hardy

7360 Columbia Street ♦ PO Box 68
Port Hardy BC V0N 2P0 Canada
Telephone: (250) 949-6665 ♦ Fax (250) 949-7433
Email: general@porthardy.ca ♦ www.porthardy.ca



June 15, 2022

File No. 0400-50

Mayor Cameron and Councillors
Village of Port Alice

Sent via email: treasurer@portalice.ca

Re: Request for Financial Contribution Feasibility Study Electrical Backup to Northern Vancouver Island

Dear Mayor and Council,

The communities within the region of Mount Waddington, including the First Nations Communities, have been meeting regularly throughout the past year to address the issue of sustainable and consistent power to the North Island.

Power outages caused by wind storms, failing/aging equipment, downed trees along power lines, and human errors have caused significant losses through the years. This issue does not only affect businesses economically, but residents who rely on a steady source of power for food security, heat, and health needs, such as breathing machines. Not all residents and businesses can afford backup generators or alternative heating not reliant on electricity.

We know that two alternative energy supplies to the North Island provide electricity to the grid, Kokish Hydro Project & Kwagis Power and the Cape Scott Windfarm.

We have been working collectively to address possible solutions. With that in mind, we have reached out to Embo Technical Services Ltd. to prepare a quotation (attached) and contacted the Islands Coast Economic Trust (ICET) for funding opportunities. We can apply to ICET for \$12,500 towards the \$25,000 cost of the feasibility study.

As this project and its outcomes benefit all communities of the North Island, we are looking for financial support from the Regional District and Municipalities to fund the remaining \$12,500. The table on the next page shows the breakdown for funding contribution.

Sincerely,
District of Port Hardy

Dennis Dugas,
Mayor

Acknowledging, with gratitude, that we reside on the traditional territory of the Kwakiutl people, Gilakas'la.



MAYOR KEVIN CAMERON
PO BOX 130 1061 MARINE DR.
PORT ALICE BC V0N 2N0

Ottawa, June 2022

Dear MAYOR KEVIN CAMERON and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at shannon.stubbs@parl.gc.ca, M.P. Kurek at damien.kurek@parl.gc.ca, or M.P. Gourde at jacques.gourde@parl.gc.ca.

Thank you for your time.

Shannon Stubbs, M.P.
Shadow Minister for Rural Economic Development
and Rural Broadband Strategy
Lakeland

Damien C. Kurek, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Battle River—Crowfoot

Jacques Gourde, M.P.
Deputy Shadow Minister for Rural Economic
Development and Rural Broadband Strategy
Lévis—Lotbinière



Date: June 14, 2022

File: Victoria Lake PUP 2022-25

Via Email

To: Mayor & Council
Village of Port Alice

Re: Notification on the BC Ministry of Forests, Range Branch, Application for a Pesticide Use Permit to Eradicate Invasive Knotweed from the Victoria Lake area.

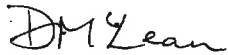
Dear Mayor & Council:

The British Columbia (BC) Ministry of Forests, Range Branch (the applicant), has applied to the Ministry of Environment and Climate Change Strategy for a Pesticide Use Permit (PUP) under the BC *Integrated Pest Management Act (IPMA)* to authorize the application of herbicide to aid in the eradication of invasive knotweed (*Reynoutria japonica* & *R x bohemica*). Under provisions of the IPMA, applications of herbicide to aquatic areas must be conducted under a PUP, which is granted for a three-year term. It is required that the applicant conduct consultation with the public, identified stakeholders, and local governments during the application process. This letter appertains to the consultation process with local governments. Consultation with the general public has been accomplished by placing an advertisement in local newspapers within the proposed treatment areas for public input. The PUP will cover the rights-of-ways adjacent to Victoria Lake and the Neucel pump station heading north up the west shore of the lake, with the most northern clone located at the outflow of the Marble River where it eventually connects to Alice Lake. Please refer to the attached PUP application which includes maps of the proposed application areas. The current application is similar to existing PUP # 738-0028-18/21, which expired on June 5th, 2022 (link provided below).

The purpose of the PUP is to use a selective herbicide application to contain, reduce, and eventually eradicate invasive Knotweed spp. using selective herbicide applications, along the lake within the area between water's edge and the high water mark as well as between the high water mark and one-meter above the high water mark. All areas within the proposed PUP boundary where selective herbicide treatments may be carried out are shown in maps on the attached PUP application. Note, the large project area is a preventive measure. Knotweed is currently limited to a 1 km stretch of lakeshore on the west side of Victoria Lake as well as a smaller area of the lake near its outlet into the Link River. If left unchecked, invasive knotweed will continue to spread along the Victoria Lake shoreline and throughout the Marble River system, moved by fragmentation, high water levels, and recreational activity.

Scott Bennett, Integrated Pest Management Officer
BC Ministry of Environment and Climate Change
Strategy Environmental Protection Division
Suite 200 - 10470 152nd Street
Surrey, BC V3R 0Y3
Email: Scott.Bennett@gov.bc.ca
Tel: (236) 468-2250

Yours truly,



Denise McLean, P.Ag.
Invasive Plant Specialist
Range Branch – Invasive Plant Program
Email: denise.mclean@gov.bc.ca

Attachments:

2022 PUP Application, Victoria Lake Knotweed FAQ 2022, Proposed PUP Boundary Victoria Lake 2022-25

the west shore of the lake, with the most northern clone located at the outflow of the Marble River where it eventually connects to Alice Lake.

How does knotweed spread?

Knotweed can spread rapidly due to its ability to reproduce from fragments. Root and stem fragments as small as 1 cm can form new plant colonies. Human dumping of garden waste is one of the biggest factors of spread for knotweed via fragmentation. Bohemian knotweed is the only species that also reproduces by seed, although this is a less viable reproduction method for the plant.

Knotweed regrows vigorously following cutting, mowing, and digging, especially early in the growing season. Such treatments stimulate the production of new shoots from the root system.

