

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JANUARY 25, 2023, at 6:00 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 January 11, 2023, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.

(3) DELEGATIONS:

Pg 3-19

- a.) Mixalakwa Campus Community Connections
November 23, 2022, Donna Merry, North Island College

(4) MINUTES:

Pg 21-22

- a.) *THAT the Minutes from the Regular Meeting of January 11, 2023, be approved.*

(5) OLD BUSINESS:

Pg 23-24

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

(6) COMMUNICATIONS:

Pg 25

- a.) CIP Increase to Remuneration
January 25, 2023, Motion from Russell Murray, Councillor

Pg 27-29

- b.) CivicInfo BC Membership Renewal, 2023
January 10, 2023, Letter from Paul Gipps, CivicInfo President

(7) REPORTS:

Pg 31-37

- a.) Accounts Payable Listing for November & December 2022
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 39-45

- b.) Summary of Revenue and Expenses for December 2022
December 6, 2022, Report from Bonnie Danyk, CAO/CFO

Pg 47-53

- c.) Freedom of Information and Privacy Act Directive
January 19, 2023, Report from Tanya Spafford, Administrative Assistant

(8) BYLAWS:

(9) QUESTION PERIOD:

(10) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held January 25, 2023, be adjourned

INFORMATION ITEMS:

- a.) January 12, 2023, Media Release from NIC, Learning Our Way means listening to Indigenous communities.

VILLAGE OF PORT ALICE

INCORPORATED A.D. 1965



Delegation Request Form

Request to Appear as a Delegation
Regular Council Meeting

TO BE HELD November 23/22 AT _____ P.M.
Date Time

NAME OF PERSON MAKING PRESENTATION: Donna Merry

NAME OF APPLICANT IF DIFFERENT THAN ABOVE: _____

NAME OF ORGANIZATION (if applicable): North Island College

Mailing Address: Box 901 Pt. Hardy BC

Phone: 250 230-1084
Business Home

Fax: _____

DETAILS: Please provide complete information on the nature of your presentation. If applicable, provide one set of submission documents in letter size format for copying purposes. All requests and documentation must be received by the Corporate Officer by 5pm on the Thursday prior to the meeting date for consideration. Delegation requests that do not meet the criteria of Procedure Bylaw #595 will not be processed.

- * connect with community
- * share current & upcoming programming
- * hear needs from Mayor and councillors
- * respond to questions

Lathy Gough
Signature

Nov. 4/22
Date

Office Use Only

Received by: _____ Date & Time: _____

Approved: _____ Not Approved: _____ for Meeting Date: _____



Mixelakwila Campus Community Connections

FALL 2022

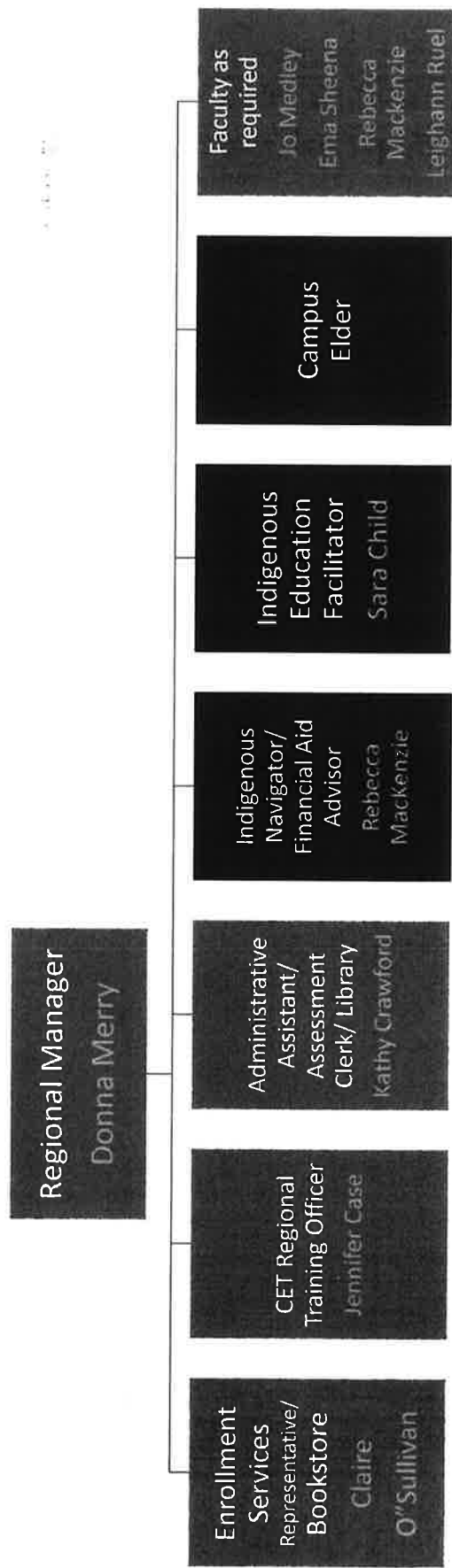
Territorial Respect and Acknowledgement

North Island College respectfully acknowledges that we operate on the traditional territory of the Kwagu'ł First Nation. We thank the Kwagu'ł for their stewardship of this beautiful land and for hosting North Island College since 1976. We are honoured to acknowledge the traditional territories of the combined thirty-five First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish peoples, on whose traditional and unceded territories the College's campuses are located. Gilakas'la.

