

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY DECEMBER 14, 2022, at 7:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



(1) CALL TO ORDER

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

(2) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for December 14, 2022, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.

(3) DELEGATIONS:

(4) MINUTES:

Pg 3-4 a.) *THAT the Minutes from the Regular Meeting of November 23, 2022, be approved*

(5) COMMUNICATIONS:

Pg 5 a.) Congratulations on election from Honourable Mobina S.B. Jaffer
October 18, 2022, Letter from Senator Mobina Jaffer

Pg 7-8 b.) North Island TSA TSR – Public Discussion Paper Review and Comment
December 6, 2022, Letter from Ministry of Forests, James Carroll and Murray Estlin

(7) REPORTS:

Pg 9-31 a.) Rural Economic Diversification and Infrastructure Program
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 33-35 b.) Financial Plan Process
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 37 c.) Fire Chief's Report for November 2022
November 2022, Report from Jerry Rose, Fire Chief

Pg 39-43 d.) Accounts Payable Listing for October 2022
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 45-51 e.) Summary of Revenue and Expenses for October 2022
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 53 f.) Canada Summer Jobs Program Application
December 1, 2022, Report from Tanya Spafford, Administrative Assistant

(8) BYLAWS:

Pg 55-73 a.) Bylaw 677, Procedure Bylaw

Recommendation:

THAT Bylaw 677, Procedure Bylaw receive second and third reading.

Pg 75-76 b.) Bylaw 676, Borrowing Bylaw

Recommendation

THAT Bylaw – 676, Borrowing Bylaw be given final reading and adoption.

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY DECEMBER 14, 2022, at 7:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



(9.) QUESTION PERIOD:

(10.) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held December 14, 2022, be adjourned

VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY NOVEMBER 23, 2022
AT COUNCIL CHAMBERS, VILLAGE OFFICE



Present Mayor Kevin Cameron
Councillor Holly Aldis
Councillor Russell Murray
Councillor David Stewart
Councillor Sean Watson

Absent

Staff Bonnie Danyk CAO / CFO
Ryan Nicholson, Economic Development Officer
Tanya Spafford, Administrative Assistant

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

97/22
Resolution
for closed
mtg

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

Section 90 1 (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

RECONVENED - 7:00pm

98/22
Adoption of
Agenda

ADOPTION OF AGENDA:

Moved, Seconded and CARRIED

THAT the Agenda for the Meeting of the Village of Port Alice for November 23, 2022, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.

DELEGATION: Brian Grover, Request to form a task force regarding bear issues to plan for dumpster repair, dumpster purchase, Enclosures, etc. to send back to Council.
Ideas for funding; Crowd Funding, Lotto,

99/22
Minutes of
November 9,
2022

MINUTES:

Moved, Seconded and CARRIED

THAT the Minutes from the Inaugural Meeting of November 9, 2022, be approved.

COMMUNICATIONS:

CUPE Local 873- Ambulance Paramedics

November 4, 2022, Letter from Troy Clifford, Ambulance Paramedics of BC

100/22
Motion to
request
meeting

Moved, Seconded and CARRIED

THAT Troy Clifford, from Ambulance Paramedics of BC, be invited to meet with Council.

Vancouver Island North Tourism Advisory Committee 2023-2024 Municipal appointment

November 16, 2022, email from Natalie Stewart, Tourism Coordinator

101/22
VINTAC
Appointment

Moved, Seconded and CARRIED

THAT David Stewart be appointed to the Vancouver Island North Tourism Advisory Committee for 2023-2024.

NEW BUSINESS:**REPORTS:**VIEA Economic Summit

October 31, 2022, Report from Ryan Nicholson, Economic Development Officer

Fire Chief's Report for October 2022

October 2022, Report from Jerry Rose, Fire Chief

Accounts Payable Listing for September 2022

November 16, 2022, Report from Bonnie Danyk, CAO/CFO

Summary of Revenue and Expenses for September 2022

November 16, 2022, Report from Bonnie Danyk, CAO/CFO

Procedure Bylaw Amendments

November 18, 2022, Report from Bonnie Danyk, CAO/ CFO

BYLAWS:Bylaw 677, Procedure Bylaw

Moved, Seconded and CARRIED

THAT Bylaw 677, Procedure Bylaw receive First Reading

103/22
Bylaw 677,
Procedure
Bylaw

Bylaw 676, Borrowing Bylaw

Moved, Seconded and CARRIED

THAT Bylaw – 676, Borrowing Bylaw be given First, Second and Third Reading

104/22
Borrowing
Bylaw

QUESTION PERIOD:**ADJOURNMENT:**

Moved, Seconded and CARRIED

THAT the Regular meeting of the Village of Port Alice held November 23, 2022, be adjourned at 7:30 pm

105/22
Adjournment

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held November 23, 2022.

Mayor

Chief Administrative Officer

THE HONOURABLE MOBINA JAFFER, K.C.
SENATOR – BRITISH COLUMBIA



L'HONORABLE MOBINA JAFFER, C.R.
SÉNATRICE – COLOMBIE-BRITANNIQUE

October 18, 2022

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

Dear Mr Mayor,

Please accept my sincerest congratulations on your successful campaign in the 2022 election.

As a BC Senator, I look forward to working with you to serve British Columbians.

Best wishes for your success as you prepare to take up the responsibilities and challenges of your high office.

Sincerely,

The Honourable Mobina S.B. Jaffer, K.C.
Senator for British Columbia



File or Reference: 12820-20/048 - Public Review

December 6, 2022

Re: NORTH ISLAND TSA TSR – PUBLIC DISCUSSION PAPER REVIEW AND COMMENT

To Whom It May Concern:

In July 2020, you received notification that a Timber Supply Review (TSR) on the North Island Timber Supply Area (TSA) was being initiated. First Nations, forest licensees, and the public were invited to review and provide comments on the Data Package (DP) between July 15 and September 28, 2020. We are now inviting you to review and provide comments on the Timber Supply Analysis Public Discussion Paper (PDP) **between December 6, 2022 and February 20, 2023.**

The North Island TSA, located on the northern half of Vancouver Island, was created in January 2017 when the *Great Bear Rainforest (Forest Management) Act* and regulations came into effect. Under the regulations, this new TSA was created from the Vancouver Island portions of the former Kingcome and Strathcona TSAs. The TSA land base area affected by this AAC decision is approximately 714,726 hectares (522,557 forested hectares) and it is administered by the Campbell River Natural Resource District (DCR) office in Campbell River, and the North Island-Central Coast Natural Resource District (DNI) office in Port McNeill.

The DP provided a general description of the TSA, a brief history of the TSA, and a draft of the data and management assumptions that are being applied in timber supply analysis.

The timber supply review is now moving into completion of its second main component, the timber supply analysis, summarized in the PDP. The PDP provides a general description of the TSA, harvest forecasts and alternative timber flows. It provides the province's chief forester with information required to determine the allowable annual cut (AAC) — the maximum volume of timber to be harvested from the TSA each year — for the next 10 years.

The DP and PDP, along with links to additional information on both the North Island TSA and the TSR process can be found at the following website: [North Island TSA](#)

The PDP may also be reviewed (by appointment only) between 8:30am and 4:30pm at the following Ministry of Forests (FOR) Districts, below. Please note that meetings to review the data package may be held via phone or video conferencing, depending on how the covid-19 restrictions develop in terms of allowing members of the public in district offices:

- Campbell River, 370 South Dogwood Street, Campbell River, Ph (250) 286-9300
- North Island – Central Coast, 2217 Mine Road, Port McNeill, Ph (250) 956-5000

Please email or mail your written comments to:

James Carroll, Stewardship Forester
370 South Dogwood Street
Campbell River, BC V9W 6Y7
Email: James.Carroll@gov.bc.ca

Murray Estlin, Stewardship Forester
P.O. Box 7000
Port McNeill, BC V0N 2R0
Email: Murray.Estlin@gov.bc.ca

Please provide comments prior to February 20 2023. The chief forester will consider public input, and other information required under the Forest Act when a new AAC is determined.

Thank you again for your interest in the North Island TSA TSR.

Sincerely,



James Carroll, RPF
Stewardship Forester, FOR - DCR



Murray Estlin, RPF
Stewardship Forester, FOR - DNI

Attachment(s): Overview Map of the North Island TSA

pc: Erin Moore, Timber Supply/Geomatics Forester, Forest Analysis and Inventory Branch



VILLAGE OF PORT ALICE REPORT TO COUNCIL

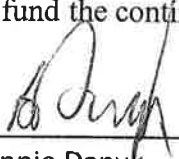
To: Mayor and Council
From: CAO / CFO
Date: December 6, 2022
Subject: Rural Economic Diversification and Infrastructure Program

The new Rural Economic Diversification and Infrastructure Program (REDIP) grant applications opened in November. The program has three streams: Economic Diversification, Economic Capacity and Forest Impact Transition. Only one stream may be applied for.

The Economic Capacity stream is aimed at building the economic capacity of small rural communities to provide or support economic diversification. The maximum funding amount is \$100,000 over two years.

I am proposing that we apply to the REDIP: Economic Capacity stream to fund the Economic Development Officer position for two years at \$50,000 per year. The funding from ICET for this position ran out in November, Ryan has started several projects and has been a valuable asset to our office team and I would like to continue his employment.

RECOMMENDATION: THAT staff apply to the REDIP: Economic Capacity Stream for \$100,000 to fund the continuation of the Economic Development Officer position for two years (2023-2024).



Bonnie Danyk
CAO / CFO

From: Minister, JERI JERI:EX <JERI.Minister@gov.bc.ca>
Sent: Monday, November 28, 2022 11:23 AM
To: cao@portalice.ca
Subject: Announcing Rural Economic Diversification and Infrastructure Program

Ref: 160840

Good morning:

I am writing to share great news about the launch of a new Provincial Government program to support economic development in your community.

Effective immediately, the Rural Economic Diversification and Infrastructure Program (REDIP) is open for applications.

Communities like yours can receive funding through three program streams:

- Economic diversification – Projects that plan or implement programs, services, and infrastructure to support economic development and diversification in communities with populations of 25,000 or less (maximum funding per project: \$1 M).
- Economic capacity – Projects that build local capacity and improve communities' ability to support economic development and diversification for communities with populations of 2,500 or less (maximum funding per project: \$100,000).
- Forest impact transition – Projects that support economic recovery and diversification in forest-dependent communities (maximum funding per project: \$500,000).

Program details and the online application form are available

at: <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/support-organizations-community-partners/rural-economic-development/redip>. Applications will be received until January 4, 2023. For more information, please call 250 356-7950 or email ruraldevelopment@gov.bc.ca. Additionally, Ministry staff are located throughout the province to support your communities with economic development planning. Find your Regional Manager's contact information at: <https://www2.gov.bc.ca/gov/content/employment-business/economic-development/support-organizations-community-partners/regional-economic-operations>.

I am thrilled to share this opportunity for access to dedicated funding for rural and Indigenous communities in British Columbia. These programs will support rural economic development projects that promote economic capacity building, economic diversification, resilience, clean economy opportunities, and infrastructure development across BC.