Seasonal high-water events and floods sweep knotweed plants into rivers and creeks, which then break up and disperse plant parts. The fast growing knotweed then takes advantage of the freshly disturbed soil to become established on banks and gravel bars elsewhere on the water bodies. Because it grows faster than most other plant species, including native species as well as other weeds, it quickly outgrows and suppresses or kills them.

What are the treatment options?

Mechanical Control:

Cutting, mowing, digging or grazing may be effective for new, isolated, and very small infestations if continually repeated and properly monitored. In general, mechanical control on its own is not an effective management tool for knotweed species due to their massive root structure and ability to reproduce from small root and stem fragments. Manual control is only recommended under specific circumstances, for small, newly established sites and should be carried out with extreme caution due to the likelihood of spread. Material must be properly disposed of to prevent regrowth and spread.

Biocontrol:

Biological control, or biocontrol, is the use of an invasive plant's natural enemies - chiefly insects, parasites and pathogens - to reduce the plant population below a desired level. It is the long-term, self-sustaining treatment method for managing invasive plants.

A sap sucker psyllid, *Aphalara itadori*, has been studied as a potential biological control in British Columbia and is currently in development.

Chemical Control:

Chemical treatment is a management strategy that requires monitoring and follow-up treatments as long as there is re-growth. Chemical treatment is most effective between bud formation and when the plant begins to die back after the first frost. Generally, knotweed sites can be controlled with herbicide within 3-5 years.

Herbicides must be absorbed by the plant into its root system in order to control knotweed; they may be applied using a variety of application methods depending on the site and product being used.

Herbicide use must be considered on a site specific basis and labels must be followed at all times. All applicators must follow the requirements found in the BC Integrated Pest Management Act (IPMA), federal regulations, and any relevant local bylaws.

What is the most effective way of controlling knotweed?

Control methods need to suit the specific characteristics of each infestation site. As mentioned above, mechanical methods such as digging, mowing, and cutting may be suitable only for very small, new,

As the majority of knotweed infestations on Victoria Lake occur below the pesticide-free zone and below the high water mark on the exposed shoreline, a PUP is required to authorize treatment of knotweed in this area. An issued PUP is valid for 3 years.

The extent of knotweed adjacent to Victoria Lake is currently limited to a total area of 0.35 ha, occurring sporadically on rights-of-ways adjacent to Victoria Lake and the Neucel pump station heading north up the west shore of the lake, with the most northern clone located at the outflow of the Marble River where it eventually connects to Alice Lake. The total area proposed for inclusion in the PUP is significantly larger at 1700 ha, including Victoria Lake in its entirety and the segment of Marble River that connects Victoria Lake to Alice Lake. The large PUP boundary will allow for the treatment of newly detected knotweed clones that may be introduced to a new part of the lake or river as a result of high-water events or disturbance. The limit to total treatment area each year will not exceed 1 ha, however it is anticipated that the actual annual treatment area will be significantly less based on currently known knotweed locations.

The 2022 to 2025 PUP will use both Roundup WeatherPro (a.i. glyphosate) and aquatic herbicide Habitat Aqua (a.i. imazapyr). The glyphosate product listed is due to manufacturer label changes which now permit stem injection to occur only under the Roundup WeatherPro label. This management plan proposes to treat all knotweed clones detected growing in or adjacent to Victoria Lake, Marble River and adjacent rights-of-ways to protect the Marble River system. Wherever feasible, foliar application methods will be used to limit the volume of herbicide entering the environment. Stem injection using Roundup WeatherPro may be required in some instances if the knotweed foliage cannot be effectively accessed using foliar application. Habitat Aqua is specifically formulated for use in and adjacent to aquatic environments and will be the preferred product for knotweed treatments during the 2022 to 2025 treatment period. These treatments will occur as foliar applications. The addition of Habitat Aqua to the management plan will also limit the risk of knotweed developing herbicide resistance, as Habitat Aqua chemistry and modes of action are different from that of the glyphosate products. In addition, Habitat Aqua is well-suited for knotweed treatments not only to water's edge but also emergent, wetted plant applications. All foliar treatment applications will be made as targeted spot treatments with the intention of limiting drift and non-target vegetative damage.

When will treatment occur?

Treatments are scheduled to occur yearly in July, August, and possibly September during seasonal low water levels. This provides best access to sites and reduces the risk of contact with water as water levels are below site treatments areas, as well as occurring outside of spring hatching and autumn spawning of fish.

Who can I contact regarding this project?

For more information contact –

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

Invasive.plants@gov.bc.ca



Pesticide Use Permit Application *under the Integrated Pest Management Act*

FORM REFERENCE CODE: EPD-IPM-10v2

INSTRUCTIONS:

Use this form to apply for a pesticide use permit under the *Integrated Pest Management Act* and Regulation. Pesticide use must not proceed unless a permit has been issued.

The permitting process consists of several steps that require the submission of an application form, map and fee, followed by meetings with ministry staff to receive guidance on the consultation process and required documentation. If you have questions, you are encouraged to contact ministry staff by email at IPMPBC@gov.bc.ca.

HOW TO SUBMIT:

Please submit this form and maps via email to IPMPBC@gov.bc.ca with the subject line "Pesticide Use Permit Application". If large files prevent email submission, please use the ministry's File Transfer Service at <http://www.env.gov.bc.ca/csd/imb/soft/soft.shtml>.

There is an application fee of \$1000 that is due upon submission of this application. The fee is non-refundable after a permit application number has been issued. Please see Section 12 for payment information.

Alternatively, you may mail your application to:

Regional Operations Branch IPM Program
Ministry of Environment & Climate Change Strategy
PO Box 9377 Stn Prov Govt
Victoria, BC V8W 9M6

Section 3: Authorized Agent ("the Agent")

The Applicant may authorize an Agent to deal with the ministry directly on future aspects of this application. An Agent is a person who is not an employee of the Applicant. ***This section must be completed in full if an Agent is used.***

Agent's Type	<input type="checkbox"/> Business <input type="checkbox"/> Individual <input type="checkbox"/> Government			1
Agent's Company Legal Name <i>as registered with the BC Registrar of Companies (if applicable)</i>				2
Doing Business As <i>if applicable</i>				3
Agent's Last Name				4
Agent's First Name				5
Agent's Title				6
Contact Numbers <i>(999) 999-9999</i>	Phone	Mobile		7
Email Address				8
Mailing Address	Unit # / Street			9
	City	Province	Postal Code	10

In this section:

"Applicant" means the Applicant as identified in section 1 of this application form, and

"Agent" means the Agent as identified in section 3 of this application form.