100



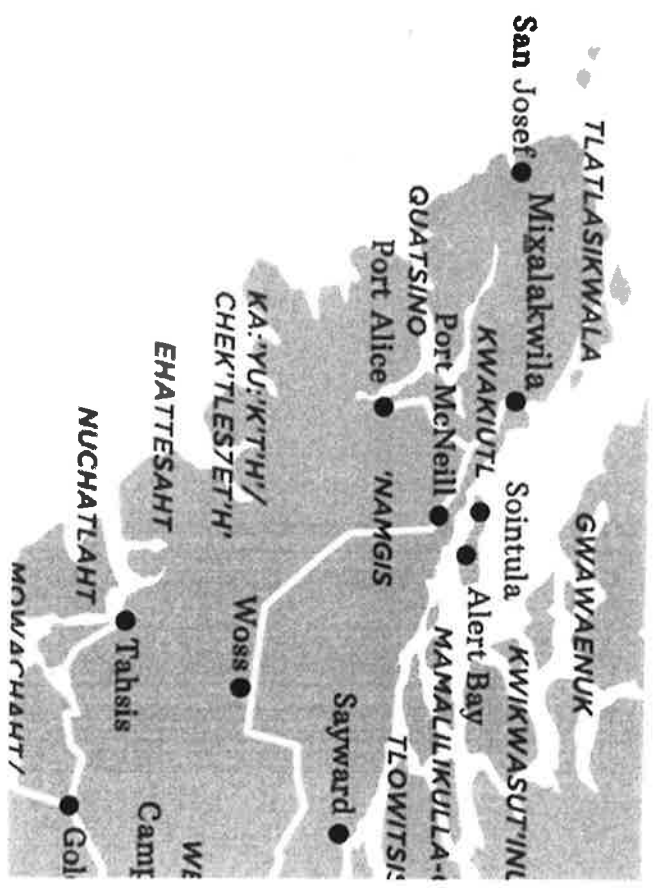
Mixalawila Campus staff



North Island residents enrolled at NIC

FISCAL YEAR

CITY	18/19	19/20	20/21	21/22	22/23
Port Hardy	242	256	201	252	169
Port McNeill	91	119	125	117	66
Alert Bay	17	41	38	41	12
Port Alice	23	5	12	16	9
Other communities	47	88	51	63	30
Total	420	509	427	489	286*



*as of October 17, 2022

Recent programming

- Professional Cook Level 1
- Heavy Equipment Operator
- Kayak Guiding Foundations
- First aid and marine safety training
- Digital Essential Skills
- Digital Elevated Experience Program
- Indigenous Language Fluency



Current programming

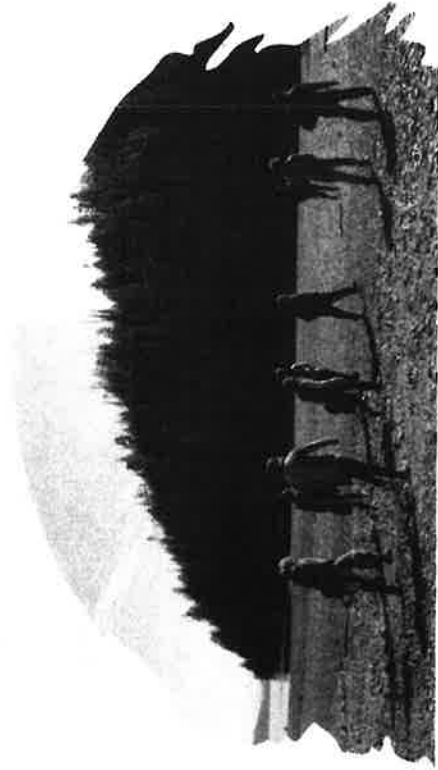
- Early Childhood Care and Education
- Human Service Worker with Indigenous Focus
- Health Career Access Program (HCAP)
- Awí'nakola land-based adult upgrading program