Sincerely,

Ravi Kahlon
Minister of Jobs, Economic Recovery
and Innovation



PROGRAM GUIDE



BRITISH
COLUMBIA

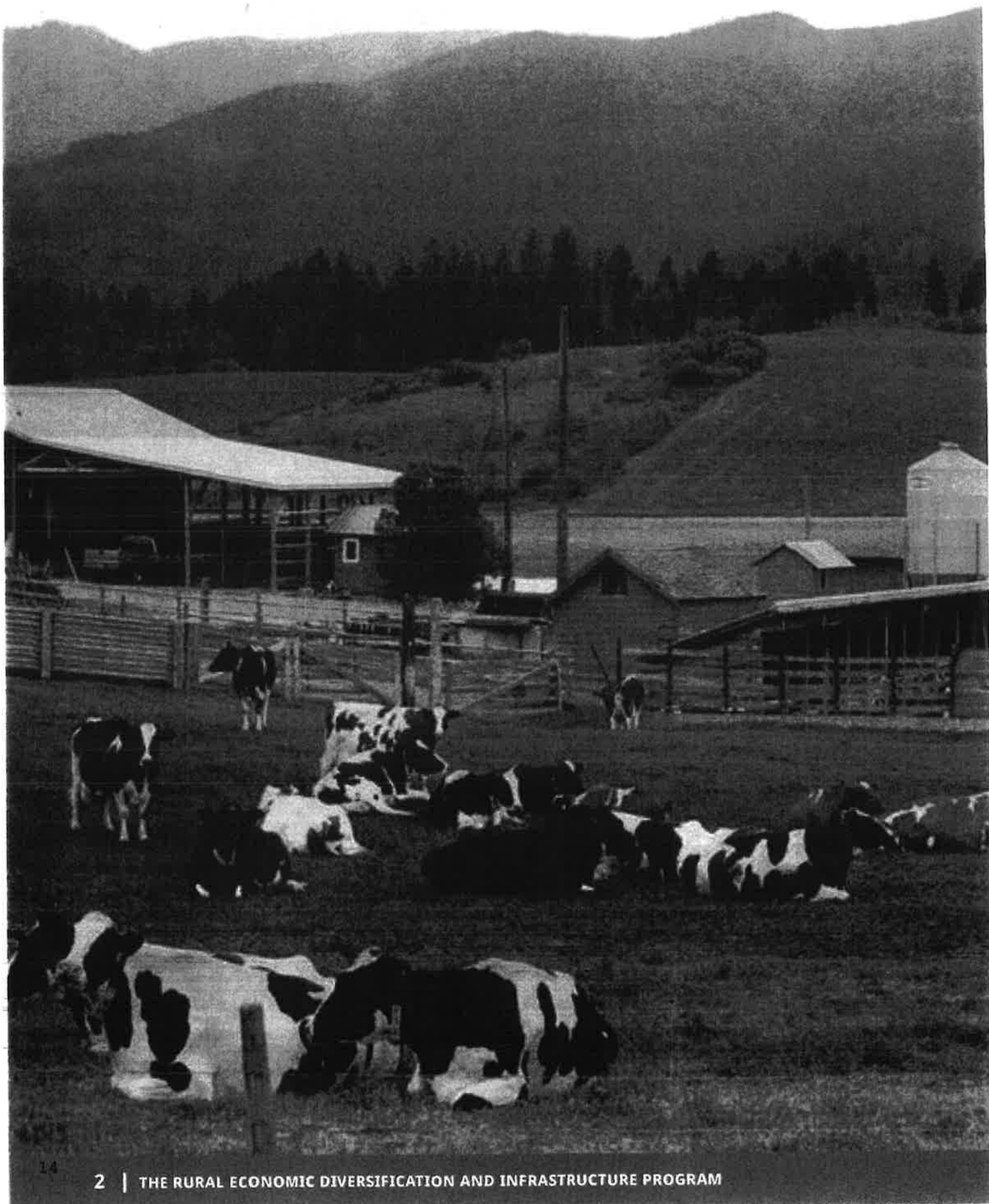


Ministry of
Jobs, Economic Recovery
and Innovation

Rural Economic Diversification and Infrastructure Program

REDIP

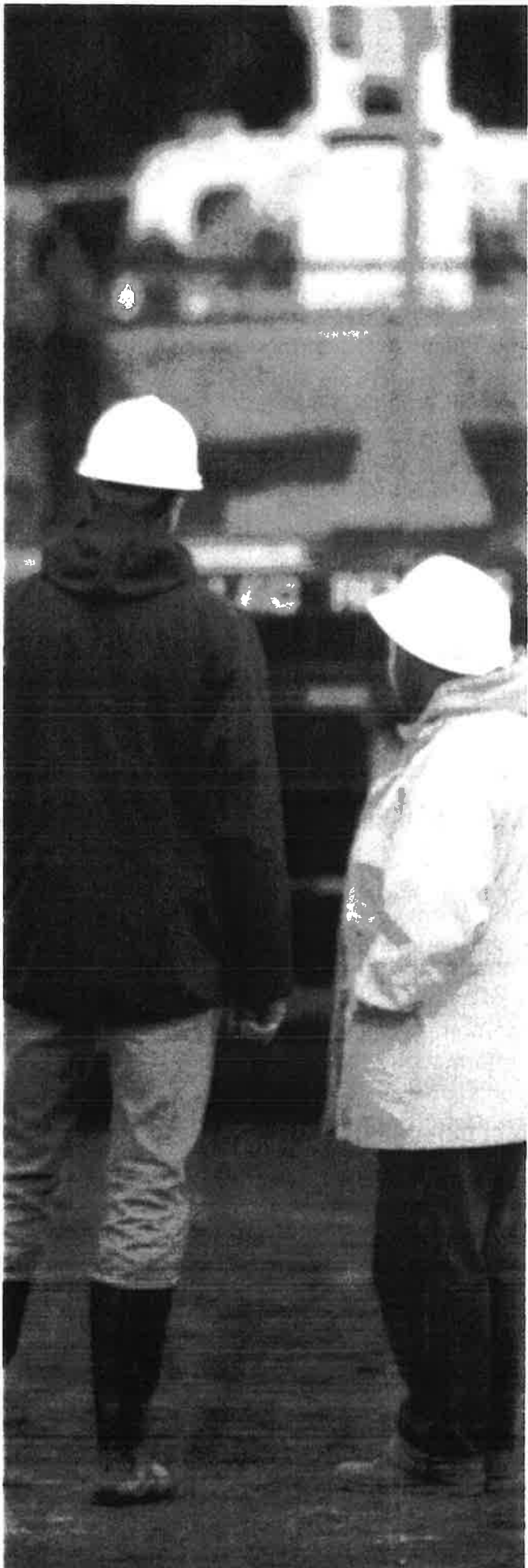






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Program Overview |

The Rural Economic Diversification and Infrastructure Program (REDIP) supports rural economic development projects that promote economic capacity building, economic diversification, resilience, clean economy opportunities, and infrastructure development.

Applications must be submitted through the online system at gov.bc.ca/redip. Intake opens November 15, 2022.

Submit the complete application package by January 4, 2023 by 1:00PM PST. Applications will not be accepted after this date.

Both MS Word and PDF versions of the application form is available to help with preparing an application. If further support is required, refer to page 18, [Application Support](#).

Funding Categories |



Economic Capacity (REDIP-EC)

Helps communities build internal capacity for economic development.

Maximum Funding Per Project

Up to \$50,000/year
for two years*

Percentage of Project Costs Eligible for Funding 100%

**Successful applicants may receive up to \$50,000 in year one. Remaining funding are released in year two upon submission of a progress report.*

Economic Diversification (REDIP-ED)

Funds projects that promote economic diversification and development.

Development Grant

Maximum Funding Per Project

\$100,000

Percentage of Project Costs Eligible for Funding

80%

Implementation Grant

Maximum Funding Per Project

\$1 million

Percentage of Project Costs Eligible for Funding

80%



Forest Impact Transition (REDIP-FIT)

Supports economic recovery and transition in communities affected by impacts in the forest sector.

Maximum Funding Per Project

\$500,000

Percentage of Project Costs Eligible for Funding

100%



Who Can Apply |

Eligibility Requirements:

- The proposed project must directly serve the applicant's community(ies).
- Where multiple communities collaborate and the project serves multiple communities, each applicant community must meet the eligibility requirements of the funding category. However, their combined population can be larger.
- Population size will be determined using Statistics Canada 2021 Census Data. Communities with populations up to 500 over the respective limits are eligible to apply.
- Communities with populations under 25,000 in the CRD and Metro Vancouver areas can contact the program office to request an exception.

Eligible Project Locations |

REDIP-ED Eligible Project Communities

- Indigenous and non-Indigenous communities with populations of 25,000 or less outside of Metro Vancouver and the Capital Regional District

REDIP-EC Eligible Project Communities

- Small rural communities with populations of 2,500 or less outside of Metro Vancouver and the Capital Regional District
- All Indigenous communities and organizations outside of Metro Vancouver and the Capital Regional District

REDIP-FIT Eligible Project Communities

- Indigenous and non-Indigenous communities located outside of Metro Vancouver and the Capital Regional District experiencing or anticipating impacts of changes in the forest sector, including old growth deferrals
- As part of the application process, applicants to REDIP-FIT will be asked to self-identify ongoing, acute or anticipated impacts. Please refer to page 17 for more information

Who Can Apply (Cont.)

Economic Capacity and Economic Diversification

Forest Impact Transition

Eligible Lead Applicants

- Local Governments
- Regional Districts
- Indigenous communities and organizations
- Indigenous Development Corporations
- Not-for-profits

- Local Governments
- Regional Districts
- Indigenous communities

Lead applicants can formally delegate project to a partner organization

Ineligible Lead Applicants

- Federal entities, including federal Crown Corporations
- Applicants not operating within the Province of British Columbia
- Businesses
- A political party, political action group or lobby group
- Registered charities

- All ineligible lead types for REDIP-EC and REDIP-ED
- Not-for-profits
- Indigenous Development Corporations

Eligible Partners (Optional; no limit)

- All types of eligible lead applicants
- Non-Indigenous Development Corporations
- Industry organizations
- Businesses*
- Community Foundations
- Post-secondary institutions

- All types of eligible lead applicants
- Not-for-profits
- Indigenous Development Corporations

Ineligible Partners

- Entities owned by, or that own the applicant organization
- Entities owned by the same parent organization as the applicant

** For-profit entities can serve as partners with an eligible applicant as long as the proposed project identifies broad community benefits and does not negatively impact other businesses.*



Who Can Apply (Cont.) |

Partners must:

- Have an active role in the project but are not required to contribute financially.
- Provide proof of partnership confirming their role and commitment to the project (such as an email or letter).

Application Limit:

- Lead applicants can submit an application for only one funding category per intake - i.e. **REDIP-EC**, **REDIP-ED** OR **REDIP-FIT**
- Regional districts can submit one application for REDIP for each eligible Electoral Area.
- Regional districts must clearly identify which community(ies) or unincorporated area(s) they are applying on behalf of.
- For **REDIP-ED**, regional districts can submit applications on behalf of the whole district if the total population is less than 25,000.
- Eligible partners can be partners on multiple projects.
- Projects that are unable to be funded through one funding category may be considered for funding through the other two funding categories.



What Types of Projects are Eligible? |

Projects must meet all applicable federal and provincial environmental legislation and standards including consultation with Indigenous nations.

It is the applicant's responsibility to obtain any required approvals and permits.

Economic Capacity:

Aims to build the economic capacity of small rural communities and provide or improve their ability to support economic diversification (max funding \$100,000).

Eligible project types include:

- Community assessment projects such as identifying community economic development capacity, community needs and/or opportunities.
- Capacity building projects such as strengthening local economic development capacity through targeted coaching, job shadowing, mentorship, and/or professional development.
- Engagement projects such as community consultation, project identification and/or fostering in-house economic development services and resources.
- Staff recruitment and retention projects such as ones that reduce staff turnover, enhance stability, or temporarily increase staff positions, time and/or resources.

Economic Diversification:

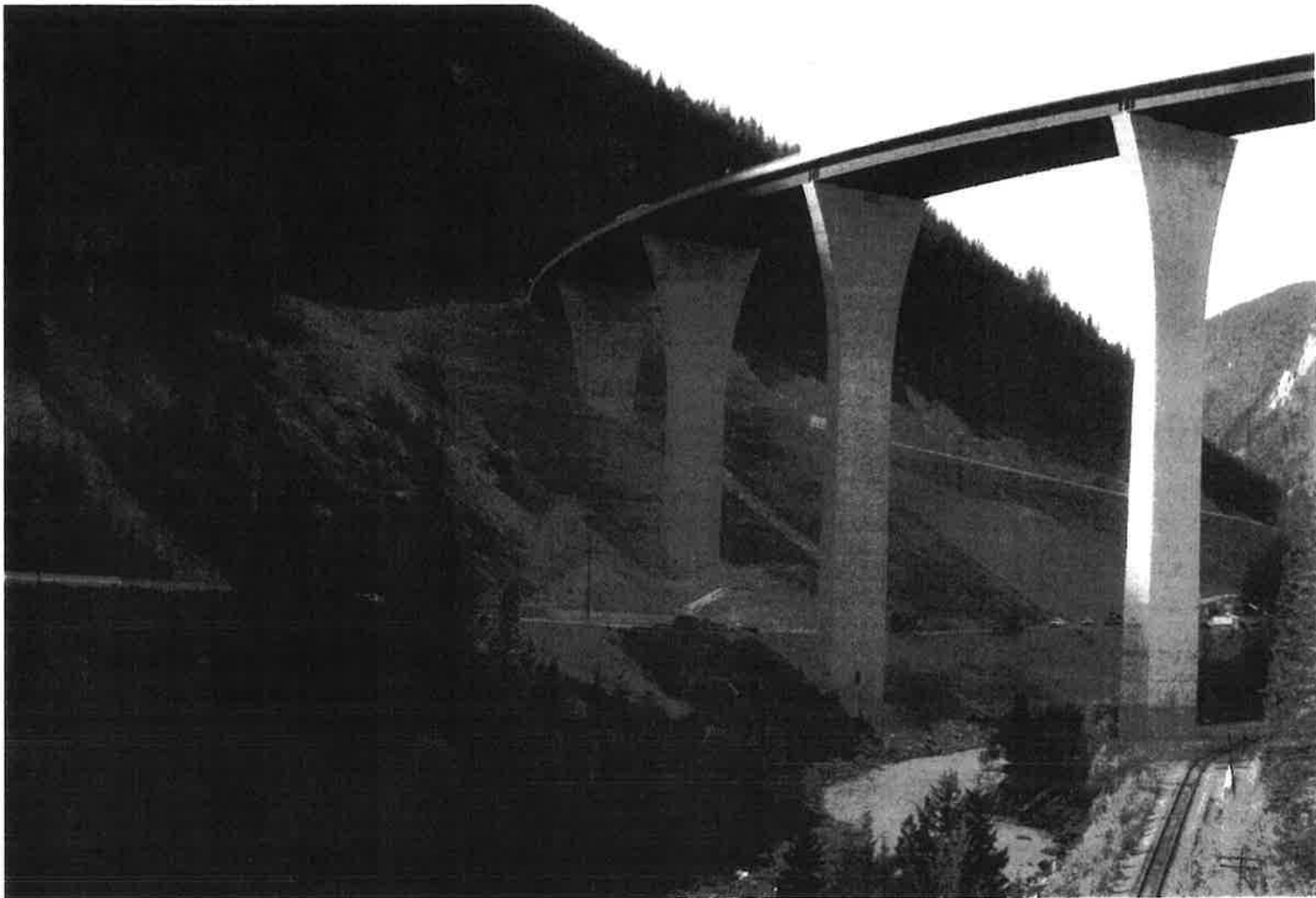
REDIP-ED has two types of grants. The **Development** grant aims to support the planning of programs, services and infrastructure projects (max funding \$100,000).