I/we (the Applicant) hereby authorize the above-named Agent to deal with the ministry directly on all aspects of this application. I/we (the Applicant) understand and agree with the terms and conditions in Section 12 of this application form.

Applicant's Full Name		1
Signature of the Applicant		2
Date signed <i>(YYYY / MM / DD)</i>		3

Section 6: Proposed Start and End Date of Pesticide Use

Please provide the proposed start and end date of pesticide use. The maximum term of a permit is three years.

Start date (YYYY / MM / DD)	2022-06-15	1
End date (YYYY / MM / DD)	2025-06-15	2
Timing of pesticide applications (i.e. time of the year and duration)	July/August/September annually to coincide with low water levels and optimal knotweed treatment timing	3
Anticipated number of applications per year	Emergent knotweed vegetation will be treated once annually, however three treatment passes will occur during each growing season to ensure newly emergent vegetation and missed	4

Section 7: Geographic Area to be Treated

You will need to submit a digital map with this application form. Your map must identify the gross boundaries of the treatment area, communities, and geographic features applicable to the proposed pesticide use. At a minimum, maps must be provided in PDF format. Additional acceptable formats include .kmz or kml.

In addition to your digital map, please describe the area of the proposed pesticide use below. The description must be consistent with the attached maps and include the names of the communities or landmarks and all regional districts encompassed by the geographic boundaries of the treatment area.

Vancouver Island, Mount Waddington Regional District; Victoria Lake, Marble River and adjacent rights-of-ways (near the community of Port Alice). Note, the large project area is a preventive measure. Knotweed is currently limited to a small area on the west shore of Victoria Lake and the remaining project area will not receive treatments unless new knotweed clones are detected.

The extent of knotweed adjacent to Victoria Lake is currently limited to a total area of 0.35 ha, occurring sporadically on rights-of-ways adjacent to Victoria Lake and the Neucel pump station heading north up the west shore of the lake, with the most northern clone located at the outflow of the Marble River where it eventually connects to Alice Lake. The total area proposed for inclusion in the PUP is significantly larger at 1700 ha, including Victoria Lake in its entirety and the segment of Marble River that connects Victoria Lake to Alice Lake. The large PUP boundary will allow for the treatment of newly detected knotweed clones that may be introduced to a new part of the lake or river as a result of high-water events or disturbance. The limit to total treatment area each year will not exceed 1 ha, however it is anticipated that the actual annual treatment area will be significantly less based on currently known knotweed locations.

See attached map.

Section 10: Pesticide Application Methods

Please check all applicable proposed pesticide application methods.

1. Broadcast

☐ Aerial

☐ Backpack sprayer

☐ Power nozzle

☐ Boom Sprayer

2. Selective Treatment

☒ Backpack sprayer

☒ Stem injection

☐ Wipe-on

3. ☐ Immersion Bath

4. ☐ Other

If you checked the category "Other" above, please specify the methods proposed.

Stem injection will only be used with Roundup WeatherPro.

Section 12: Payment of Fees

The application fee is \$1000 CAD. No PST or GST is required.

The fee is non-refundable after a permit application number has been issued.

<input checked="" type="checkbox"/> I would like a call-back to pay by credit card	Currently, there is no electronic payment system for credit card transactions. Please complete the following to arrange for a call-back to collect credit card payment information. DO NOT ENTER CREDIT CARD INFORMATION HERE OR SEND BY EMAIL.		1
	Name of cardholder	Denise Mclean	2
	Phone number <small>(999) 999-9999</small>	250 617 1783	3
<input type="checkbox"/> I am submitting my cheque or money order via mail/courier	Cheques or money orders not received within 10 business days may result in your application being returned as incomplete. In addition to submitting this application form electronically, please send a printed copy along with your cheque or money order.		4
	<i>Mail:</i>	Ministry of Environment & Climate Change Strategy Regional Operations Branch IPM Program PO Box 9377 Stn Prov Govt Victoria, BC V8W 9M6	
	<i>Courier:</i>	Ministry of Environment & Climate Change Strategy Environmental Protection Division Regional Operations Branch IPM Program 3 rd Floor, 525 Superior Street Victoria, BC V8V 0C5	5
<input type="checkbox"/> I have questions about the application fees and would like a call-back for consultation	Name		6
	Phone number <small>(999) 999-9999</small>		

**Port Alice Volunteer Fire Department
Fire Chief's Monthly Report
For the month May 2022**

Active Members	10	Number Of False Alarms	-
On Leave	2	Mutual Aid Calls	-
Rescue Calls	-	Lift Assist Calls	3
Fire Calls	4	Public Relation Events	1

Practices / Events:


Date	Attendance	Purpose
01May22	4	Lift Assist
02May22	6	Fire-Backhoe - MVA
03May22	6	Practice: Ropes
07May22	4	Lift Assist
08May22	4	Fire Alarm - 1083 M
10May22	4	Practice: Changed Truck Tires, SCBA Checks
14May22	6	Vehicle Fire in Trailer Court
17May22	5	Practice: Unloaded New FH Doors, Inspected Hoses
24May22	2	Pre-School Visit
24May22	9	Practice: Low Slop, traverse wheel & basket
26May22	4	Ambo Assist
29May22	2	Church Fire Alarm
31May22	10	Practice: Month End Checks

Public Relations Events:

Situation Responses:

Fire Chief:

Administrator:

 _____

This meeting was held in Sooke rather than Nanaimo as regular so that we could celebrate the opening of the beautiful new library in the Premier's riding. The opening was a well done affair with piano music, kid's face painting, story times and the like. There was even a thoroughly educational presentation by the raptor society from Duncan who save and keep birds who have been orphaned and injured.