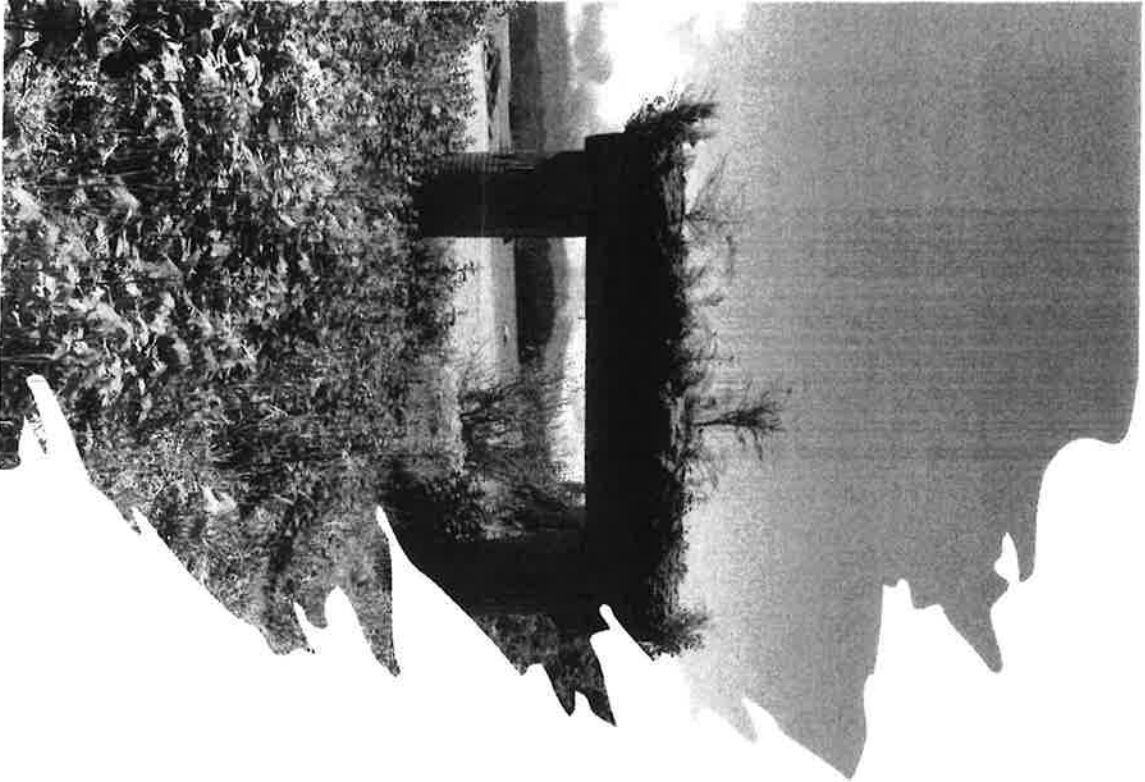




Anticipated programming

- Early Childhood Care and Education
- Carpentry Pathway and Level 1 apprenticeship training
- Prep Cook
- Wilderness Resort Operations
- Facilities Maintenance Worker
- Book keeping and clerical skills