The **Implementation** grant aims to fund the implementation of programs or services, or the construction of infrastructure resulting in new, upgraded or preserved local asset(s) (max funding \$1,000,000).

Forest Impact Transition:

REDID-FIT applicants may submit projects that are eligible under REDIP-ED. (max funding \$500,000).

Information continued on page 15



Economic Diversification - Eligible Projects (Cont.):

	DEVELOPMENT	IMPLEMENTATION
Soft Infrastructure	<ul style="list-style-type: none"> • Feasibility studies. • Business plans. • Program design. • Service planning. 	<ul style="list-style-type: none"> • New or enhanced programs or services related to related to workforce development, business development, and industry/sector development, retention, and expansion.
Hard Infrastructure	<ul style="list-style-type: none"> • Infrastructure design including architecture, engineering, assessment costs, and planning. 	<ul style="list-style-type: none"> • Construction of a new asset or the upgrading of an existing asset to support the development, stability, and scaling up of businesses. • Assets to support sector development, and investment attraction.

Creating a Project Budget

To be eligible, project costs must:

- Directly benefit and be essential to the project.
- Be reasonable and accurately estimated.

All project related costs must be included in the project budget. Eligible costs refers to project costs eligible for funding through REDIP. Ineligible costs must be included but funded through the applicant contribution or other funding sources.

Eligible Funding Costs

General Costs

Eligible

- Costs incurred after approval and on or before the project completion date
- Capital purchases essential to project implementation
- Staff salaries in the lead or partner organization(s) working directly on project activities :
 - REDIP-EC up to 100% of total project costs
 - REDIP-ED and REDIP-FIT up to 15% of total project costs

Ineligible

- Any unpaid costs including invoices or holdbacks
- Accrued costs
- Goods or services costs which are received through donations or in kind
- Costs incurred prior to approval date and after project completion date
- Land acquisition
- GST and PST
- Financing costs and interest charges

Construction/Materials Costs

Eligible

- Insurance related to construction
- Equipment and/or furnishing essential to project operations
- Utility, electrical, sanitary sewer, and storm sewer set-up/connection services to project site

Ineligible

- Liability insurance for directors
- General routine, cyclical repairs and maintenance
- Traditional municipal infrastructure (roads, sidewalks, etc.)



Professional Costs

Eligible

- Consulting services
- Project management
- Design/engineering costs
- Environmental reviews
- Archaeological assessments

Ineligible

- Cost associated with necessary permits and building approvals
- Legal costs
- Project-related professional fees payable to the eligible applicant
- Academic research that does not deliver concrete actions or tangible benefits

Communication Activities Costs

Eligible

- Indigenous consultation
- Culturally relevant hospitality costs as part of the consultation process
- Communications, marketing or promotion-related costs
- Travel, accommodation and meals related to the project based on government per diem rates

Ineligible

- Gifts
- Direct meeting and/or lobbying of any level of government
- Expenses relating to hosting conferences or large community events
- Remuneration and travel of elected officials
- International travel requires a special review to determine eligibility
- Alcohol

Applicant Contribution

Applicants to **REDIP-EC** and **REDIP-FIT** do not need to provide an applicant contribution.

Applicants to **REDIP-ED** must provide 20% of the total project budget up to \$200,000 as the applicant and/or partner financial contribution. For example, for a project funded \$1,000,000, applicants must contribute at least \$200,000 for a total project budget of at least \$1,200,000

The application will not be assessed if it does not meet the financial contribution requirement. Confirmation of applicant funding commitment may be requested upon review of applications.

Source of Applicant Financial Contribution

The applicant financial contribution may come from:

- Applicants' own funds, including funds obtained through financing
- Funds from not-for-profit organizations, such as development trusts
- Funds from partners
- In-kind contributions (see below)

Funding for the applicant financial contribution cannot come from:

- Other government sources (federal or provincial)

Funding from other government programs (federal or provincial) can contribute to the overall project funding if it is not part of the applicant financial contribution.

In-kind Contributions

The applicant in-kind contributions:

- May be up to 10% of the applicant's financial contribution
- May include goods and services donated to a project by the eligible applicant and/or eligible partners (e.g., staff time, use of space or equipment).
- Must be clearly identified in the budget form
- Must be valued at fair market value

Other Sources of Funding

Applicants must clearly outline the amount and source of all project funding. Verification of these funding sources may be requested through the assessment process.





Examples	Total Project Budget	Program Contribution	Applicant Contribution*	Other Sources of Funding
Development Grant Example 1	> \$100,000	> \$80,000 (80%)	> \$20,000 minimum (Can include up to \$10,000 in-kind)	\$0
Development Grant Example 2	> \$150,000	> \$100,000 (maximum amount)	> \$30,000 minimum (Can include up to \$15,000 in-kind)	\$20,000
Implementation Grant Example 1	> \$1,000,000	> \$800,000 (80%)	> \$200,000 minimum (Can include up to \$100,000 in-kind)	\$0
Implementation Grant Example 2	> \$1,500,000	> \$1,000,000 (maximum amount)	> \$250,000 (Can include up to \$100,000 in-kind)	\$250,000

**20% minimum confirmed contribution (up to \$250,000) direct from applicant required - up to 10% of this can be provided in-kind. Project costs not covered by REDIP funding and direct applicant contribution can be covered by other sources of funding such as federal grants.*

Project Timelines

Project timelines must meet the following timeframes:

	Economic Capacity	Economic Diversification and Forest Impact Transition
Project Start	<ul style="list-style-type: none"> Project activities must start within six months of approval and acceptance of funds. 	<ul style="list-style-type: none"> Project activities must start within one year of approval and acceptance of funds.
Project Completion	<ul style="list-style-type: none"> Year 1 activities must be completed within one year of project start. Year 2 activities must be completed within a year of approval and acceptance of Year 2 funding. 	<ul style="list-style-type: none"> Project activities must be completed within two years of project start (i.e., one construction season)

- When applying for a single phase of a larger infrastructure project, the phase must independently result in outcomes which align with REDIP objectives and be useable infrastructure even if subsequent phases do not proceed.
- Project timelines should consider relevant supply chain delays, permit approval timelines and availability of contractors and consultants.

Supporting Documentation

Applications require the following documentation:

- Project budget (completed using the REDIP-EC or REDIP-ED/FIT budget template)
- Partnership letter(s) (only if partners are listed)

The following documents may be added to an application, as applicable:

- Quotes
- Project plans
- List of permits or approvals needed
- Funding confirmation or commitment

How Applications will be Assessed

The following merit-based process is used to evaluate applications:

- The REDIP application is received online and is reviewed for eligibility.
- The assessment panel evaluates eligible applications using the assessment criteria below and determines the level of funding and/or conditions on payment of awards.
- Program staff may conduct due diligence with other ministries to gather expert feedback regarding the feasibility and/or funding of proposed projects. Experts may review project-specific information provided in the application form.
- The program area informs each applicant of the assessment panel's decision. Decisions are expected on or before March 31, 2023.

Component	Criteria	Scoring		
		EC	ED	FIT
Project Need	<ul style="list-style-type: none"> • Describes the details of the project clearly and demonstrates why the project is needed. 			
	<ul style="list-style-type: none"> • Preference will be given to Indigenous, small and remote communities; and communities that identify/exhibit the strongest need for support with economic development capacity. 	20	14	10
Project Benefits	ALL FUNDING CATEGORIES: <ul style="list-style-type: none"> • Identifies clear and tangible community benefits resulting from the project. • Clearly describes how/why project activities will achieve intended outcomes. 			
	REDIP-ED AND REDIP-FIT <ul style="list-style-type: none"> • Identifies and clearly demonstrates how the project will bring economic benefits to the community. • Details how the project will help create good, sustainable jobs in the community. • If project includes infrastructure costs, describes why it is needed to support community economic development. 	14	30	20
Project Timeline	<ul style="list-style-type: none"> • Demonstrates that the project is thoroughly planned and ready for implementation. 			
	<ul style="list-style-type: none"> • Includes information on any permits, permissions or other steps that are required for the project to be implemented and completed. • Provides clear project milestones, with appropriate timelines, and describes how they will be completed successfully. 	10	10	8

Project Budget	<ul style="list-style-type: none"> • Contains detailed descriptions and accurate estimates of projects costs. • Demonstrates costs are direct and essential to project implementation and are clearly linked to project activities described in the application. 	10	15	15
Project Risk & Feasibility	<p>ALL FUNDING CATEGORIES:</p> <ul style="list-style-type: none"> • Demonstrates clear consideration for potential environmental impacts and presents mitigation strategies. • Identifies potential risk factors (cost overruns, timeline delays) and sufficient mitigation strategies. <p>REDIP-ED AND REDIP-FIT:</p> <ul style="list-style-type: none"> • Demonstrates that the organization has the resources and skills to complete the project. 	6	11	11
Community Support / Planning	<ul style="list-style-type: none"> • Provides strong linkages between project activities and community planning. 	10	10	8
Diversity, Inclusion and Reconciliation	<ul style="list-style-type: none"> • Demonstrates that the project has the support of Indigenous and non-Indigenous communities. • Demonstrates organizational commitment to diversity, inclusion and Indigenous reconciliation. • Considers the potential impacts of the project on all community members. 	10	10	8
Applicant Self-assessment	<ul style="list-style-type: none"> • Preference will be given to organizations or communities with limited capacity to address economic development challenges. 	20	-	-
Forest Impacts	<p>REDIP-EC AND REDIP-ED:</p> <ul style="list-style-type: none"> • Forest Impacts questions will not affect the scoring. Some projects submitted under these streams may be considered for funding under REDIP-FIT. <p>REDIP-FIT:</p> <ul style="list-style-type: none"> • Applicants must self-identify recent, ongoing or anticipated forest sector economic impacts to be eligible for funding. 	-	-	20
Total		100	100	100

Receiving REDIP Funding |

Grant Agreements

Awarding of funding to successful applicants is conditional upon finalization of a grant agreement that sets out the terms and conditions of the funding. The program reserves the right to award partial contributions of the total funding request.

- Successful **REDIP-EC** applicants receive an initial payment upon signing of the grant agreement and the remaining payment in year two, conditional on the submission of a progress report.
- Successful **REDIP-ED/FIT** applicants receive a one-time grant payment upon signing of the grant agreement.

The total amount of the grant payable will not exceed the amount noted in the grant agreement. The recipient is responsible for all costs over and above the grant amount, including cost overruns, ineligible/eligible costs, ongoing maintenance and operating costs associated with the operations of the completed project.

Reporting

As per the grant agreements, funding recipients are required to submit project progress reports and a final report that outlines the project's performance and outcomes. Further details on reporting requirements will be provided to successful applicants.

Recognition of Provincial Funders

Recognition of funding support from the Province of British Columbia should be acknowledged in all promotional events and materials, both print and online. The approved provincial logo and graphics standards are [available online](#) in a variety of ready-to-use digital formats.

The grant agreement for successful applicants has further information on requirements.

Confidentiality and Support |

Freedom of Information

Applications submitted under the program are subject to the Freedom of Information and Protection of Privacy Act. The information being collected is for the purpose of administering the program and evaluating eligibility under the program. The names and locations of successful award recipients may be published, along with the amount of the award, in various communications and promotional vehicles in the Province of British Columbia. Applications, in whole or in part, may be shared with other provincial ministries as part of the due diligence process.

Conflict of Interest/Confidentiality

All documents received by the program are treated as confidential. Program staff uphold the standards for conflict of interest and confidentiality required by all B.C. public service employees.

Contact Information and Application Support

If you have a question that is not addressed in this program guide or the website (gov.bc.ca/redip), support is available from program staff at ruraldevelopment@gov.bc.ca or by calling 250-356-7950.

Appendix A: Definitions

- Indigenous communities and organizations:
 - A band council within the meaning of Section 2 of the Indian Act
 - An Indigenous development corporation;
 - A First Nation, Inuit or Métis government or authority established pursuant to a self-government agreement or a comprehensive land claim agreement between His Majesty the King in Right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation;
 - A First Nation, Inuit or Métis government that is established by or under legislation whether federal or provincial that incorporates a governance structure; or
 - An incorporated not-for-profit organization whose central mandate is to improve Indigenous outcomes, working in collaboration with one or more of the Indigenous entities referred to above, a local government, or British Columbia.
- Local government:
 - An incorporated municipality; or
 - A regional district applying for an electoral area or unincorporated community.
- Not-for-profit:
 - An organization incorporated as a not-for-profit corporation or society formed under an Act of Canada or the Province of British Columbia and in good standing under the relevant Act;
 - Not-for-profit co-operatives incorporated as community service co-ops under the B.C. Co-operative Association Act are considered eligible as a not-for-profit organization.
 - Operating primarily for community benefit, and a provider of programs that benefit the community and not solely its members' interest.



Ministry of
Jobs, Economic Recovery
and Innovation



BRITISH
COLUMBIA



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor and Council
From: CAO / CFO
Date: December 6, 2022
Subject: Financial Plan Process

Attached to this report is a calendar showing potential meeting dates for Budget Meetings in 2023. In 2022 meetings were held on Saturdays but I am open to other options (weekday evenings or afternoons) if they would work better for Council.

For the initial meeting I would like to discuss priorities, and which grant opportunities we should be pursuing for the next year. I have proposed four budget meetings, but I anticipate that the fourth one in March may not be necessary.