There was a tough decision to be made regarding the largely cosmetic upgrade of the circa 1965 Port Alberni library and the majority voted in favour of cancelling the tenders coming in at around \$2 million dollars on a budget of approximately \$1 Million. This will sound familiar to all given the incredible inflationary times we live in – especially in regards to construction! We shall see where this shall go but unfortunately this was a re-tender and the builders will have a dim view of VIRL after this. Our next meeting will feature a report on the aftermath of such. Both Masset and Campbell River are in need of new facilities and so I spoke in favour of private leases on existing buildings as opposed to purpose – built facilities given the economic outlook. It was well received. Down the road if the debt is too high I can see real problems for libraries and we are fortunate to have received our recent upgrade just in time!

I also spoke of our "Plain Jane" library walls with the only art being the one colourful first nation print that is standard fare on all. Though I have contacted some of our artists and they are willing once again to decorate our walls the project awaits our regional manager co-ordinating such. Our local librarian is ready to go and we shall see what happens soon I suppose. An open house visit from library officials is planned for the fall I am told so that will be our chance to pressure for a more decorated facility to be sure.

A good letter from one of our more fiscally conservative patrons points out the worrying fast growth of wages over the last few years was welcome food for thought. Given the irresponsible spending by our two senior levels of government we can see a reason to be cautious in all things financial including our library service. One hopes we will not see the day when communities disassociate, reduce hours and operate like Alert Bay for instance which operates solely and uses inter – library loan as opposed to our corporate model.

The new CAO| is a very affable individual and I am always impressed by the senior staff we have there. The next meeting will be a hybrid model once again it seems and this is a welcome change from all Zoom which I found extremely limited, slow and often frustrating. All in all, a good meeting and we continue to enjoy a well – functioning library in our pleasant little village.

Sincerely,
Councillor Lloyd

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor and Council
From: CAO / CFO
Date: June 15, 2022
Subject: Strategic Priorities Fund – Capital Infrastructure Stream

The Strategic Priorities Fund is one of three funding streams delivered through the Gas Tax Fund. The Capital Infrastructure Stream of the Strategic Priorities Fund provides grant funding for the capital costs of local government infrastructure projects that are large in scale, regional in impact, or innovative and support the national objectives of productivity and economic growth, a clean environment and strong cities and communities.

One of the categories funded through the Capital Infrastructure Stream is “Drinking Water”. The deadline for the grant application is June 30, 2022.

In 2018 The Village of Port Alice produced a Watermain Replacement Strategy report. In the report the first priority was well upgrades. The Village is working on this priority this year. The next priorities involve the replacement of Asbestos Cement watermain piping.

On May 27, 2022 our health inspector, Eric Bergsma inspected our water distribution system. I received an email from Eric stating that he is concerned that we are not replacing the AC watermain quickly enough. In this regard I would like to apply to the Strategic Priorities Fund for a grant to replace the AC Water mains from Rupert Avenue to the reservoirs and along Rupert Avenue and Clark Drive.

RECOMMENDATION: *THAT the Village of Port Alice apply to the Strategic Priorities Fund: Capital Infrastructure Stream to replace Asbestos Cement watermain pipes on Rupert Avenue and Clark drive for a total cost of \$900,000.*



Bonnie Danyk
CAO / CFO



REPORT TO COUNCIL

To: Mayor & Council
From: Chief Administrative Officer
Date: June 16, 2022
Subject: Regular Report

Administration

Tax Bills were printed and mailed out last week. The due date this year is August 2, 2022 as July 31 is on a weekend. Homeowner grants are administered by the Province and applications can be done online or via telephone.

The Statement of Financial Information report was approved at the June 8, 2022 Council meeting and sent to the Province. The 2021 Annual Report is on this agenda.

Tourism

The Interpretive Signs are in the process of being built and should arrive the week of July 3. They will be installed by the contractor in August.

Audie Tamburini was awarded the contract for the Marina Manager. He started on June 15, 2022.

Ryan and Louisa have been moving tourist information brochures and pamphlets to the Community Centre. We will have a summer student helping with the tourist centre Sun-Wed starting in July.

Recreation

Summer hours will be starting in July. The Community Centre will continue to be open two evenings a week on Thursdays and Fridays.

Ryan and Louisa have been busy organizing Canada Day. There will be no fireworks this year, but we will have a pancake breakfast, community market, parade, cupcakes and hotdogs for lunch, afternoon activities at Lions Park and a BBQ dinner. Thank you to the Oceanview Christian Assembly, Port Alice Legion, Port Alice Lions, WFP, Port Alice Fire Department and MOWI for making all this possible.

Public Works

The well refurbishment project is moving forward. Wells#2 and #3 have been rebuilt. Well #4 will be done later this summer.

Its grass cutting season again. Reminders were posted advising homeowners of their responsibility to maintain boulevards that border their property.

Respectfully submitted,

Bonnie Danyk, CAO / CFO

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: Ryan Nicholson, Economic Development Officer
Date: June 14, 2022
Subject: May Economic Development Report

Update on Marine Drive accommodations lot for sale:

Please see the attached Property Market Report submitted by Ed Hanja providing an update on the amount of action the property has received. We are also dealing with several people contacting the municipal office looking for information on the property and working on proposals to bring to council. This property is a unique opportunity and will therefore likely require a longer sale and due diligence phase than a traditional residential transaction. We still hope to have several different business ideas to present to Mayor and council for this property.