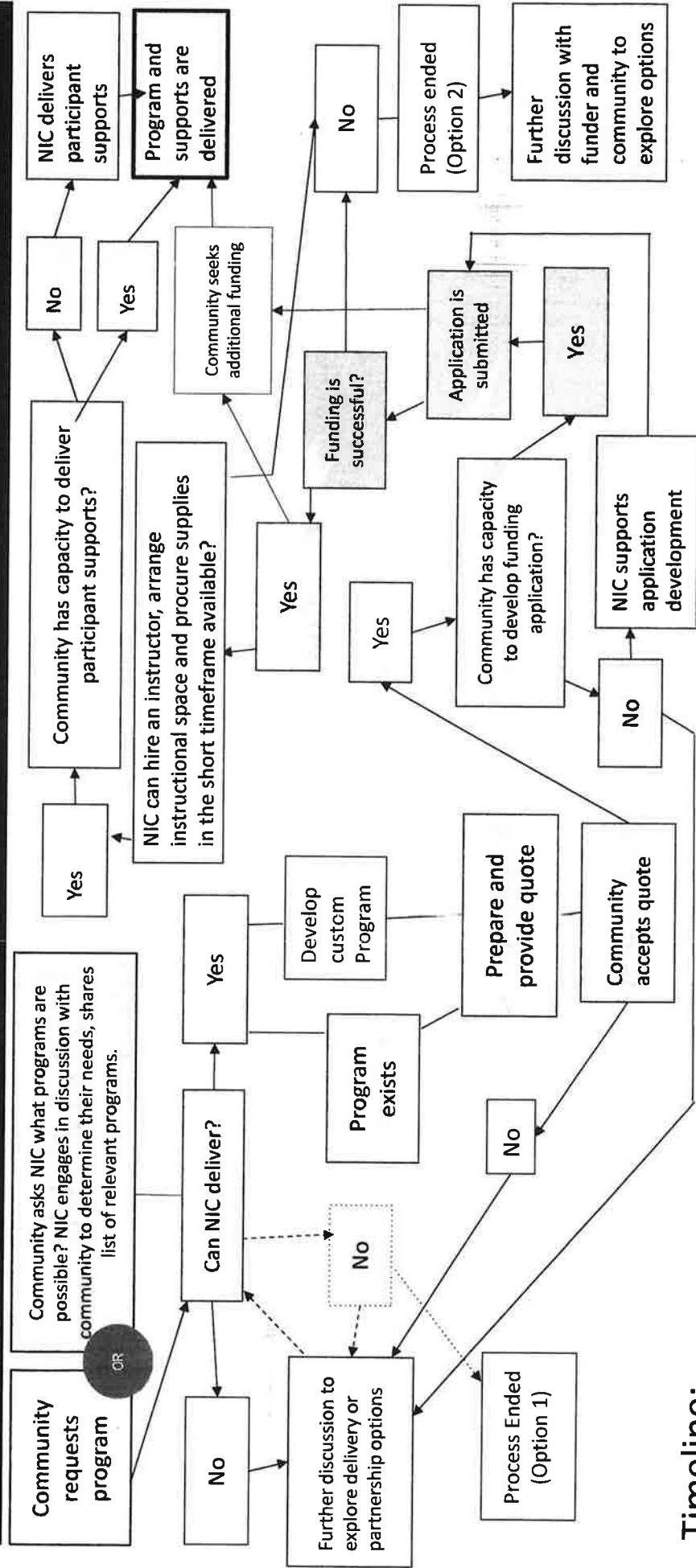
PROGRAM FUNDING OPPORTUNITIES

Community Workforce Response Grants

- Community Response stream for forestry impacts
- Skills and Training for Economic Recovery stream
- Emerging Priorities stream
- Project Based Labour Market Training
- Rural Economic Diversification and Infrastructure program

In-Community Program Planning

Applications are developed and submitted multiple times per year, depending on at least six funding envelop timelines.



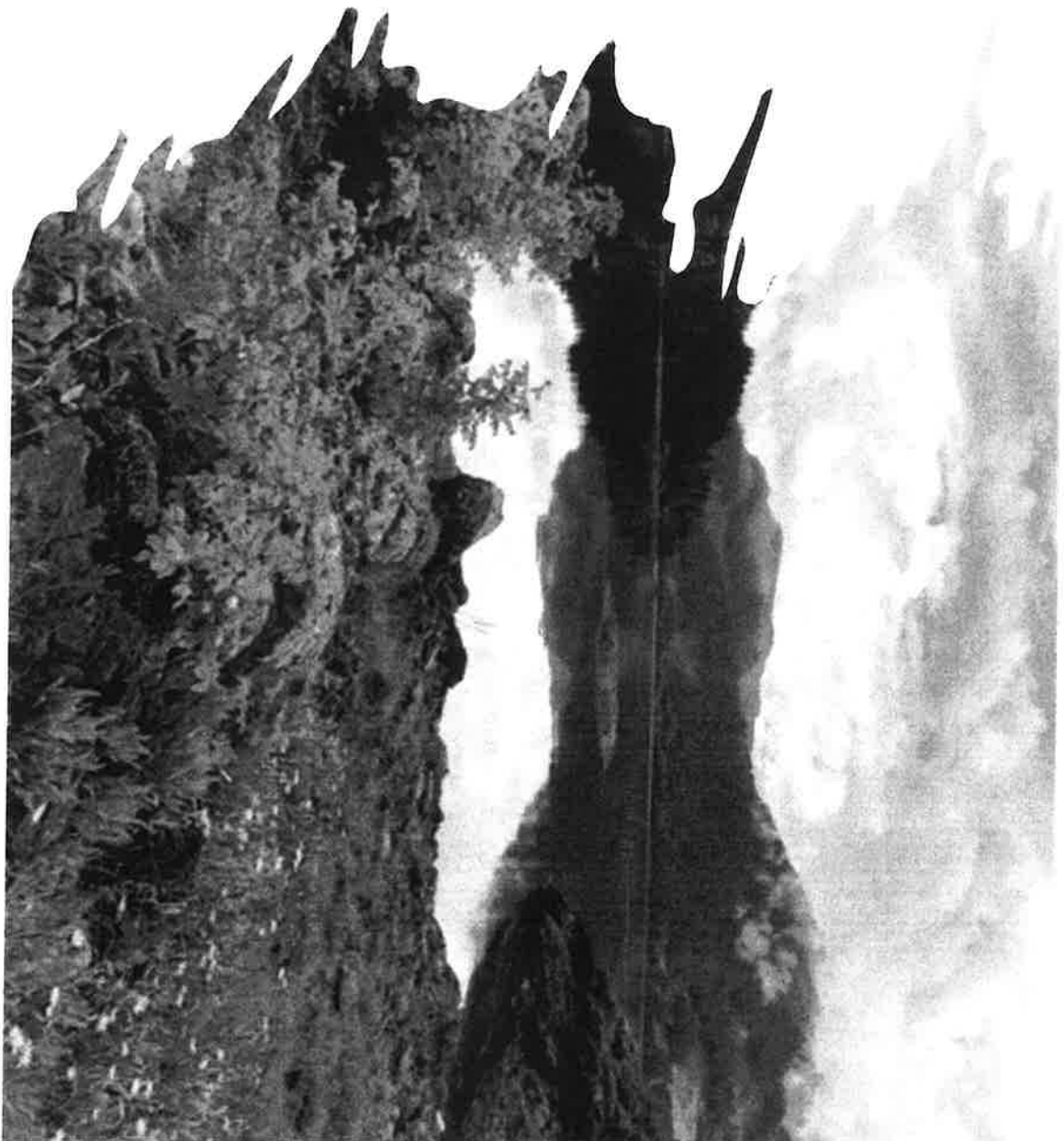
Timeline:

Program proposal and application submission: 4 days- several months.

Application approval 3-8 weeks.

Program launch to first day of delivery 3-10 weeks.

The new VINTAS Learning Council



Mixalakwa Campus Strategic Plan Update

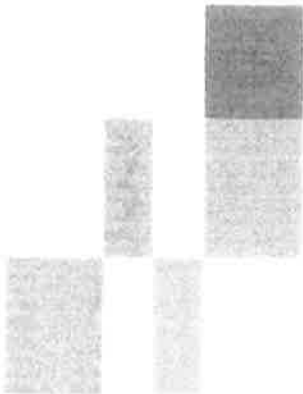
Walls and Roof: Indigenous Education and Reconciliation

Progress to date: Fall 2022

Not started In progress Completed On-going

Targets

- Bridging program for high school students and recent graduates to strengthen academic skills and complete a college-level course
- Land-based employment readiness program for in-community delivery
- Indigenous management skills program (Aboriginal Leadership Certificate)
- Offer Awi'nakola land-based learning program face to face at least one semester every second year



Mixalakwila Campus Strategic Plan Update

Doorways: Higher Levels of Participation

Progress to date: Fall 2022

	Not started	In progress	Completed	On-going
Targets				
• Build upgrading into program scheduling and costing for funded programs				
• Provide a computer to participants in funded programs when possible				
• Provide DALs support at least every two months				
• Host at least one annual diversity and inclusion event at MX Campus				
• Offer cultural sensitivity workshops for staff, faculty and students				

Mixalakwa Campus Strategic Plan Update

Communities: Serving People of the Region

Targets

- Deliver at least one HHS or trades cohort program each school year
- Offer at least three externally funded programs per year (contract, provincially directed, or grant funded)
- Partner with at least two community organizations and/or First Nations communities to deliver funded programming, including ABE
- Offer funded Awi'nakola or employment readiness program
- Develop at least one Indigenous, decolonized program such as the much requested Indigenous plants and medicines course

Progress to date: Fall 2022

Not started In progress Completed On-going



Feedback and questions?



**VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JANUARY 11, 2023
AT COUNCIL CHAMBERS, VILLAGE OFFICE**



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

Absent Councillor David Stewart

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

Call to order 6:00 pm

01/23
Adoption of
Agenda **ADOPTION OF AGENDA:**
Moved, Seconded and CARRIED

*THAT the Agenda for the Meeting of the Village of Port Alice for January 11, 2023, be approved;
AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.*

DELEGATION:

Baylink Networks – Connected Coast Presentation
December 20, 2022, Christina Owen, Baylink Networks

Mixalakwila Campus Community Connections – POSTPONED TO JANUARY 25, 2023
November 23, 2022, Donna Merry, North Island College

MINUTES:

02/23
Minutes of
December
13, 2022 Moved, Seconded and CARRIED
THAT the Minutes from the Inaugural Meeting of December 12, 2022, be approved.