Bonnie Danyk
CAO / CFO

JANUARY

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

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19	20	21	22	23	24	25
26	27	28				

Saturday, January 14, 2023

Budget Planning Session

January 21 @ 10:00 am

1st Budget Meeting

February 4 @ 10:00 am

2nd Budget Meeting

February 18 @ 10:00 am

3rd Budget Meeting

March 4 @ 10:00 am

4th Budget Meeting

MARCH 8

Financial Plan Bylaw 1st Reading

MARCH 22Financial Plan Bylaw Public Meeting and 2nd
& 3rd Reading**APRIL 12**Financial Plan Bylaw Final Reading, Tax Bylaw
1st to 3rd Reading**APRIL 26**

Tax Bylaw Final Reading

MARCH

			1	2	3	4
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19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL

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30						

MAY

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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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29	30	31				

NOVEMBER

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26	27	28	29	30		

DECEMBER

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

VILLAGE OF PORT ALICE

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


Active Members	12	Rescue Calls	0
On Leave	4	Fire Calls	0
New/Recruits **	3	Lift Assist Calls	2
Total	19	Ambulance Assist Calls	0
Mutual Aid Calls	0	Public Relation Events	4
Number Of False Alarms	0	Training Events	1

Practices / Events:

Date	Attendance	Purpose
01Nov22	6	Practice: Pumper Practice
08Nov22	6	Practice: SCBA's & reviewing Bunker Gear with new members
09Nov22	3	Pre School Visit
11Nov22	6	Remembrance Day
13Nov22	2	Lift Assist
15Nov22	3	Practice: Ropes
15Nov22	2	Lift Assist
22Nov22	7	Practice: Structure Firefighter Minimum Training Standards
26Nov22	5	Movember Event & Hall Clean up
28Nov22	3	Legion Christmas Lights
29Nov22	5	Practice: Month End Checks
30Nov22	4	Monthly SCBA's
<u>PAVFD Updates</u>		
Sept 2022		Purchased new road rescue equipment PO #1589
Oct 2022		Received \$5000 donation from WFP to go towards more road rescue equipment, Auto cribbing, road rescue helmets

Fire Chief:

Administrator:



VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR OCTOBER 2022

Total Payment of Accounts: \$211,537.20

Wages Payable: \$44,152.35

Total Accounts Payable Listing \$255,689.55

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
000870	002	07/10/2022	A-045	ALSCO UNIFORM & LI	LNAN849775 LNAN850300	PW Coveralls - rep PW Coveralls	103.90 68.82		172.72	
000871	002	07/10/2022	F-004	FOX'S DISPOSAL SER	39986 39987 39988	Wood Bin pick-up Bin rental and pic Sludge removal	746.76 484.26 221.76		1,452.78	
000872	002	07/10/2022	G-060	GREGG DISTRIBUTORS	011-892883 011-897180 011-900342	Water Supplies Water Supplies Nylon nuts	383.45 27.69 12.98		424.12	
000873	002	07/10/2022	J-067	JOE DOWE ENTERPRIS	536	Knotweed Control	2,520.00		2,520.00	
000874	002	07/10/2022	L-038	LLOYD, BRUCE	09-04-2022	Wage Replacement -	120.00		120.00	
000875	002	07/10/2022	L-084	LADY FAER DESIGNS	INV0414	Office Janitorial	630.00		630.00	
000876	002	07/10/2022	M-145	MCGRAW, DANIEL	Boots 2022	Work Boots	175.00		175.00	
000877	002	07/10/2022	N-072	NORTH ISLAND WASTE	Sept 2022	Sept Garbage Contr	7,355.25		7,355.25	
000878	002	07/10/2022	P-101	MJG ENTERPRISES LT	6787	PW and FD Fuel	1,291.56		1,291.56	
000879	002	07/10/2022	R-003	REGIONAL DISTRICT	3374 3388	Tipping Fees MFA Issue #117	1,169.90 20,468.55		21,638.45	
000880	002	07/10/2022	R-025	LAND TITLE & SURVE	2022-09-28	Tax Sale 2022	76.32		76.32	
000881	002	07/10/2022	T-616	TAMBURINI, AUDIE	4-22	Final Marina Manag	2,500.00		2,500.00	
000882	002	13/10/2022	C-213	CEDAR'S TIMBER SER	1080	Tree Maintenance	3,150.00		3,150.00	
000883	002	13/10/2022	G-060	GREGG DISTRIBUTORS	011-888240 011-896993 011-896992 011-899678	High gloss white Ball Valves Tire insert, quick Heat Tape, Insulat	369.60 117.40 90.51 216.08		793.59	
000884	002	13/10/2022	M-146	Robert Bruce Moore	04-09\2022	6 mths Emergency C	1,410.00		1,410.00	
000885	002	13/10/2022	P-090	PORT ALICE GAS INC	Sept 2022 Sept 2022 CC Mural 01-22	Arena Propane CC Propane Mural Grant	17.07 29.86 1,000.00		1,046.93	
000886	002	13/10/2022	P-246	PARK N PLAY DESIGN	10502	Fitness Equipment	18,072.01		18,072.01	
000887	002	13/10/2022	R-654	RED WILLIAMS WELL	01741 01743	Well #2 Replacemen Well #4 Replacemen	55,247.72 28,493.23		83,740.95	
000888	002	13/10/2022	T-195	TEX ELECTRIC LTD	2863	Lift Station Repai	425.25		425.25	
000889	002	13/10/2022	W-101	WORTHINGTON, JOANN	23082022	Travel Reimburseme	165.00		165.00	
000890	002	13/10/2022	Y-005	Yunker, Jason	13092022	Travel Reimburseme	100.00		100.00	
000900	002	17/10/2022	F-005	F.P. FOODS LIMITED	Aug 22 Fire Dept 09/	VO, PW, CC Supplie Training Lunch	336.86 144.15		481.01	
000899	002	17/10/2022	D-048	DANYK, BONNIE	CC pick up 10	Concession & CC Su	89.93		89.93	
000898	002	17/10/2022	C-166	ICONIX WATERWORKS	C2216098924 C2216098923	Water Line for Kay Water supplies	892.42 1,199.82		2,092.24	
000897	002	17/10/2022	C-010	CAN.UNION OF PUBLI	Sept 2022	Sept Union Dues	1,084.34		1,084.34	
000896	002	17/10/2022	B-231	BACKROAD MAPBOOKS	26913 27062	Mapbooks for resal Mapbooks for sale	495.98 251.37		747.35	
000895	002	17/10/2022	B-154	BROGAN FIRE & SAFE	0428-557576	Calibration Gas Un	115.50		115.50	
000894	002	17/10/2022	A-084	ARRAY	970	Annual Webhosting	490.77		490.77	
000893	002	17/10/2022	A-071	ACE COURIER SERVIC	10615410-1 409394	Pump delivery PW Courier	276.11 129.99		529.04	41

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
					409758	Delivery of Water	122.94			
000892	002	17/10/2022	A-045	ALSCO UNIFORM & LI	LNAN851923	P Coveralls	68.81		68.81	
000891	002	17/10/2022	0-345	ORACH ENTERPRISES	4969	Sludge Removal	1,119.04		1,541.14	
					4996	Port-a-Potty Renta	422.10			
000901	002	17/10/2022	H-006	HOME HARDWARE	371655	Cement, Sealant, I	299.95		390.64	
					372391	Leak detector valv	90.69			
000902	002	17/10/2022	H-046	HARDY BUILDERS' SU	44352B	FD Supplies for do	295.86		501.31	
					45227B	Pipe, elbow, adapt	205.45			
000903	002	17/10/2022	I-101	INNOV8 DIGITAL SOL	IN36736	Copier Charges	215.20		215.20	
000904	002	17/10/2022	J-089	JROCK CONTRACTING	22-24	Repair and replace	152.25		152.25	
000905	002	17/10/2022	K-035	KGC FIRE RESCUE IN	236077	Road Rescue Equipm	9,996.00		9,996.00	
000906	002	17/10/2022	K-036	KASK GRAPHICS	45072	Mayoral Ballots	684.32		684.32	
000907	002	17/10/2022	K-101	KATHY O'REILLY TAY	1908	Election Ads	679.14		2,131.92	
					1949	Tax Sale and Elect	1,452.78			
000908	002	17/10/2022	M-001	MACANDALES	321721	Hose\Couplers\PSI	453.35		1,064.33	
					321720	Harness Assy	39.42			
					322057	KB Broom Attachmen	571.56			
000909	002	17/10/2022	M-011	MINISTER OF FINANC	95070475	PW Courier	114.72		114.72	
000910	002	17/10/2022	M-090	MERRYTRAIL CONTRAC	14092022	Highway mowing	8,683.50		8,683.50	
000911	002	17/10/2022	P-023	PORT HARDY BULLDOZ	13784	Kayak Project mate	3,366.13		3,366.13	
000912	002	17/10/2022	R-003	REGIONAL DISTRICT	3448	Tipping Fees	180.60		2,451.10	
					3479	Tipping Fees and S	2,270.50			
000913	002	17/10/2022	S-369	SUDDEN FUN	14323	Dog Bags	715.05		715.05	
000914	002	17/10/2022	S-432	SHERWIN WILLIAMS C	2308-1	Road Paint	2,236.36		2,236.36	
000915	002	17/10/2022	V-001	VANCOUVER ISLAND R	4th levy	4th Quarter Levy	6,188.50		6,188.50	
000916	002	17/10/2022	V-018	VANCOUVER ISLAND H	S6813-8a	Food Permit CC	75.00		75.00	
000917	002	18/10/2022	D-048	DANYK, BONNIE	MT 10\22	October Meal Ticke	132.00		132.00	
000918	002	18/10/2022	N-102	RYAN NICHOLSON	MT 10\22	October Meal Ticke	33.00		33.00	
000919	002	18/10/2022	T-028	SPAFFORD, TANYA	MT 10\22	October Meal Ticke	132.00		132.00	
Oct 2 2	002	18/10/2022	R-002	RECEIVER GENERAL F	Oct 2 2022		2,066.34		2,066.34	
Oct 202	002	18/10/2022	R-002	RECEIVER GENERAL F	Oct 2022		15,707.47		15,707.47	
Total:							211,537.20	0.00	211,537.20	

Payment Summary		
Description	Qty	Amount
Cheque	50	193,763.39
EFT	2	17,773.81
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	52	211,537.20

*** End of Report ***

VILLAGE OF PORT ALICE
SUMMARY OF REVENUE & EXPENSES FOR OCTOBER 2022

Attached is the detailed report of Revenue and Expenditures for October 2022. 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 October is:

88%

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

Fund	Revenues	Expenditures	Total
General	\$ (1,633,272.50)	\$ 1,205,866.47	\$ (427,406.03)
Water	\$ (56,740.66)	\$ 170,302.95	\$ 113,562.29
Sewer	\$ (124,525.45)	\$ 84,786.36	\$ (39,739.09)
(Surplus)/deficit	\$ (1,814,538.61)	\$ 1,460,955.78	\$ (353,582.83)

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 263,000.00	\$ 237,931.52	90%
[b]	P.W. General	112 120 0101	\$ 201,500.00	\$ 160,274.89	
	P.W. Transfer Stn	112 130 0101	\$ 30,000.00	\$ 9,558.07	
	Recycling Depot Wages	112 130 0106	\$ 25,000.00	\$ 26,640.00	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ 225.00	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 14,299.39	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 10,959.86	
	P.W. Sewer T.P.	312 120 0101	\$ 25,000.00	\$ 26,851.28	
	P.W. Sewer Dist.	312 120 0102	\$ 5,000.00	\$ 4,591.47	
	Sub Total		\$ 339,000.00	\$ 253,399.96	75%
[c]	Recreation	112 160 0101	\$ 92,500.00	\$ 90,221.37	
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 23,000.00	\$ 22,278.95	
			\$ 115,500.00	\$ 112,500.32	97%