Meeting with the Village of Cumberland for trail development:

While working on gathering information to help create proper land use agreements that will protect the municipality and private land owners from the liability of recreational trail users, I began reaching out to other municipalities for some guidance. Nearly all the municipalities I reached out to were not very forthcoming with their documents, saying that considerable time and money had been invested into their land use agreements, and they were not willing to share much information. I had hoped other Island communities would be willing to help grow the opportunities for mountain bikers and other trail users. One of the only communities willing to share some of their information was the Village of Cumberland. I was quite happy that Cumberland was willing to help guide us on this, as the Village of Cumberland has become the second premier location in the province for recreational trail development after Whistler. I asked Tyler Farley (Parks & Rec manager for Cumberland) if he would be willing to meet and show us some of their trails and signage, and speak to some of their successes and failures. Tyler was happy to arrange the meeting and included Dougal Browne who is the director of the United Riders of Cumberland (UROC) and also a professional trail builder. The village of Cumberland contracts UROC to manage and maintain the vast majority of Cumberlands 200kms of trails. Since such a large portion of the trails fall under the responsibility of the local riding club, I felt Tanya Spafford would offer the most knowledge and experience to speak with both Tyler and Dougal considering her time with both a riders club and municipal government. We were overwhelmed by the ideas and suggestions being offered, and had several topics brought up that we had never really considered, such as the growing sector of electric bicycles and the unique challenges they possess, professional trail designs, multi-community collaborations, and much more. Cumberland has since provided us with copies of all their trail signage for us to work off of. We are still waiting on the lawyers to finalize their changes to the land use agreements before we can send them to private land owners for their review. Tanya and I did complete a full walk through of the trail several weeks ago and found that the top 3rd section of the trail had become more overgrown than the remaining, however it still appears some basic clearing and maintenance would make significant improvements.

May 31, 2022

PROPERTY MARKET REPORT

To: Village of Port Alice
Re: Lot A Marine Dr

Advertising

In May your property has been in the following publications:

- Islands Best Homes May 2022
- Western Investor May 2022

Your property is also included on the following websites: www.bcoceanfront.com; Royallepage.ca; cr.islandbesthomes.ca; HomesandLand.com; Realtor.ca (MLS). Your property has been viewed 198 times on the BC Oceanfront website, 965 times on MLS sites and 51 times on the Royal LePage website in the past month.

Inquiries on the property in May

- 6 email inquiries
- 0 showings

Keep in mind these statistics are what are documented in our files. They do not take into account phone conversations Ed and Shelley may have had with clients, or general conversations that may have included your property along with other listings. As this is an undeveloped property it is likely that some people are viewing it of their own accord without letting our office know.

If you have any questions or would like any further information than provided in this overview, please do not hesitate to contact Ed or Shelley at the numbers below.

Ed Handja Personal Real Estate Corporation
Shelley McKay Personal Real Estate Corporation
Greg du Cloux, Licensed Realtor®
your BC Oceanfront Real Estate Team
Unlicensed Assistants Kate Morgan & Jennifer Lukacz

office: 250-286-3293
cell: Ed 250-287-0011 Shelley 250-830-4435 Greg 250-895-1346
email: theteam@bcoceanfront.com



*It's a Coastal Lifestyle
... Live It!*

MONTHLY SOCIAL MEDIA PLAN FOR THE VILLAGE OF PORT ALICE

"GET SEEN" \$450 PER MONTH

INCLUDES:

- CREATE A MONTHLY STRATEGY FOR SOCIAL MEDIA PLATFORM
- WEEKLY TOUCHPOINTS, EMAILS, PHONE CALLS, FILE SHARING
- TAKING CARE OF 2 SOCIAL MEDIA PLATFORMS
- CREATE 1 HIGH QUALITY BRANDED MARKETING VIDEO PER MONTH
- CREATE 10 HIGH-QUALITY BRANDED CONTENT POSTS PER MONTH.
- EACH POST IS UPLOADED TO YOUR PAGE AND STORY AND SHARED ON THE APPROPRIATE CHANNELS.
- EACH POST WILL HAVE YOUR WEBSITE, PHONE NUMBER, EMAIL, LINKS, TARGETED HASHTAGS, AND LOCATION SETTINGS.
- 1 HIGH QUALITY BRANDED AD CAMPAIGN (AD COST SEPARATE)
- MONTHLY CONTENT CALENDAR
- MONTHLY ANALYTICS REPORTS
- GAIN & GROW NEW TARGETED FOLLOWERS
- FOSTER CURRENT FOLLOWERS
- CREATE BRAND AWARENESS

ADD-ONS:

- LIVE VIDEO CAMPAIGNS (TO BE QUOTED)
- EVENT PAGE CREATION \$30 (PER EVENT)
- ACCOUNT MONITORING & ENGAGEMENT IS \$75 PER MONTH

VIDEOGRAPHY PROPOSAL

**X4, SHORT 29 VIDEOS. BASED ON SENIORS,
FAMILIES, BUSINESSES AND GENERAL VIDEO**

TOTAL : \$7950 (PLUS TAX)

PACKAGE INCLUDES:

PREPRODUCTION \$500

- PLANNING
- MEETING
- LOCATION SCOUTING

PRODUCTION (3 DAYS FILMING) \$750 X 3 = \$2,250

- DIRECTOR/CAMARA OP.

EQUIPMENT (3 DAYS) \$400 X 3 = \$1,200

- CANON CINE CAMERAS
- LENSES
- LIGHTING
- SOUND

DRONE \$750

- PERMITS
- INSURANCE
- LICENSE

EDITING \$750 X 4 = \$3000 (4 X 30 SECOND VIDEO)

- 2 REVISIONS
- SOUND DESIGN
- COLOUR
- BASIC MOTION GRAPHICS

DATA STORAGE \$250

- STORING FOOTAGE FOR 2 YEARS

LOVE  LOCAL
MARKETING



VILLAGE OF PORT ALICE

ANNUAL REPORT

FOR YEAR ENDING 2021

(Community Charter Section 98)

Approved by Council:

June 22, 2022

**VILLAGE OF PORT ALICE
MANAGEMENT REPORT
FOR FISCAL YEAR END
2021**

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility.

Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Village Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control, and to this end conducts monthly reviews of internal financial information and an annual review of externally audited consolidated financial statements.

The external auditors Chan, Nowosad, Boates conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Village Council and may meet with it at any time upon request.