COMMUNICATIONS:

Canada Community-Building Fund: Second Community Works Fund Payment for 2022/2023
December 9, 2022, Letter from Jen Ford, UBCM President

Congratulations on Election

December 14, 2022, Letter from Ted Olynyk, BC Hydro Manager, Community Relations

Congratulations on Election

December 19, 2022, Letter from Anne King, Minister for Municipal Affairs

NEW BUSINESS:

REPORTS:

Code of Conduct

January 5, 2023, Report from Bonnie Danyk, CAO/CFO
No motion needed – no changes to current Code of Conduct

03/23
Bylaw 677
Procedure
Bylaw

BYLAWS:

Bylaw 677, Procedure Bylaw

Moved, Seconded and CARRIED

THAT Bylaw 677, Procedure Bylaw receive fourth reading and adoption

QUESTION PERIOD:

04/23
Resolution to
go to closed
meeting

RESOLUTION TO PROCEED TO CLOSED MEETING – 6:29pm

THAT the meeting be closed to the public to consider matters pursuant to the following sections 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;

RECONVENE: 6:50pm

05/23
Adjournment

ADJOURNMENT:

Moved, Seconded and CARRIED

THAT the Regular meeting of the Village of Port Alice held January 11, 2023, be adjourned at 6:51 pm

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held January 11, 2023.

Mayor

Chief Administrative Officer



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:

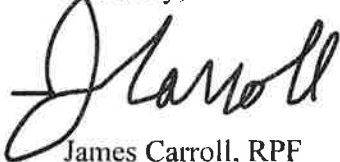
James Carroll, Stewardship Forester
370 South Dogwood Street
Campbell River, BC V9W 6Y7
Email: James.Carroll@gov.bc.ca

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 COUNCIL MEMBER MOTION

From: Councillor Russell Murray
Meeting Date: January 25, 2023
Subject: CIP increase to remuneration

Background:

The Village of Port Alice Council Remuneration Bylaw 2016, No 635 states that Commencing January 1, 2017 and each year thereafter, there shall be an increase paid to the Mayor and to each Council member of the Village of Port Alice Council an amount equivalent to the annual rate of change in the Consumer Price Index, British Columbia, provided that the rate is greater than zero.

Since 2019 Council has agreed to forgo the increase.

Recommendation:

THAT Council agrees to not proceed with the Consumer Price Index increase to remuneration for 2023.



January 10, 2023

Attention: Chief Administrative Officer

Re: CivicInfo BC Membership Renewal, 2023

Dear Colleagues,

Enclosed, please find your 2023 CivicInfo BC membership renewal notice.

With your continued support, CivicInfo BC (www.civicinfo.bc.ca) continues to thrive as a truly a unique resource, offering a wide range of data and information services that are used by thousands of local government employees and local elected officials on a daily basis. Since 2000 we've processed, posted, and shared:

- 70,000 job postings;
- 8,750 local government and related press releases;
- 135,000 Tweets through our @BCHeadlines news service;
- Several million datapoints collected through hundreds of surveys and other sources;
- Tens of thousands of sample documents;
- Information about 8,800 conferences, courses, workshops, and seminars;
- 16,000 candidate profiles over multiple local election cycles; and
- Contact information for thousands of local elected officials and staff;
- Nearly 900 grant opportunities for municipalities and regional districts.

Select highlights from the past year:

Local Elections Reporting Service: As we have in the past, in 2022 CivicInfo BC worked with local governments and school districts to compile a province-wide database of candidates and unofficial results. This is the central resource used by most of the province's media, including the CBC, CTV, Global, the Vancouver Sun, the Victoria Times Colonist, the Black Press, and many others. Provincial ministries, local government agencies, Student Vote, and other public bodies rely on this resource as well. Directly and through our media partners, millions of British Columbians received their candidate information and election results through our service.

Canoe Procurement Partnership: 2022 marked the first full year of our new partnership with the Canoe Procurement Group of Canada. Originally a joint purchasing program offered by the Rural Municipalities of Alberta, Canoe now includes thousands of local governments represented by 10 municipal associations across the country. There are no fees to participate, and no obligations to purchase; but local governments that do can save a substantial amount of money on items ranging from office supplies to heavy equipment and fire trucks. A flyer with additional details is enclosed with this letter.

Job Postings: In partnership with the Local Government Management Association of BC, our BC local government job board experienced record levels in 2022, with over 10,000 postings. In today's labour market, recruiting is more difficult than ever. CivicInfo BC continues working hard to ensure your postings are distributed as widely as possible, including through channels such as the Government of Canada Job Bank and Indeed.

Directories: CivicInfo BC hosts and maintains British Columbia's central local government directories. These are the lists that nearly all public sector bodies rely on when they need to communicate with local governments, making them a critical piece of information infrastructure. In late 2022, our directories were updated to reflect the results of the recent local elections.

Surveys: Working partner organizations including UBCM, Municipal Affairs, LGMA, GFOABC, and others, we continue to conduct regular surveys in support of local governments and other public bodies that work with municipalities and regional districts. Our annual surveys related to local government salaries and remuneration remain the most popular.

Discussion Forums: Our local government discussion boards at CivicForum.ca continue to grow, with groups for Clerks & Corporate Officers, and Purchasing Managers being particularly active. Over 600 local government employees from across the province have login access to at least one group.