Respectfully submitted


 Bonnie Danyk, Finance Officer

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2022
To 31/10/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
REAL PROPERTY TAXES					
1110000100	GENERAL TAXATION	0.00	675,999.88-	676,000.00-	0.12-
1110000101	UTILITY TAX	0.00	15,393.76-	15,000.00-	393.76
1110000102	GRANT-IN-PLACE OF TAXES	6,339.96-	7,647.74-	6,000.00-	1,647.74
	TOTAL REAL PROPERTY TAXES	6,339.96-	699,041.38-	697,000.00-	2,041.38
SALES OF SERVICE & GOODS					
1111000100	GARBAGE RATES & PENALTIES	34,847.45-	74,436.70-	80,000.00-	5,563.30-
1111000103	CEMETERY REVENUE	0.00	720.00-	0.00	720.00
	TOTAL SALES OF SERVICE & GOODS:	34,847.45-	75,156.70-	80,000.00-	4,843.30-
RECREATION SUPPLIES & SERVICES					
1111000210	RUMBLE SHEET REVENUE	0.00	402.00-	1,000.00-	598.00-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	0.00	3,182.00-	4,000.00-	818.00-
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	0.00	543.33-	500.00-	43.33
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	0.00	2,472.70-	3,000.00-	527.30-
1111000220	TOURISM REVENUE	0.00	38.75-	500.00-	461.25-
	TOTAL RECREATION SUPPLIES & SERVICE	0.00	6,638.78-	9,000.00-	2,361.22-
RECREATION FACILITIES RENTAL REVENUE					
1111000319	SEA VIEW ACTIVITY CENTRE	0.00	1,142.86-	0.00	1,142.86
1111000320	COMMUNITY CENTRE REVENUE	2,499.11-	13,001.71-	14,500.00-	1,498.29-
1111000321	CC CONCESSION REVENUE	200.00-	2,686.60-	0.00	2,686.60
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	250.00-	250.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	2,699.11-	16,831.17-	14,750.00-	2,081.17
OTHER REVENUE FROM OWN SOURCES					
LICENCES & PERMITS					
1111100105	CANS AND BOTTLES REVENUE	415.10-	3,550.55-	4,000.00-	449.45-
1111100110	BUSINESS LICENCE FEE REVENUE	115.00-	5,865.01-	5,000.00-	865.01
1111100120	DOG LICENSES/FINES	0.00	510.00-	600.00-	90.00-
1111100130	PERMITS:BUILDING/BURNING	0.00	4,187.00-	2,000.00-	2,187.00
	TOTAL LICENCES & PERMITS	530.10-	14,112.56-	11,600.00-	2,512.56
OTHER REVENUE					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100225	COMMUNITY FOREST REVENUE	0.00	150,000.00-	0.00	150,000.00
1111100230	INTEREST M.F.A. INVESTMENTS	6,345.13-	26,142.23-	10,000.00-	16,142.23
1111100231	BANK BALANCE INTEREST	2,807.53-	8,878.88-	0.00	8,878.88
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	3,281.39-	15,242.72-	0.00	15,242.72
1111100240	TAX PENALTIES	0.00	17,664.08-	4,500.00-	13,164.08
1111100241	TAX ARREARS INTEREST	173.76-	1,163.58-	4,500.00-	3,336.42-
1111100243	TAX CERTIFICATES - Com.Charter - Sec	100.00-	680.00-	1,500.00-	820.00-
1111100246	RECYCLING REVENUE	589.16-	5,072.05-	4,500.00-	572.05
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	200.00-	200.00-
1111100250	MISCELL. REVENUE	155.97	22,337.50-	1,000.00-	21,337.50
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	0.00	349.75-	500.00-	150.25-
1111100255	RUMBLE BEACH MARINA PARKING FEES	0.00	11,334.94-	12,000.00-	665.06-
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	1,295.00	6,049.20-	6,500.00-	450.80-
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	0.00	366.75-	0.00	366.75
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	0.00	767.70-	2,000.00-	1,232.30-
1111100259	MARINA LAUNDRY AND SHOWERS	1,295.00-	1,295.00-	2,000.00-	705.00-
	TOTAL OTHER REVENUE	13,141.00-	267,344.38-	51,700.00-	215,644.38
TRANSFER FROM OTHER GOVERNMENTS					
PROVINCIAL GOVERNMENT & OTHER GRANTS					
1111200110	SMALL COMMUNITY GRANT	0.00	430,000.00-	330,000.00-	100,000.00
1111200111	RDMW - AHART FUNDING	0.00	0.00	5,000.00-	5,000.00-
1111200113	PEP-EMERGENCY & FIRST RESPONDERS FUN	0.00	2,964.90-	0.00	2,964.90
1111200120	CARIP-Carbon Tax 12	0.00	44,082.00-	0.00	44,082.00
1111200122	CANADA SUMMER JOBS	0.00	0.00	7,000.00-	7,000.00-
1111200123	ICE-T: GRANT PROJECTS	0.00	0.00	50,000.00-	50,000.00-
1111200125	NEW DEAL - GAS REVENUE	0.00	43,551.97-	85,000.00-	41,448.03-
1111200131	ECONOMIC DEVELOPMENT PLAN	0.00	24,088.66-	0.00	24,088.66
1111200134	UBCM ESS GRANT	0.00	0.00	5,000.00-	5,000.00-
1111200142	PACIFICAN SIDEWALK GRANT	0.00	0.00	97,500.00-	97,500.00-
1111200143	BIKE TRAILS GRANT	0.00	8,300.00-	0.00	8,300.00

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	TOTAL PROVINCIAL GRANTS :	0.00	552,987.53-	579,500.00-	26,512.47-
FEDERAL GOVERNMENT					
1111200210	CELEBRATE CANADA DAY - GRANT	0.00	1,160.00-	1,100.00-	60.00
	TOTAL FEDERAL GRANTS :	0.00	1,160.00-	1,100.00-	60.00
TRANSFER FROM SURPLUS & TEMP. BORROWING					
1111300009	APPROPRIATION FROM NICF RESERVE	0.00	0.00	25,000.00-	25,000.00-
1111300010	APPROPRIATION FROM SURPLUS [2013]	0.00	0.00	97,000.00-	97,000.00-
1111300013	APPROP. FROM GAS TAX RESERVE	0.00	0.00	80,000.00-	80,000.00-
1111300014	APPROP. FROM DEFERRED REV. BCWIP	0.00	0.00	110,000.00-	110,000.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	0.00	0.00	312,000.00-	312,000.00-
	GRAND TOTAL GENERAL FUND REVENUE :	57,557.62-	1,633,272.50-	1,756,650.00-	123,377.50-
COLLECTIONS FOR OTHER GOVERNMENTS					
1111500100	PROVINCIAL GOV'T SCHOOL TAX	0.00	259,730.11-	0.00	259,730.11
1111500110	REGIONAL DIST. OF MT. WADDINGTON	0.00	57,396.28-	0.00	57,396.28
1111500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	0.00	23,816.44-	0.00	23,816.44
1111500140	B.C. ASSESSMENT AUTHORITY	0.00	4,548.83-	0.00	4,548.83
1111500150	MUNICIPAL FINANCE AUTHORITY	0.00	22.01-	0.00	22.01
1111500160	POLICE TAX	0.00	33,935.40-	0.00	33,935.40
	TOTAL TRANSMISSION OF TAXES :	0.00	379,449.07-	0.00	379,449.07
	GRAND TOTAL GENERAL FUND REVENUE:	57,557.62-	2,012,721.57-	1,756,650.00-	256,071.57
EXPENDITURES					
GENERAL GOVERNMENT					
ADMINISTRATION					
1120000100	COUNCIL INDEMNITY	7,161.64	39,389.02	45,000.00	5,610.98
1120000101	OFFICE STAFF SALARIES & BENEFITS	20,677.17	237,931.52	263,000.00	25,068.48
1120000102	OFFICE STAFF MEDICAL REFERRAL	0.00	350.00	500.00	150.00
1120000104	EDUCATION, TRAINING & SAFETY EXPENSE	0.00	0.00	4,500.00	4,500.00
1120000105	AUDIT FEES AND EXPENSES	0.00	18,300.00	18,500.00	200.00
1120000107	PROFESSIONAL DEVELOPMENT	0.00	1,648.02	4,500.00	2,851.98
	TOTAL ADMINISTRATION :	27,838.81	297,618.56	336,000.00	38,381.44
OTHER EXPENSES					
1120000201	OFFICE INSURANCE	0.00	2,693.01	3,000.00	306.99
1120000202	OFFICE TELEPHONE/FAX	0.00	714.19	3,500.00	2,785.81
1120000203	OFFICE HYDRO	0.00	1,594.68	3,000.00	1,405.32
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	21.58	738.40	3,000.00	2,261.60
1120000205	OFFICE JANITORIAL CONTRACT	960.00	4,905.84	7,200.00	2,294.16
1120000206	LEGAL FEES	0.00	1,772.75	10,000.00	8,227.25
1120000207	IT EXPENSES	490.77	14,559.46	25,000.00	10,440.54
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	2,500.00	2,500.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	0.00	1,758.00	2,000.00	242.00
1120000301	OFFICE POSTAGE	0.00	736.00	1,500.00	764.00
1120000302	OFFICE COURIER/FREIGHT CHARGES	0.00	0.00	100.00	100.00
1120000303	OFFICE STATIONERY	0.00	1,313.14	2,000.00	686.86
1120000304	COMPUTER FORMS & SUPPLIES	0.00	668.75	1,000.00	331.25
1120000305	XEROX LEASE/ADVERTISING	398.00	2,304.00	3,500.00	1,196.00
1120000306	OFFICE ALARM MONITORING	0.00	263.45	300.00	36.55
1120000309	CANON LEASE PAYMENTS	205.59	3,402.95	3,000.00	402.95-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	120.00	1,975.04	10,000.00	8,024.96
1120000402	TOURISM	0.00	2,350.78	10,000.00	7,649.22
1120000403	HERITAGE	440.00	2,200.00	2,000.00	200.00-
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	0.00	0.00	500.00	500.00
1120000406	ELECTION EXPENSE	2,583.17	2,583.17	12,000.00	9,416.83
1120000407	MISCELLANEOUS	0.00	4,231.80	500.00	3,731.80-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	76.32	76.32	200.00	123.68
1120000418	VTN PILOT PROJECT	0.00	0.00	8,000.00	8,000.00
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	0.00	743.78	1,500.00	756.22
	TOTAL OTHER EXPENSES :	5,295.43	51,585.51	115,800.00	64,214.49
	TOTAL GENERAL GOVERNMENT :	33,134.24	349,204.07	451,800.00	102,595.93
PROTECTIVE SERVICES					
FIRE DEPARTMENT					

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1121000101	FIRE FIGHTERS MEMBERS PAY	710.00	6,565.00	10,700.00	4,135.00
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	264.60	500.00	235.40
1121000104	FIRE DEPT TRAINING	144.15	7,144.15	10,000.00	2,855.85
1121000201	FIRE DEPT INSURANCE	0.00	6,900.93	8,000.00	1,099.07
1121000202	FIRE HALL PHONE	0.00	147.74	1,000.00	852.26
1121000204	FIRE HALL HEAT & LIGHT	0.00	2,790.46	6,000.00	3,209.54
1121000205	FIRE HALL MAINT. & FURNISHINGS	9,942.40	16,335.94	3,000.00	13,335.94
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	450.00	2,706.28	5,000.00	2,293.72
1121000207	FIRE DEPT OPERATING SUPPLIES	28.75	7,532.06	5,000.00	2,532.06
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	0.00	1,323.70	1,000.00	323.70
1121000211	FIRE DEPT PROMO	0.00	252.44	4,000.00	3,747.56
1121000212	TF TO FIRE TRUCK RESERVE	0.00	0.00	14,800.00	14,800.00
	TOTAL FIRE DEPARTMENT EXPENDITURES	11,275.30	51,963.30	69,000.00	17,036.70
MUNICIPAL EMERGENCY PROGRAM					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	1,410.00	2,138.52	3,000.00	861.48
1121100102	EMERGENCY PROGRAM SUPPLIES	0.00	308.70	1,500.00	1,191.30
1121100104	EMERGENCY PROGRAM TRAINING	0.00	0.00	1,500.00	1,500.00
1121100202	EMERGENCY TELEPHONE	0.00	1,110.55	2,000.00	889.45
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.:	1,410.00	3,557.77	9,000.00	5,442.23
	TOTAL PROTECTIVE SERVICES	12,685.30	55,521.07	78,000.00	22,478.93
TRANSPORTATION SERVICES					
PUBLIC WORKS DEPARTMENT					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	11,476.53	160,274.89	201,500.00	41,225.11
1121200102	PUBLIC WORKS MEDICAL REFERRAL	100.00	300.00	1,000.00	700.00
1121200103	P.W. COVERALLS & WORKBOOTS	471.50	1,494.30	3,000.00	1,505.70
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	0.00	401.64	4,500.00	4,098.36
	TOTAL PUBLIC WORKS WAGES & BENEFITS	12,048.03	162,470.83	210,000.00	47,529.17
P.W. YARD & STORES					
1121200201	P.W. INSURANCE	0.00	5,374.86	6,500.00	1,125.14
1121200202	P.W. YARD & STORES - PHONE	0.00	268.40	1,500.00	1,231.60
1121200203	P.W. YARD & STORES - HYDRO	0.00	3,183.97	7,000.00	3,816.03
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	783.93	8,209.87	6,000.00	2,209.87
1121200205	P.W. MAINTENANCE WORKSHOP	86.64	872.39	1,500.00	627.61
1121200206	DOG CONTROL SUPPLIES	0.00	0.00	200.00	200.00
	TOTAL P.W. YARD & STORES	870.57	17,909.49	22,700.00	4,790.51
REPAIRS, MAINTENANCE, RENTALS & TOOLS					
1121200301	DITCHES, DRAINS AND STORMSEWERS	0.00	661.63	2,000.00	1,338.37
1121200302	P.W. EQUIPMENT REPAIR & MAINT	5,287.88	34,633.22	35,000.00	366.78
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	500.00	500.00
1121200306	PARKS - MAINTENANCE	613.00	2,223.10	2,500.00	276.90
1121200307	DOCK & BOAT LAUNCH EXPENSES	2,500.00	13,446.93	20,000.00	6,553.07
1121200308	P.W. SMALL TOOLS/EQUIPMENT	546.04	1,515.93	2,000.00	484.07
1121200309	PORTA POTTI RENTALS	403.20	3,628.80	5,000.00	1,371.20
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS	9,350.12	56,109.61	67,000.00	10,890.39
ROADS, STREETS, HIGHWAY & SIDEWALKS					
1121200401	ROADS, STREETS AND LANES	3,738.52	25,094.48	5,000.00	20,094.48
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	8,270.00	13,349.90	10,000.00	3,349.90
1121200405	STREET LIGHTS - HYDRO	0.00	8,934.32	18,000.00	9,065.68
1121200406	STREET LIGHTS - MAINTENANCE	0.00	3,220.15	5,000.00	1,779.85
1121200407	STREET & TRAFFIC SIGNS	0.00	1,259.61	1,000.00	259.61
1121200408	BRIDGE REPAIR & MAINTENANCE	0.00	0.00	1,000.00	1,000.00
1121200409	ARTERIAL ROAD PAVING	0.00	10,000.00	10,000.00	0.00
1121200410	MUNICIPAL HIGHWAY PAVING	0.00	9,700.00	10,000.00	300.00
	TOTAL ROADS, ST., HIWAY, & SIDEWALKS	12,008.52	71,558.46	61,000.00	10,558.46
	TOTAL PUBLIC WORKS DEPARTMENT	34,277.24	308,048.39	360,700.00	52,651.61
ENVIRONMENTAL HEALTH SERVICES					
1121300101	TRANSFER STATION WAGES	2,290.35	9,558.07	30,000.00	20,441.93
1121300103	TRANSFER STATION OPERATING	1,641.12	13,701.36	15,000.00	1,298.64
1121300105	GARBAGE COLLECTION CONTRACT	14,010.00	70,050.00	85,000.00	14,950.00
1121300106	RECYCLING DEPOT WAGES	0.00	26,640.00	25,000.00	1,640.00