On behalf of The Village of Port Alice,



Bonnie Danyk
CAO / CFO

June 7, 2022

MANAGEMENT REPORT

December 31, 2021

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

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

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

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the financial position of the Village of Port Alice as at December 31, 2021.



Bonnie Danyk, CAO, CFO
April 27, 2022

VILLAGE OF PORT ALICE

Statement of Operations

Year Ended December 31, 2021

	2021		2020
	Budget	Actual	
	(Note 16)		
Revenues (Schedules 2 and 3)			
Taxation	\$ 637,450	\$ 553,995	\$ 540,460
Utility Connection Fees and User Rates	203,000	207,299	212,224
Government Grants - Federal (Schedule 1)	5,500	5,926	5,664
Government Grants - Provincial (Schedule 1)	3,617,630	557,415	810,420
Sales of Services	65,000	87,937	86,687
Equity Loss - NICFL and NICFLP (Note 5)	-	(26,064)	(20,922)
Other (Note 12)	81,150	189,579	178,064
	4,609,730	1,576,087	1,812,597
Expenditures (Schedules 2 and 3)			
General Departmental Expenditures	1,577,597	1,629,674	1,627,890
Water System Operations	74,718	77,438	64,694
Sewer System Operations	215,918	251,701	199,696
	1,868,233	1,958,813	1,892,280
Annual Surplus (Deficit) Prior to Other Items	2,741,497	(382,726)	(79,683)
Loss on Disposal of Tangible Capital Assets	-	-	(234,407)
Annual Surplus (Deficit)	\$ 2,741,497	(382,726)	(314,090)
Accumulated Surplus - Beginning of Year		12,661,844	12,975,934
Accumulated Surplus - End of Year		\$ 12,279,118	\$ 12,661,844

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2021

1. Significant Accounting Policies (continued):

g) Revenue Recognition and Deferred Grants:

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

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

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

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

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

h) Unearned Revenue:

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

i) Leases:

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

j) Contaminated Sites:

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

Management has assessed its potential liabilities including sites that are no longer in productive use and sites for which the Village accepts responsibility. There were no such sites that had contamination in excess of an environmental standard which required remediation, therefore no liability was recognized as at December 31, 2021 or December 31, 2020.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2021

8. Contingent Liabilities:

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

9. Tangible Capital Assets:

	Cost				Accumulated Amortization				Net Book Value	
	Opening	Additions	Disposals	Transfers Closing	Opening	Amort	Disposals	Closing	2021	2020
Land	\$ 421,465	0	0	0	0	0	0	0	\$ 421,465	\$ 421,465
Buildings	1,090,489	504	0	1,091,993	2,447,611	5,385	0	2,452,996	156,384	1,435,607
Equipment	150,000	0	0	0	46,974	5,214	0	52,188	97,812	104,786
Roads and Bridges	1,045,957	0	0	2,074,629	1,524,277	53,373	0	1,577,650	468,307	1,007,650
Other	407,172	0	0	41,542	18,763	61,224	0	80,000	327,172	326,948
Water Infrastructure	150,936	0	0	150,936	302,709	40,214	0	342,923	8,013	48,723
Sewer Infrastructure	130,660	0	0	130,660	310,720	68,428	0	379,148	11,512	11,512
Drainage	130,660	0	0	130,660	224,000	4,504	0	228,504	10,156	10,156
Work in Progress	75,151	42,687	0	117,838	0	0	0	0	117,838	75,151
	\$ 3,266,813	\$ 504	\$ 0	\$ 3,267,317	\$ 2,737,774	\$ 426,213	\$ 0	\$ 3,163,987	\$ 8,094,512	\$ 9,009,114

10. Accumulated Surplus:

The Village segregates its accumulated surplus into the following categories:

	2021	2020
Current Fund	\$ 2,037,122	\$ 2,280,064
Reserve Funds (a)	1,545,117	1,370,373
Investment in Non-Financial Assets (b)	8,696,879	9,011,461
	\$ 12,279,118	\$ 12,661,898

(a) Reserve Funds

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

(b) Investment in Non-Financial Assets

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

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2021

17. Segmented Information (continued):

Volunteer Fire Department

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

Public Works Department

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

Environmental Health Services

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

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

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

Water Utility

Water Utility provides distribution of water to residents.

Sewer Utility

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

18. Comparative Figures:

Certain comparative figures have been reclassified, where necessary, to conform with the current year's presentation.

19. COVID-19:

The global outbreak of the coronavirus pandemic (COVID-19) continues to cause economic uncertainties that could have a material impact on the annual surplus of the Village. The extent of the continued impact of COVID-19 on the Village and its operations for the year ended December 31, 2022 cannot be determined at this time.

VILLAGE OF PORT ALICE

Schedule 4 - Reserve Fund Transactions Year Ended December 31, 2021

	Capital Works Machinery and Equipment	Fire Hall	Rec Centre	Economic Development	Total 2021	Total 2020
Balance, Beginning of Year	\$ 239,851	\$ 116,817	\$ 157,637	\$ 856,068	\$ 1,370,373	\$ 1,248,247
Interest Earned	1,079	526	709	4,217	6,531	13,504
Transfer (To) From Other Funds	-	-	32,946	170,191	203,137	116,934
Used for Capital Expenditures	-	-	-	(34,924)	(34,924)	(8,312)
Balance, End of Year	\$ 240,930	\$ 117,343	\$ 191,292	\$ 995,552	\$ 1,545,117	\$ 1,370,373

VILLAGE OF PORT ALICE
BYLAW NO. 665, 2021

VILLAGE OF PORT ALICE FINANCIAL PLAN 2021 - 2025
Bylaw No. 665, 2021 - Schedule 'A'