All of this is possible because of your local government's ongoing membership, and we encourage you to renew quickly. If you have any questions at all, please contact our staff at 250-383-4898, or e-mail info@civicinfo.bc.ca. We look forward to serving you again in 2023.

Sincerely,



Paul Gipps
President, CivicInfo BC Society

Enclosures

cc: Corporate Administrator
Financial Administrator

CivicInfo BC Directors (Alphabetical by Last Name)

Mark Boysen – General Manager, Operations, Cowichan Valley Regional District

Ross Coupé – Corporate Officer, City of Williams Lake

Paul Gipps – Chief Administrative Officer, City of West Kelowna

Jim Martin – Chief Administrative Officer, Fraser-Fort George Regional District

Todd Pugh – Executive Director, CivicInfo BC (Ex-Officio)

Nicole Purves – Director of Insurance Services, Municipal Insurance Association of BC

Josh Van Loon – Senior Policy Analyst, Union of BC Municipalities

Sandy Webster – Director of Corporate Initiatives, City of West Kelowna

CIVICINFO BC

BY THE NUMBERS

CivicInfo BC (www.civicinfo.bc.ca) belongs to our members; local governments and related agencies in British Columbia. On a daily basis, thousands of people use us to find information that helps build stronger communities.

Page Views	13,431,884	Number of page views on CivicInfo BC's main website in 2022, not including election-related traffic.
Election Reporting System Page Views, Sept. & Oct. 2022	1,327,994	This figure represents two months of traffic on CivicInfo BC's election site. We also provide election data to the media, for use on their own platforms.
2022 Local Elections, Number of Candidates	3,219	While some believed that pandemic fatigue and other factors would negatively impact the number of candidates, the 2022 figure was nearly unchanged from 2011, 2014, and 2018.
Directory Records	7,025	There are 7,025 records in our database of local elected officials and staff. With assistance from our members, we log thousands of updates every year in an effort to keep our lists as accurate as possible.
Job Postings	10,694	Between January 1 to December 31, 2022, we posted a record number of jobs on the BC Local Government Job Board, a service we offer in partnership with the Local Government Management Association of BC.
Approximate Number of E-newsletters Delivered	690,000	Three newsletters per week: News & Announcements, Job Postings, and Training & Professional Development.
Canoe Procurement Group of Canada	10 municipal associations, including CivicInfo BC, are Canoe Partners	More than 100 B.C. local governments have signed on to participate in Canoe's joint purchasing programs.

VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR NOVEMBER and DECEMBER 2022