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	TOTAL ENVIRONMENTAL HEALTH SERVICES	17,941.47	119,949.43	155,000.00	35,050.57
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	781.56	1,500.00	718.44
1121400302	OFFICIAL COMMUNITY PLAN - Min. No. 1	0.00	12,558.09	0.00	12,558.09
	TOTAL PUBLIC HEALTH & WELFARE	0.00	13,564.65	3,500.00	10,064.65
ENVIRONMENTAL DEVELOPMENT					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	741.53	14,299.39	30,000.00	15,700.61
1121500102	BOULEVARD MAINTENANCE	6,471.64	8,891.55	20,000.00	11,108.45
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	6,000.00	6,000.00
1121500208	HWY SIGNS MAINTENANCE	0.00	0.00	500.00	500.00
	TOTAL ENVIRONMENTAL DEVELOPMENT	7,213.17	23,190.94	66,500.00	43,309.06
	TOTAL ENVIRONMENTAL SERVICES	25,154.64	156,705.02	225,000.00	68,294.98
RECREATION SERVICES					
RECREATION DEPARTMENT					
1121600101	RECREATION DEPARTMENT WAGES & BENEFITS	6,057.69	90,221.37	92,500.00	2,278.63
1121600102	RECREATION DEPT. MEDICAL REFERRAL	165.00	265.00	250.00	15.00
1121600104	EDUCATION & TRAINING C.C.	0.00	0.00	500.00	500.00
	TOTAL RECREATION DEPT. WAGES/BENEFITS	6,222.69	90,486.37	93,250.00	2,763.63
RECREATION PROGRAMS					
1121600302	RECREATION PROGRAMS AND SUPPLIES	55.95	1,646.33	4,000.00	2,353.67
1121600305	STAFF SWEAT/ T SHIRT EXPENSE	0.00	426.50	500.00	73.50
1121600306	C.C. COMPUTER LAB	0.00	470.80	2,000.00	1,529.20
1121600308	MISC. MERCHANDISE	711.76	2,429.29	0.00	2,429.29
1121600309	CONCESSION SUPPLIES	171.94	1,881.12	0.00	1,881.12
	TOTAL RECREATION DEPARTMENT PROGRAMS	939.65	6,854.04	6,500.00	354.04
OTHER RECREATION SERVICES					
1121600402	AID TO PUBLIC HOLIDAYS	0.00	1,483.82	4,000.00	2,516.18
1121600403	LIBRARY REQUISITION	6,188.50	25,354.00	25,000.00	354.00
	TOTAL OTHER RECREATION DEPT. SERVICES	6,188.50	26,837.82	29,000.00	2,162.18
	TOTAL RECREATION DEPARTMENT SERVICES	13,350.84	124,178.23	128,750.00	4,571.77
ARENA					
1121700106	ARENA ALARM MONITORING	0.00	263.45	300.00	36.55
1121700201	ARENA INSURANCE	0.00	14,500.38	14,500.00	0.38
1121700202	ARENA TELEPHONE	0.00	147.58	1,000.00	852.42
1121700203	ARENA HYDRO & PROPANE	16.26	1,747.86	5,000.00	3,252.14
1121700204	ARENA BUILDING OPERATION & MAINTENANCE	0.00	12,668.08	2,000.00	10,668.08
	TOTAL ARENA EXPENDITURES	16.26	29,327.35	22,800.00	6,527.35
	TOTAL ARENA EXPENSES	16.26	29,327.35	22,800.00	6,527.35
COMMUNITY CENTRE					
1121800101	JANITOR SALARIES & BENEFITS	2,059.15	22,278.95	23,000.00	721.05
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	300.00	300.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	300.00	300.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	0.00	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	0.00	9,158.78	9,000.00	158.78
1121800202	COMMUNITY CENTRE TELEPHONE	0.00	147.99	1,000.00	852.01
1121800203	COMMUNITY CENTRE HEAT & LIGHT	28.44	11,842.25	17,000.00	5,157.75
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	86.19	8,926.72	10,500.00	1,573.28
	TOTAL COMMUNITY CENTER EXPENDITURES	2,173.78	52,618.14	61,500.00	8,881.86
	TOTAL COMMUNITY CENTRE EXPENSES	2,173.78	52,618.14	61,500.00	8,881.86
SEA VIEW ACTIVITY CENTER					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	0.00	1,146.38	1,200.00	53.62
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	0.00	147.58	1,000.00	852.42
1121900204	SEA VIEW ACTIVITY CENTRE JANITORIAL	0.00	191.40	0.00	191.40
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	0.00	0.00	4,000.00	4,000.00
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	0.00	1,485.36	6,200.00	4,714.64
DEBT CHARGES					

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BANK CHARGES					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	20,468.55	24,878.55	33,900.00	9,021.45
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	50.00	515.17	0.00	515.17-
1122100103	BANK CHARGES	350.03	4,373.07	3,000.00	1,373.07-
1122100106	TRANSFER GAS TAX	0.00	0.00	85,000.00	85,000.00
	TOTAL DEBT CHARGES	20,868.58	29,766.79	121,900.00	92,133.21
	TOTAL FISCAL SERVICES & DEBT CHARGES	20,868.58	29,766.79	121,900.00	92,133.21
LAND & OFFICE EQUIPMENT					
1122300106	GENERAL CAP.:RURAL DIVIDEND GRANT PR	0.00	45,271.09	0.00	45,271.09-
1122300109	ESS EQUIPMENT	0.00	0.00	5,000.00	5,000.00
1122300111	MURAL GRANTS	1,000.00	1,000.00	5,000.00	4,000.00
1122300116	OCP UPDATE	0.00	0.00	50,000.00	50,000.00
1122300150	LAND CAP.:MARINA	0.00	0.00	25,000.00	25,000.00
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	1,000.00	46,271.09	85,000.00	38,728.91
PUBLIC WORKS					
1122300407	P.W. CAP.:SALT SHED	0.00	2,336.88	5,000.00	2,663.12
1122300418	REPLACE STREETLIGHTS	18,948.90	18,948.90	30,000.00	11,051.10
1122300419	PW CAP: MARINE DRIVE SIDEWALK	0.00	0.00	130,000.00	130,000.00
	TOTAL PUBLIC WORKS CAP. EXPENDITURES	18,948.90	21,285.78	165,000.00	143,714.22
RECREATION					
1122300503	REC. CAP.: BIKE TRAILS	0.00	302.38	0.00	302.38-
1122300506	LIONS PARK OUTDOOR FITNESS	17,265.22	17,265.22	50,000.00	32,734.78
1122300507	KAYAK PROJECT	4,065.08	13,887.58	0.00	13,887.58-
	TOTAL REC. DEPART. CAP. EXPENDITURES	21,330.30	31,455.18	50,000.00	18,544.82
	TOTAL CAPITAL EXPENDITURES	41,279.20	99,012.05	300,000.00	200,987.95
	GRAND TOTAL GENERAL FUND EXPENDITURES	182,940.08	1,205,866.47	1,756,650.00	550,783.53
TRANSMISSION OF TAXES					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	0.00	98,527.59	0.00	98,527.59-
1122500110	REGIONAL DISTRICT OF MT. WADDINGTON	0.00	57,396.00	0.00	57,396.00-
1122500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	0.00	23,816.00	0.00	23,816.00-
	TOTAL TRANSMISSION OF TAXES	0.00	179,739.59	0.00	179,739.59-
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	182,940.08	1,385,606.06	1,756,650.00	371,043.94
WATER REVENUE FUND					
REVENUE					
2110000101	WATER RATES REVENUE	22,467.30-	55,933.73-	60,000.00-	4,066.27-
2110000102	WATER RATES PENALTIES	0.00	806.93-	1,000.00-	193.07-
	TOTAL WATER RATES REVENUE	22,467.30-	56,740.66-	61,000.00-	4,259.34-
TOTAL					
TRANSFERS					
2111200106	TRANSFER FROM GAS TAX	0.00	0.00	150,000.00-	150,000.00-
	TOTAL WATER TRANSFERS	0.00	0.00	150,000.00-	150,000.00-
	GRAND TOTAL WATER REVENUE	22,467.30-	56,740.66-	211,000.00-	154,259.34-
WATER FUND EXPENDITURE					
2121200101	WATER EQUIP. MAINT. WAGES	650.16	10,959.86	20,000.00	9,040.14
2121200201	INSURANCE - WATER SYSTEM	0.00	4,484.88	4,500.00	15.12
2121200301	WATER EQUIP. REPAIR/MAINT.	3,062.22	31,465.59	30,000.00	1,465.59-
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,500.00	6,500.00
	TOTAL WATER MAINTENANCE EXPENDITURES	3,712.38	46,910.33	61,000.00	14,089.67
FUNDS TRANSFERS					
2122300103	WATER WELL REPLACEMENTS	79,895.34	123,392.62	150,000.00	26,607.38
	TOTAL DEBT CHARGES & CAPITAL EXPEND.	79,895.34	123,392.62	150,000.00	26,607.38
	TOTAL WATER FUND EXPENDITURES	83,607.72	170,302.95	211,000.00	40,697.05
	TOTAL	83,607.72	170,302.95	211,000.00	40,697.05
SEWER REVENUE					
3110000101	SEWER RATES REVENUE	52,041.00-	122,420.88-	140,000.00-	17,579.12-
3110000103	SEWER RATES PENALTIES	0.00	2,104.57-	2,000.00-	104.57
	TOTAL SEWER REVENUE	52,041.00-	124,525.45-	142,000.00-	17,474.55-
	GRAND TOTAL SEWER FUND REVENUE	52,041.00-	124,525.45-	142,000.00-	17,474.55-

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2022
To 31/10/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
EXPENDITURES					
3121200101	SEWER TREATMENT PLANT WAGES	2,562.22	26,851.28	25,000.00	1,851.28-
3121200102	SEWER DIST. SYSTEM WAGES	365.76	4,591.47	5,000.00	408.53
3121200201	SEWER INSURANCE	0.00	6,154.13	6,500.00	345.87
3121200202	SEWER PLANT TELEPHONE EXPENSE	0.00	327.22	1,500.00	1,172.78
3121200203	SEWER HYDRO	0.00	12,350.44	23,000.00	10,649.56
3121200204	SEWER SUPPLIES & MAINTENANCE	2,713.39	24,668.73	20,000.00	4,668.73-
3121200205	SLUDGE DISPOSAL	4,431.21	9,165.62	8,000.00	1,165.62-
3121200206	WASTE MANAGEMENT PERMIT FEES	0.00	677.47	700.00	22.53
	TOTAL SEWER OPERATING EXPENSE	10,072.58	84,786.36	89,700.00	4,913.64
CAPITAL EXPENDITURES FROM REVENUE					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	52,300.00	52,300.00
	TOTAL CAP. EXPEND. FROM SEWER REVENUE	0.00	0.00	52,300.00	52,300.00
	TOTAL:	19,172.00	73,823.20	0.00	73,823.20-
	REPORT TOTALS:	144,554.46	553,292.31-	0.00	553,292.31

*** End of Report ***

VILLAGE OF PORT ALICE

Report to Council

TO: Mayor and Council
FROM: Tanya Spafford, Administrative Assistant
DATE: December 1, 2022
SUBJECT: Canada Summer Jobs Program Application

Background

The Canada Summer Jobs program is accepting applications until January 12th, 2023. We were unsuccessful in obtaining the grant in 2022, thankfully the budget allowed for 2 of the positions to be filled, one in tourism and one in Public Works, for a shorter period.

Having summer employees during the summer months alleviate staff shortages in public works and offer a full-time support to our tourism centre.

Research


The funding has changed this year to offer 50% of the provincial minimum wage. This would cover \$7.82 of our cost, the Village would pay the remaining \$8.08. For three students the cost to the Village would be the following;

Per Student\Worker	Dates Applied for	Work Weeks	Grant Amount	Village Amount (To be budgeted)	Total
1 Student	June 5-Sept 1	13	\$4066.40	\$4201.60	\$8268.00
2 Students	June 5-Sept 1	13	\$8132.80	\$8403.20	\$16536.00
3 Students	June 5-Sept 1	13	\$12199.20	\$12604.80	\$24804.00
1 Student	July 3-Sept 1	9	\$2815.20	\$2908.80	\$5724.00
2 Students	July 3-Sept 1	9	\$5630.40	\$5817.60	\$11448.00
3 Students	July 3-Sept 1	9	\$8445.60	\$8726.40	\$17172.00

Recommendations

That council direct whether to apply for the Canada Summer Jobs Program, and if so, for how many students to apply and budget for.