EXPENDITURES	2021	2022	2023	2024	2025
Debenture Debt Interest					
Community Centre Upgrades Matures - 2036	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Total Debenture Debt	\$33,900	\$34,239	\$34,581	\$34,927	\$35,276
Capital Expenditures					
General	\$3,338,800	\$0	\$0	\$0	\$0
Water Utility	\$50,000	\$40,000	\$0	\$0	\$0
Sewer Utility	\$145,000	\$0	\$0	\$0	\$0
Total Capital Expenditures	\$3,533,800	\$40,000	\$0	\$0	\$0
Other Municipal Purposes					
General Government, & Fiscal Services	\$405,800	\$409,859	\$403,858	\$407,898	\$411,974
Fire & Protective Services	\$78,000	\$78,780	\$79,568	\$80,363	\$81,167
Public Works	\$338,100	\$345,441	\$348,895	\$352,384	\$355,908
Health & Environmental Services	\$212,500	\$204,620	\$206,661	\$208,723	\$210,805
Recreation Services	\$213,300	\$215,433	\$217,587	\$219,763	\$221,960
Water Utility	\$54,500	\$55,045	\$55,595	\$56,151	\$56,713
Sewer Utility	\$105,900	\$106,959	\$108,029	\$109,109	\$110,200
Total Other Municipal Purposes	\$1,408,100	\$1,416,137	\$1,420,193	\$1,434,391	\$1,448,727
Transfers to Reserves					
General Fund	\$83,000	\$83,000	\$83,000	\$83,000	\$83,000
Water Fund	\$6,500	\$6,565	\$6,631	\$6,697	\$6,764
Sewer Fund	\$36,100	\$36,461	\$36,826	\$37,194	\$37,566
Total Transfer of Funds	\$125,600	\$126,026	\$126,457	\$126,891	\$127,330
GRAND TOTAL	\$5,101,400	\$1,616,402	\$1,581,231	\$1,596,209	\$1,611,333
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

VILLAGE OF PORT ALICE

BYLAW NO. 663

A BYLAW TO EXEMPT SPECIFIC PROPERTIES FROM TAXATION FOR THE YEAR 2021

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

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts that the following lands and improvements thereon, are hereby exempted from taxation, imposed under Section 197 (1) of the *Community Charter*, for the year 2021:

1. THE WHARF AT JEUNE LANDING

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

2. ECUMENICAL AND PENTECOSTAL CHURCHES

- 2.1 Plan 18774, Lot 3, Block 7, D.L. 2137, Rupert District, located at 1100 Nigei St
Property registered in the name of the Port Alice Ecumenical Society **Roll No. 00648.000**
- 2.2 Plan 33023, Lots 13 & 14, D.L. 2137, Rupert District, located at 850-860 Marine Dr
Properties registered in the name of the Pentecostal Assemblies of Canada **Roll No. 00788.030**
& Roll No. 00788.031

3. THE LEGION HALL

- 3.1 The Legion Hall, Plan 22668, Lot 1, D.L. 2137, Rupert District
Registered to the Royal Canadian Legion Branch #180 **Roll No. 00779.000**
- 3.2 The portion of Plan 22668, Lot 1, DL 2137, Rupert District, which contains a residential housing unit is exclusive of this Bylaw

4. THE YACHT CLUB

- 4.1 Rupert Land District, District Lot PT304 Roll Number 27506.940
The property registered in the name of the Port Alice Yacht Club **Roll No. 27506.940**

5. PORT ALICE GOLF CLUB

- 5.1 Eastern portion of District Lot 1187, Rupert Land District which is identified and assessed by BC Assessment as Recreation / Non-profit.
Property registered in the name of Neucel Specialty Cellulose Ltd. **Roll No: 00075.000**

6. CITATION

This Bylaw may be cited as the "Village of Port Alice Permissive Exemption Taxation Bylaw for the Year 2021, Bylaw No. 663, 2020."

7. SEVERABILITY

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

VILLAGE OF PORT ALICE
STATEMENT OF FINANCIAL INFORMATION
2021 SCHEDULE OF REMUNERATION & EXPENSES

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

Name	Position	Remuneration	Expenses	Totals
Cameron Kevin	Mayor	\$11,823.00	\$589.00	\$12,412.00
Aldis Holly	Councillor	\$7,882.00	\$0.00	\$7,882.00
Lloyd Bruce	Councillor	\$7,882.00	\$114.00	\$7,996.00
Yunker Angela	Councillor	\$7,882.00	\$0.00	\$7,882.00
Wastson Sean	Councillor	\$7,882.00	\$0.00	\$7,882.00
Sub Total (A)		\$43,351.00	\$703.00	\$44,054.00

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

Employees	Remuneration	Expenses	Totals
Remuneration & Expenses in excess of \$75,000.00			
Bonnie Danyk, Finance Officer / Deputy CAO	\$ 111,561.00	\$ 2,500.00	\$ 114,061.00
Jason Yunker, Public Works Foreman	\$ 84,978.00	\$ 907.00	\$ 85,885.00
Consolidated Remuneration & Expenses under \$75,000.00	\$ 351,418.00	\$ 115.00	\$ 351,533.00
Sub Total (B)	\$547,957.00	\$3,522.00	\$551,479.00

3. Reconciliation

Total Remuneration Elected Officials (Sub Total (A))					\$43,351.00
Total Remuneration Employees (Sub Total (B))					\$547,957.00
Subtotal					\$591,308.00
Staff Benefits Payments					\$103,765.00
Total Per statement of Revenue & Expenditure					\$695,073.00
Variance					\$0.00

VILLAGE OF PORT ALICE
2021 STATEMENT OF SEVERANCE AGREEMENTS

There are no severance agreements under which payment commenced between the Village of Port Alice and its non-unionized employees during fiscal year 2021.

VILLAGE OF PORT ALICE
STATEMENT OF FINANCIAL INFORMATION
STATEMENT OF DECLARATION OF DISQUALIFICATION
Community Charter (Section 110)

Community Charter Section 110

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

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

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

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



Municipal Services & Operations Summary for 2021

General:

PricewaterhouseCoopers Inc as Trustee in Bankruptcy of Neucel engaged in emergency clean up at the mill site in partnership with the Ministry of Environment. Hazardous materials were transported off site and demolition was started.

A new cell tower was installed by Telus and became operational late in the year. Cell service was greatly improved.

Due to the Covid-19 Pandemic, Council meetings continued to be held in the Seaview Activity Centre. RDMW Board meetings and conferences continued to be done via the internet on platforms like Zoom.

The Village received a grant from the Island Coast Economic Trust for an Economic Development Officer. Ryan Nicholson was hired for this roll in the Fall.

A contractor was selected for the Interpretive Sign project. Designs were created and approved. The signs are expected to be in place in the Summer of 2022.

A project manager was hired for the Kayak Storage Building and Launch. An RFP was issued for the building in 2022.

Fire Department:

The Fire Department struggled to recruit more volunteers. The number of active members was reduced to nine.

Recreation Department:

Due to Covid-19 there were some closures at the Community Centre and restrictions included requirements for vaccine passports and occupation limits

The Weight room was closed again for several weeks until the Covid-19 restrictions were relaxed and we were permitted to re-open with a requirement for vaccine passports.

2022 Goals & Objectives		
SERVICE	OBJECTIVE	STRATEGY
ADMINISTRATION & FINANCE	2022 Municipal Election	Update Election Bylaws to allow for mail in ballots.
	Update Bylaws	Update Anti-Noise and Unsightly Premises Bylaws. Review Boulevard Bylaw
	Asset Planning	Apply for funding for Asset Plan for Buildings.
COMMUNICATION	Enhanced Online Communication	Explore Instagram account. Update website with Municipal Election Page
COMMUNITY FOREST	Allowable Cut	Continue to lobby the Province to increase the amount of timber available to the North Island Community Forest.
ECONOMIC DEVELOPMENT	Tourist Promotion	Continue to work with Destination BC, Trip Advisor, Ahoy BC, Marine Trails and others to update our tourism profiles.
	Tourism Accomodation	Work with potential developers to build tourist accomodation at the Lion's Park site and to rehabilitate or rebuild the Quatsino Chalet.
	Training	Lobby North Island College to reinstate regular training opportunities in Port Alice
	North Island Communities	Continue to work with other North Island Communities and Vancouver Island North Tourism Association to cross promote each other's communities and have consistant messaging.
	Bike Trails	Work with property owners for land use agreements and start rehabilitation of bike trails
	Interpretive Signage	Complete Interpretive Sign Project
	Business Development Workshop	Colaborate with Community Futures to offer a Business Development Workshop in Port Alice.
MARINA	Kayak Storage and Launch	Complete construction of the Kayak Storage Facilities and Launch
PROTECTIVE SERVICES	Fire Department	Research Grant Opportunities for Hall Upgrades. Continue to work on member requitment
	Emergency Planning	Update contact lists. Update emergency plan to align with new Provincial requirements. Investigate funding opportunities to purchase emergency equipment.
PLANNING	OCP and Zoning Bylaw	Hire a Contractor to update the OCP and Zoning Bylaw.
RECREATION	Community Centre	Review programming with the focus on increased participation
WATER	Water Well Replacement	Upgrade and Replace 3 Water Wells
STREETLIGHTS	Replacement	Continue to replace streetlights with energy efficient LED models

**NORTH ISLAND COMMUNITY FOREST
LIMITED PARTNERSHIP
Financial Statements - December 31, 2021**

NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP

Balance Sheet

December 31, 2021

2021

2020

ASSETS

Current Assets

Cash	\$ 694,865	\$ 791,493
GST Receivable	1,221	838
Prepaid Expenses	2,667	2,895
	<u>\$ 698,753</u>	<u>\$ 795,226</u>

LIABILITIES

Current Liabilities

Accounts Payable	\$ 10,572	\$ 28,852
Accrual for Silviculture Liabilities (Note 5)	<u>13,436</u>	<u>13,436</u>
	24,008	42,288

PARTNERS' CAPITAL

	<u>674,745</u>	<u>752,938</u>
	<u>\$ 698,753</u>	<u>\$ 795,226</u>

Approved by the Board of Directors of the General Partner:



Director



Director

NORTH ISLAND COMMUNITY FOREST LIMITED PARTNERSHIP

Notes to Financial Statements

December 31, 2021

1. Statutes of Incorporation and Nature of Activities:

The North Island Community Forest Limited Partnership (the "Partnership") was formed in British Columbia on April 15, 2011. The limited partners of the Partnership and their respective partnership unit holdings are; the Village of Port Alice (33%), the District of Port Hardy (33%) and the Town of Port McNeill (33%). The general partner of the Partnership is North Island Community Forest Ltd. (the "General Partner"), which holds 1% of the outstanding partnership units.

The Partnership has a 25 year agreement with the Province of British Columbia to operate a community forest with a quota of 52,000 cubic meters per 5 year period for the benefit of the Village of Port Alice, the District of Port Hardy and the Town of Port McNeill.

2. Significant Accounting Policies:

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for private enterprises (ASPE). The Partnership is governed by the Board of Directors of its General Partner, North Island Community Forest Ltd., and the municipalities who are partners within it and as a government business enterprise controlled by municipalities, the Partnership should be reporting under International Financial Reporting Standards (IFRS). Consequently, the basis of accounting used in these financial statements materially differs from IFRS.

Cash

Cash consists of cash on hand and balances held with chartered banks. Guaranteed Investment Certificates redeemable within one year are classified as cash equivalents.

Revenue Recognition

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

Income Taxes

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

Financial Instruments

Measurement of financial instruments

The entity initially measures its financial assets and liabilities at fair value. The entity subsequently measures all its financial assets and financial liabilities at amortized cost. Financial assets measured at amortized cost include cash and cash equivalents and GST receivable. Financial liabilities measured at amortized cost include accounts payable and accrual for silviculture liabilities.

Use of Estimates

The preparation of financial statements in conformity with ASPE requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. These estimates are reviewed periodically and adjustments are made to income as appropriate in the year they become known. Actual results could differ from those estimates. Significant estimates include the accrual for silviculture liabilities.