Respectfully



Tanya Spafford, Administrative Assistant

A Bylaw to Govern the Proceedings of Council
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PART 1 – INTRODUCTION

Title

1. This Bylaw may be cited as the “Village of Port Alice Procedure Bylaw No. 677, 2022”.

Definitions

2. In this Bylaw:

“Village” means the Village of Port Alice

“Village Office” means the Office located at 1061 Marine Dr., Port Alice, BC

“Committee” means a standing, select, or other committee of Council, but does not include Committee of The Whole

“COTW” means the Committee of the Whole Council

“Council” means the Council of the Village of Port Alice

“Mayor” means the mayor of the Village of Port Alice

“Public Notice Posting Places” means the notice board inside the Village Office and the Village of Port Alice Website.

Application of rules of procedure

3. (a) The provisions of this Bylaw govern the proceedings of Council, COTW, and all standing and select committees of Council, as applicable.
- (b) In cases not provided for under this Bylaw, general parliamentary procedures will apply to the proceedings of Council, COTW, and Council committees.

PART 2 – COUNCIL MEETINGS

Inaugural Meeting

4. (a) Following a general local election, the Inaugural meeting will be held the second Wednesday of the next month after the election.
- (b) If a quorum of Council members elected at the general local election has not taken office by the date of the meeting referred to in subsection (a), the first Council meeting must be called by the Corporate Officer and held as soon as reasonably possible after a quorum has taken office.

Time and location of meetings

5. (a) All Council meetings must take place within the Village Office except when Council resolves to hold meetings elsewhere.
- (b) Regular Council meetings must:
 - (i) be held on the second and fourth Wednesday of each month, and
 - (ii) begin at 6:00 PM;

- (iii) be adjourned by 11:00 PM on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with section 28; and
 - (iv) when such meeting falls on a statutory holiday, be held on the next day the Village Office is open.
- (c) Regular Council meetings may:
 - (i) be cancelled by Council, provided that two consecutive meetings are not cancelled; and
 - (ii) be postponed to a different day, time and place by the Mayor, provided the Corporate Officer is given at least 2 days written notice.

Notice of Council Meetings

- 6. (a) In accordance with section 127 of the Community Charter, Council must prepare annually on or before December 31st, a schedule of the dates, times and places of regular Council meetings and must make the schedule available to the public by posting it at the Public Notice Posting Places.

Notice of Special Meetings

- 7. (a) Except where notice of a special meeting is waived by unanimous vote of all Council members under section 127(4) of the Community Charter, a notice of the date, hour, and place of a special Council meeting must be given at least 24 hours before the time of meeting, by:
 - (i) posting a copy of the notice on the door of the Village Office,
 - (ii) posting a copy of the notice at the Public Notice Posting Places, and
 - (iii) leaving one copy of the notice for each Council member in the Council member's mailbox at the Village Office.
- (b) The notice under subsection (a) must describe in general terms the purpose of the meeting and be signed by the Mayor or the Corporate Officer.

Attending Council by Electronic Means

- 8. A member of Council who is unable to attend a Council meeting may participate by electronic means in accordance with Section 128 of the *Community Charter*, providing:

- (a) The member is able to provide their own necessary devices (e.g., landline phone, cell phone, or laptop computer) and assumes responsibility for any associated costs;
- (b) The member presiding at the Council meeting must not participate electronically.
- (c) Council members may not participate by electronic means in any portion of a meeting closed to the public under the *Community Charter*, Section 90.

PART 3 – ACTING MAYOR

Designation of a Member to Act in Place of the Mayor

- 9. (a) Annually, in December, Council must, from amongst its members, designate Councillors to serve on a rotating basis, to serve as the member responsible for acting in the place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of the Mayor is vacant.
- (b) In the event that the Mayor is expected to be unable to perform his/her duties for an extended period, Council may designate a member by resolution to act in place of the Mayor until such time as the Mayor returns to duty.
- (c) Each Councillor designated under section 8(a) or 8(b) must fulfill the responsibilities of the Mayor in their absence.
- (d) If both the Mayor and the member designated under section 8(a) or 8(b) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting.
- (e) The member designated under section 8(a) or 8(b) or 8(d) has the same powers and duties as the Mayor in relation to the applicable matter.

PART 4 – COUNCIL PROCEEDINGS

Attendance of Public at Meetings

- 10. (a) Except where the provisions of section 90 of the Community Charter apply, all Council meetings must be open to the public.
- (b) Before closing a Council meeting or part of a Council meeting to the public, Council must pass a resolution in a public meeting in accordance with section 92 of the Community Charter.
- (c) This section applies to all meetings of the bodies referred to in section 93 of the Community Charter, including without limitation:
 - (i) Committee of the Whole, and
 - (ii) standing and select committees.
- (d) Despite section 10(a), the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 9

may expel or exclude from a Council meeting a person in accordance with section 20(h).

Minutes of meetings to be maintained and available to public

- 11.(a) Minutes of the proceedings of Council must be:
- (i) legibly recorded,
 - (ii) certified as correct by the Corporate Officer, and
 - (iii) signed by the Mayor or other member presiding at the meeting or presiding at the next meeting at which the minutes are adopted.
- (b) Subject to subsection 11(c), and in accordance with section 97(1)(b) of the Community Charter, minutes of the proceedings of Council must be open for public inspection at Village Office during its regular office hours.
- (c) Subsection 11(b) does not apply to minutes of a Council meeting or that part of a Council meeting from which persons were excluded under section 90 of the Community Charter.

Calling meeting to order

- 12.(a) As soon after the time specified for a Council meeting as there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order. However, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor in accordance with section 9 must take the Chair and call such meeting to order.
- (b) If a quorum of Council is present but the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 9 do not attend within 15 minutes of the scheduled time for a Council meeting:
- (i) the Corporate Officer must call to order the members present, and
 - (ii) the members present must choose a member to preside at the meeting.

Adjourning meeting where no quorum

13. If there is no quorum of Council present within 15 minutes of the scheduled time for a Council meeting, the Corporate Officer must:
- (a) record the names of the members present, and those absent, and
 - (b) adjourn the meeting until the next scheduled meeting.

Agenda

14. (a) Prior to each Council meeting, the Corporate Officer must prepare an Agenda setting out all the items for consideration at that meeting, noting in short form a summary for each item on the agenda.
- (b) The deadline for submissions by the public to the Corporate Officer of items for inclusion on the Council meeting Agenda must be 4:30 PM on the Thursday prior to the meeting.
- (c) The Corporate Officer must make the agenda available to the members of Council and the public on the Monday afternoon prior to the meeting.
- (d) Council must not consider any matters not listed on the Agenda unless a new matter for consideration is properly introduced as a late item pursuant to section 16.

Order of proceedings and business

15. (a) The agenda for all regular Council meetings contains the following matters in the order in which they are listed below:
 - (i) Call meeting to order by presiding member;
 - (ii) Adoption of agenda (as presented or with additions and/or deletions);
 - (iii) Delegations;
 - (iv) Minutes;
 - (v) Old Business;
 - (vi) Communications;
 - (vii) New Business;
 - (viii) Reports;
 - (ix) Bylaws;
 - (x) Question Period;
 - (xi) Notice of In-Camera Meeting if required;
 - (xi) Adjournment.
- (b) Adoption of the agenda places all items on the table for Council debate in the order in which it is listed on the agenda, unless otherwise resolved by Council.

Late Items

16. (a) An item of business not included on the Agenda must not be considered at a Council meeting unless approved by Council at the time of adopting the Agenda.
- (b) If the Council makes a resolution under section 16(a), information pertaining to late items must be distributed to the members.

Voting at meetings

17. The following procedures apply to voting at Council meetings:

- (a) when debate on a matter is finished the presiding member must put the matter to a vote of Council members;
- (b) when the Council is ready to vote, the presiding member must put the matter to a vote;
- (c) when the presiding member is putting the matter to a vote under paragraphs (a) and (b), a member must not:
 - (i) cross or leave the room,
 - (ii) make a noise or other disturbance, or
 - (iii) interrupt the voting procedure under paragraph (b) unless the interrupting member is raising a point of order;
- (d) after the presiding member finally puts the question to a vote under paragraph (b), a member must not speak to the question or make a motion concerning it;
- (e) the presiding member's decision about whether a question has been finally put is conclusive; and
- (f) whenever a vote of Council on a matter is taken, each member present shall signify their vote by raising their hand; and
- (g) the presiding member must declare the result of the voting by stating that the question has passed or failed

Delegations

- 18.(a) The Council may, by resolution, allow an individual or a delegation to address Council at the meeting on the subject of an Agenda item provided the request has been received by the Corporate Officer by 4:30 PM on the Thursday prior to the meeting. Each address must be limited to 15 minutes unless a longer period is agreed to by unanimous vote of those members present.
- (b) Where a request has not been received by the Corporate Officer, as prescribed in section 18(a), an individual or delegation may address the meeting if approved by unanimous vote of the members present.
- (c) Council must not permit a delegation to address a meeting of the Council regarding a Bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the Bylaw.

- (d) The Corporate Officer may schedule delegations to another Council meeting or advisory body as deemed appropriate according to the subject matter of the delegation.
- (e) The Corporate Officer may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of Council. If the delegation wishes to appeal the Corporate Officer's decision, the information must be distributed under separate cover to Council for their consideration.

Points of order

- 19.(a) Without limiting the presiding member's duty under section 132(1) of the Community Charter, the presiding member must apply the correct procedure to a motion,
 - (i) if the motion is contrary to the rules of procedure in this Bylaw, and
 - (ii) whether or not another Council member has raised a point of order in connection with the motion.
- (b) When the presiding member is required to decide a point of order,
 - (i) the presiding member must cite the applicable rule or authority if requested by another Council member,
 - (ii) another member must not question or comment on the rule or authority cited by the presiding member under subsection (b)(i), and
 - (iii) the presiding member may reserve the decision until the next Council meeting.

Conduct and debate

- 20.(a) A Council member may speak to a question or motion at a Council meeting only if that member first addresses the presiding member.
- (b) Members must address the presiding member by that person's title of Mayor, Acting Mayor, or Councillor.
- (c) Members must address other non-presiding members by the title Councillor.
- (d) No member must interrupt a member who is speaking except to raise a point of order.
- (e) If more than one member speaks, the presiding member must call on the member who, in the presiding member's opinion, first spoke.
- (f) Members who are called to order by the presiding member:
 - (i) must immediately stop speaking,

- (ii) may explain their position on the point of order, and
 - (iii) may appeal to Council for its decision on the point of order in accordance with section 132 of the Community Charter.
- (g) Members speaking at a Council meeting:
 - (i) must use respectful language,
 - (ii) must not use offensive gestures or signs,
 - (iii) must speak only in connection with the matter being debated,
 - (iv) may speak about a vote of Council only for the purpose of making a motion that the vote be rescinded, and
 - (v) must adhere to the rules of procedure established under this Bylaw and to the decisions of the presiding member and Council in connection with the rules and points of order.
- (h) If a member does not adhere to subsection (g), the presiding member may order the member to leave the member's seat, and
 - (i) if the member refuses to leave, the presiding member may cause the member to be removed by a peace officer from the member's seat, and
 - (ii) if the member apologizes to the Council, Council may, by resolution, allow the member to retake the member's seat.
- (i) A member may require the question being debated at a Council meeting to be read at any time during the debate if that does not interrupt another member who is speaking.
- (j) The following rules apply to limit speech on matters being considered at a Council meeting:
 - (i) a member may speak more than once in connection with the same question only
 - (I) with the permission of Council, or
 - (II) if the member is explaining a material part of a previous speech without introducing a new matter;
 - (ii) a member who has made a substantive motion to the Council may reply to the debate;
 - (iii) a member who has moved an amendment, the previous question, or an instruction to a committee may not reply to the debate; and
 - (iv) a member may speak to a question, or may speak in reply, for longer than a total time of 5 minutes only with the permission of Council.

Motions generally

21. (a) Council may debate and vote on a motion only if it is first made by one Council member and then seconded by another.
- (b) A motion that deals with a matter that is not on the agenda of the Council meeting at which the motion is introduced may be introduced with Council's permission.
- (c) A Council member may make only the following motions, when the Council is considering a question:
- (i) to refer to committee;
 - (ii) to amend;
 - (iii) to lay on the table;
 - (iv) to postpone indefinitely;
 - (v) to postpone to a certain time;
 - (vi) to move the previous question;
 - (vii) to adjourn.
- (d) A motion made under subsections (c)(iii) to (vii) is not amendable or debatable.
- (e) Council must vote separately on each distinct part of a question that is under consideration at a Council meeting if requested by a Council member.

Motion to commit

22. Until it is decided, a motion made at a Council meeting to refer to committee precludes an amendment of the main question.

Motion for the main question

23. (a) In this section, "main question", in relation to a matter, means the motion that first brings the matter before the Council.
- (b) At a Council meeting, the following rules apply to a motion for the main question, or for the main question as amended:
- (i) if a member of Council moves to put the main question, or the main question as amended, to a vote, that motion must be dealt with before any other amendments are made to the motion on the main question; and
 - (ii) if the motion for the main question, or for the main question as amended, is decided in the negative, the Council may again debate the question, or proceed to other business.

Amendments generally

24. (a) A Council member may, without notice, move to amend a motion that is being considered at a Council meeting.

- (b) An amendment may propose removing, substituting for, or adding to the words of an original motion.
- (c) A proposed amendment must be reproduced in writing by the mover if requested by the presiding member.
- (d) A proposed amendment must be decided or withdrawn before the motion being considered is put to a vote unless there is a call for the main question.
- (e) An amendment may be amended once only.
- (f) An amendment that has been negated by a vote of Council cannot be proposed again.
- (g) A Council member may propose an amendment to an adopted amendment.
- (h) The presiding member must put the main question and its amendments in the following order for the vote of Council:
 - (i) a motion to amend a motion amending the main question;
 - (ii) a motion to amend the main question, or an amended motion amending the main question if the vote under subparagraph (i) is positive;
 - (iii) the main question.

Reconsideration by Council Member

25. (a) Subject to subsection (e), a Council member may, at the next Council meeting,
- (i) move to reconsider a matter on which a vote, other than to postpone indefinitely, has been taken, and
 - (ii) move to reconsider an adopted Bylaw after an interval of at least 24 hours following its adoption.
- (b) A Council member who voted affirmatively for a resolution adopted by Council may at any time move to rescind that resolution.
 - (c) Council must not discuss the main matter referred to in subsection (a) unless a motion to reconsider that matter is adopted in the affirmative.
 - (d) A vote to reconsider must not be reconsidered.
 - (e) Council may only reconsider a matter that has not
 - (i) had the approval or assent of the electors and been adopted,
 - (ii) been reconsidered under subsection (a) or section 131 of the Community Charter,
 - (iii) been acted on by an officer, employee, or agent of the Village.

- (f) The conditions that applied to the adoption of the original Bylaw, resolution, or proceeding apply to its rejection under this section.
- (g) A Bylaw, resolution, or proceeding that is reaffirmed under subsection (a) or section 131 of the Community Charter is as valid and has the same effect as it had before reconsideration.

Privilege

- 26. (a) In this section, a matter of privilege refers to any of the following motions:
 - (i) fix the time to adjourn;
 - (ii) adjourn;
 - (iii) recess;
 - (iv) raise a question of privilege of the Council; and
 - (v) raise a question of privilege of a member of Council.
- (b) A matter of privilege must be immediately considered when it arises at a Council meeting.
- (c) For the purposes of subsection (b), a matter of privilege listed in subsection (a) has precedence over those matters listed after it.

Reports from committees

- 27. Council may take any of the following actions in connection with a resolution it receives from COTW:
 - (a) agree or disagree with the resolution;
 - (b) amend the resolution;
 - (c) refer the resolution back to COTW;
 - (d) postpone its consideration of the resolution.

Adjournment

- 28. (a) A Council may continue a Council meeting after 11:00 PM only by a 2/3 vote of the Council members present.
- (b) A motion to adjourn either a Council meeting or the debate at a Council meeting is always in order if that motion has not been preceded at that meeting by the same motion.
- (c) Subsection (b) does not apply to either of the following motions:
 - (i) a motion to adjourn to a specific day;
 - (ii) a motion that adds an opinion or qualification to a preceding motion to adjourn.

PART 5 – BYLAWS

Copies of proposed Bylaws to Council members

29. A proposed Bylaw may be introduced at a Council meeting only if a copy of it has been delivered to each Council member at least 24 hours before the Council meeting, or all Council members unanimously agree to waive this requirement.

Form of Bylaws

30. A Bylaw introduced at a Council meeting must:
- (a) be printed;
 - (b) have a distinguishing name;
 - (c) have a distinguishing number;
 - (d) contain an introductory statement of purpose; and
 - (e) be divided into sections.

Bylaws to be considered separately or jointly

31. Council must consider a proposed Bylaw at a Council meeting either:
- (a) separately when directed by the presiding member or requested by another Council member, or
 - (b) jointly with other proposed Bylaws in the sequence determined by the presiding member.

Reading and adopting Bylaws

32. (a) The presiding member of a Council meeting may
- (i) have the Corporate Officer read a synopsis of each proposed Bylaw or group of proposed Bylaws, and then
 - (ii) request a motion that the proposed Bylaw or group of Bylaws be read.
- (b) The readings of the Bylaw may be given by stating its title and object.
- (c) A proposed Bylaw may be debated and amended at any time during the first three readings, unless prohibited by the Community Charter.
- (d) Subject to section 882 of the Local Government Act, each reading of a proposed Bylaw must receive the affirmative vote of a majority of the Council members present.
- (e) In accordance with section 135 of the Community Charter, Council may give two or three readings to a proposed Bylaw at the same Council meeting.
- (f) Despite section 135(3) of the Community Charter, and in accordance with section 890(9) of the Local Government Act, Council may adopt a

proposed official community plan or zoning Bylaw at the same meeting at which the plan or Bylaw passed third reading.

Bylaws must be signed

33. After a Bylaw is adopted, and signed by the Corporate Officer and the presiding member of the Council meeting at which it was adopted, the Corporate Officer must have it placed in the Village's records for safekeeping and endorse upon it:
- (a) the dates of its readings and adoption; and
 - (b) the date of Ministerial approval or approval of the electorate, if applicable.

PART 6 - RESOLUTIONS

Copies of resolutions to Council members

34. A resolution may be introduced at a Council meeting only if a copy of it has been delivered to each Council at least 24 hours before the Council meeting, or all Council members unanimously agree to waive this requirement.

Form of resolution

35. A resolution introduced at a Council meeting must be printed.

Introducing resolutions

36. The presiding member of a Council meeting may:
- (a) have the Corporate Officer read the resolution; and
 - (b) request a motion that the resolution be introduced.

PART 7 - COMMITTEE OF THE WHOLE

Going into Committee of the Whole

37. (a) At any time during a Council meeting, Council may by resolution go into COTW.
- (b) In addition to subsection (a), a meeting, other than a standing or select committee meeting, to which all members of Council are invited to consider but not to decide on matters of the Village's business, is a meeting of COTW.

Notice for COTW meetings

38. (a) Subject to subsection (b) a notice of the day, hour and place of a COTW meeting must be given at least 24 hours before the time of the meeting by:
- (i) posting a copy of the notice at the Public Notice Posting Places; and

- (ii) leaving a copy of the notice for each Council member in the Council member's mailbox at Village Office.
- (b) Subsection (a) does not apply to a COTW meeting that is called, in accordance with section 37, during a Council meeting for which public notice has been given under section 6 or 7.

Minutes of COTW meetings to be maintained and available to public

39. Minutes of the proceedings of COTW must be:
- (a) legibly recorded,
 - (b) certified by the Corporate Officer,
 - (c) signed by the member presiding at the meeting, and
 - (d) open for public inspection in accordance with section 97(1)(c) of the Community Charter.

Presiding members at COTW meetings and Quorum

40. (a) Any Council member may preside in COTW.
- (b) The members of Council attending a meeting of COTW must appoint a presiding member for the COTW meeting.
- (c) The quorum of COTW is the majority of Council members.

Points of order at meetings

41. The presiding member must preserve order at a COTW meeting and, subject to an appeal to other members present, decide points of order that may arise.

Conduct and debate

42. The following rules apply to COTW meetings:
- (a) a motion is not required to be seconded;
 - (b) a motion for adjournment is not allowed;
 - (c) a member may speak any number of times on the same question; and
 - (d) a member must not speak longer than a total of 10 minutes on any one question.

Voting at meetings

43. (a) Votes at a COTW meeting must be taken by a show of hands if requested by a member.
- (b) The presiding member must declare the results of voting.

Reports

44. (a) COTW may consider reports and Bylaws only if
- (i) they are printed and the members each have a copy, or

- (ii) a majority of the Council members present decide without debate that the requirements of paragraph (i) do not apply.
- (b) A motion for COTW to rise and report to Council must be decided without debate.
- (c) The COTW's reports to Council must be presented by the Corporate Officer.

Rising without reporting

- 45. (a) A motion made at a COTW meeting to rise without reporting
 - (i) is always in order and takes precedence over all other motions,
 - (ii) may be debated, and
 - (iii) may not be addressed more than once by any one member.
- (b) If a motion to rise without reporting is adopted by COTW at a meeting constituted under section 37(a), the Council meeting must resume and proceed to the next order of business.

PART 8 – COMMITTEES

Duties of standing committees

- 46. (a) Standing committees must consider, inquire into, report, and make recommendations to Council about all of the following matters:
 - (i) matters that are related to the general subject indicated by the name of the committee;
 - (ii) matters that are assigned by Council; and
 - (iii) matters that are assigned by the Mayor.
- (b) Standing committees must report and make recommendations to Council at all of the following times:
 - (i) in accordance with the schedule of the committee's meetings;
 - (ii) on matters that are assigned by Council or the Mayor,
 - (I) as required by Council or the Mayor, or
 - (II) at the next Council meeting if the Council or Mayor does not specify a time.

Duties of select committees

- 47. (a) Select committees must consider, inquire into, report, and make recommendations to Council about the matters referred to the committee by the Council.

- (b) Select committees must report and make recommendations to Council at the next Council meeting unless Council specifies a different date and time.

Schedule of committee meetings

- 48. (a) At its first meeting after its establishment a standing committee must establish a regular schedule of meetings.
- (b) The chair of a committee may call a meeting of the committee in addition to the scheduled meetings or may cancel a meeting.

Notice of committee meetings

- 49. (a) Notice of committee meetings, including the times, dates and places of the committee meetings, must be given by:
 - (i) posting a copy of the schedule at the Public Notice Posting Places; and
 - (ii) providing a copy of the schedule to each member of the committee.
- (b) Where revisions are necessary to an annual schedule of committee meetings, the Corporate Officer must, as soon as possible, post a notice at the Public Notice Posting Places which indicates any revisions to the date, time and place or cancellation of a committee meeting.
- (c) The chair of a committee must cause a notice of the day, time and place of a meeting called under section 48(b) to be given to all members of the committee at least 12 hours before the time of the meeting.

Attendance at Committee meetings

- 50. Council members who are not members of a committee may attend the meetings of the committee.

Minutes of committee meetings to be maintained and available to public

- 51. Minutes of the proceedings of a committee must be
 - (a) legibly recorded,
 - (b) certified by the Corporate Officer,
 - (c) signed by the chair or member presiding at the meeting, and
 - (d) open for public inspection in accordance with section 97(1)(c) of the Community Charter.

Quorum

- 52. The quorum for a committee is a majority of all of its members.

Conduct and debate

53. (a) The rules of the Council procedure must be observed during committee meetings, so far as is possible and unless as otherwise provided in this Bylaw.
- (b) Council members attending a meeting of a committee, of which they are not a member, may participate in the discussion only with the permission of a majority of the committee members present.
- (c) A motion made at a meeting of a committee is not required to be seconded.

Voting at meetings

54. Council members attending a meeting of a committee of which they are not a member must not vote on a question.

PART 9 – GENERAL

55. If any section, subsection or clause of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.
56. The Village of Port Alice Procedure Bylaw No. 595 is hereby repealed.
57. This Bylaw may be cited as the Village of Port Alice Procedure Bylaw No. 677, 2022

READ A FIRST TIME THIS 23rd day of November 2022.

Notice posted in accordance with Section 94 of the Community Charter.

READ A SECOND TIME THIS 11th day of January 2022.

READ A THIRD TIME THIS 11th day of January 2022.

READ A FORTH TIME AND ADOPTED THIS 25th day January 2022.

Chief Administrative Officer

Mayor

Certified a true copy of Procedure Bylaw No. 677, 2022

Chief Administrative Officer

**VILLAGE OF PORT ALICE
BYLAW NO 676**

BORROWING BYLAW

WHEREAS the Council for the Village of Port Alice deems it necessary to borrow the sum of Twenty Thousand Dollars (\$20,000.00).

The Council of the Village of Port Alice enacts as follows:

BE IT THEREFORE ENACTED as a Bylaw of the Village of Port Alice as follows:

1. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to borrow on behalf of the Village of Port Alice from the Canadian Imperial Bank of Commerce (the "Bank") from time to time by way of promissory note a sum or sums not exceeding at any one time Twenty Thousand Dollars (\$20,000.00).
2. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to sign on behalf of the Village of Port Alice and to furnish to the Bank from time to time a promissory note or notes sealed with the corporate seal for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.
3. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized to sign on behalf of the Village of Port Alice and to furnish to the Bank an Agreement or Agreements under the seal of the Village of Port Alice providing for payment to the Bank of all amount required to be paid by the Bank pursuant to each promissory note of the Village of Port Alice guaranteed by the Bank with interest at such rate as the Bank may from time to time determine and of a guarantee fee in respect of each such promissory note at such rate as the Bank may from time to time determine.
4. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Village of Port Alice as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
5. The Mayor, Councillors, CAO, CFO, and the Administrative Assistant are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the moneys collected or received from any other source.

Read a first time on the 23rd day of November 2022.

Read a second time on the 23rd day of November 2022.

Read a third time on the 23rd day of November 2022.

Adopted on the 14th day of December 2022.

CHIEF ADMINISTRATIVE OFFICER

MAYOR

I hereby certify that the foregoing is a true copy of Bylaw No.676, 2022 of the Village of Port Alice in the Province of British Columbia duly passed at a meeting of Council of the said Village of Port Alice duly held on the 14th day of December, 2022, that the said By-Law is under the seal of the Village of Port Alice and signed by its proper officers as required by law and that the said By-Law is in full force and effect.

CHIEF ADMINISTRATIVE OFFICER