Total Payment of Accounts: \$160,704.93

Wages Payable: \$75,754.33

Total Accounts Payable Listing \$236,459.26

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
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	0198644-2	PW Filter	36.59		36.59	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	3506633	Air Filter	41.75		41.75	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	CC HH 1022	Halloween Howl Pic	119.17		119.17	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	AVG renewal	AVG Renewal	59.35		59.35	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	PWcalendar23	PW Wall calendar	28.00		28.00	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	Oct Cell1022	Oct Cell charges	286.72		286.72	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	Oct Telus 22	Telus Charges	785.29		785.29	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	04313G	Dewalt Battery & W	246.38		246.38	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	4097867	Circular saw, jobs	187.65		187.65	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	8880513	Plow parts	1,087.67		1,087.67	
11-2022	001	01/11/2022	C-222	CIBC CORPORATE VIS	Mascon 1122	Internet	403.20		403.20	
22-2022	001	01/11/2022	c-222	CIBC CORPORATE VIS	MS Office 112	MS Office	88.48		88.48	
11-2022	001	02/11/2022	C-222	CIBC CORPORATE VIS	1610663	CC lighting	689.36		689.36	
11-2022	001	04/11/2022	C-222	CIBC CORPORATE VIS	E-9546	TS LGMA Course	469.50		469.50	
11-2022	001	09/11/2022	C-222	CIBC CORPORATE VIS	Inter 1122	Telus hosting Nov	17.85		17.85	
11-2022	001	09/11/2022	C-222	CIBC CORPORATE VIS	AVG Renew VO2	AVG Renewal VO	118.71		118.71	
11-2022	001	12/11/2022	C-222	CIBC CORPORATE VIS	Mar Sec 1122	Marina Security	61.41		61.41	
11-2022	001	14/11/2022	C-222	CIBC CORPORATE VIS	Emerg Kits 11	Emerg Kits	356.82		356.82	
11-2022	001	16/11/2022	C-222	CIBC CORPORATE VIS	Zoom 1122	Zoom Nov	44.80		44.80	
11-2022	001	17/11/2022	C-222	CIBC CORPORATE VIS	Maishotel TS	Mais Conference Ho	444.12		444.12	
11-2022	001	17/11/2022	C-222	CIBC CORPORATE VIS	11172022	Transfer Station b	198.39		198.39	
11-2022	001	22/11/2022	C-222	CIBC CORPORATE VIS	Bank Fees	Bank Charges	108.95		108.95	
11-2022	001	22/11/2022	C-222	CIBC CORPORATE VIS	17803378 Telus 1122	VO Supplies November phone cha	265.65 786.77		1,052.42	
12-2022	001	01/12/2022	C-222	CIBC CORPORATE VIS	Dec Cell phn2	Dec Cell Phone	286.72		286.72	
12-2022	001	01/12/2022	C-222	CIBC CORPORATE VIS	Dec Internet2	Mascon Dec	403.20		403.20	
12-2022	001	01/12/2022	C-222	CIBC CORPORATE VIS	17918719	VO Supplies	228.57		228.57	
12-2022	001	08/12/2022	C-222	CIBC CORPORATE VIS	Xmas GC	Xmas GC	1,800.00		1,800.00	
12-2022	001	09/12/2022	c-222	CIBC CORPORATE VIS	Xmas 1222	Christmas prizes	717.18		717.18	
12-2022	001	09/12/2022	C-222	CIBC CORPORATE VIS	Hosting 1222	Webhosting	17.85		17.85	
12-2022	001	12/12/2022	C-222	CIBC CORPORATE VIS	Mar Sec 1222	Marina Security De	61.41		61.41	
12-2022	001	13/12/2022	C-222	CIBC CORPORATE VIS	9329064	Thermometer	14.43		14.43	
12-2022	001	13/12/2022	C-222	CIBC CORPORATE VIS	7356202	Dewalt charger	290.08		290.08	
12-2022	001	13/12/2022	C-222	CIBC CORPORATE VIS	18019625	VO & PW Supplies	284.26		284.26	
12-2022	001	13/12/2022	C-222	CIBC CORPORATE VIS	Postage 1222	Postage	289.80		289.80	
12-2022	001	13/12/2022	C-222	CIBC CORPORATE VIS	18019645	Heritage - glue st	23.88		23.88	
12-2022	001	15/12/2022	C-222	CIBC CORPORATE VIS	15122022	Newly Elected Regi	2,362.50		2,362.50	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
12-2022	001	16/12/2022	C-222	CIBC CORPORATE VIS	Zoom 1222	Zoom - Dec	44.80		44.80	
21-12-0	001	16/12/2022	C-222	CIBC CORPORATE VIS	123262126	Zoom charges	44.80		44.80	
1220-20	001	20/12/2022	C-222	CIBC CORPORATE VIS	138503	EOCP Dues, JY, ST,	311.85		311.85	
12-2022	001	21/12/2022	C-222	CIBC CORPORATE VIS	7171469	CC Program and Bui	804.55		804.55	
12-2022	001	28/12/2022	C-222	CIBC CORPORATE VIS	Mascon 1222	Mascon	403.20		403.20	
12-2022	001	28/12/2022	C-222	CIBC CORPORATE VIS	24336472	Maximum Bolt Remov	87.34		87.34	
Total:							15,409.00	0.00	15,409.00	

Payment Summary		
Description	Qty	Amount
Cheque	0	0.00
EFT	42	15,409.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	42	15,409.00

*** End of Report ***

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
000920	002	01/11/2022	A-045	ALSCO UNIFORM & LI	LNAN853520	PW Coveralls	68.82		68.82	
000921	002	01/11/2022	A-211	ALUMICHEM CANADA I	23237	Polymer pails x 5	1,971.59		1,971.59	
000922	002	01/11/2022	C-080	BRANDT TRACTOR LTD	5570501	Gear Shifter	1,732.70		1,732.70	
000923	002	01/11/2022	E-005	ENVIRONMENTAL OPER	135095	Faciltiy Dues	111.27		111.27	
000924	002	01/11/2022	F-123	FLOCOR INC	6746098	4" Clow wafer styl	366.46		366.46	
000925	002	01/11/2022	J-018	JM'S MOBILE WELDIN	35259	Welding Repairs fo	2,248.96		2,248.96	
000926	002	01/11/2022	L-084	LADY FAER DESIGNS	Oct 2022	October Janitorial	630.00		630.00	
000927	002	01/11/2022	M-011	MINISTER OF FINANC	95103106	Courier Service	100.64		100.64	
000928	002	01/11/2022	N-072	NORTH ISLAND WASTE	Oct 2022	Garbage Collection	7,355.25		7,355.25	
000929	002	01/11/2022	P-009	PORT MCNEILL ENTER	42931	Road Sand and Deli	1,680.00		1,680.00	
000930	002	01/11/2022	P-093	PROGRESSIVE DIESEL	76789	Backhoe Filters	163.48		163.48	
000931	002	01/11/2022	S-021	SWING TIME DISTRIB	5731	Swing Set replacem	641.65		641.65	
000932	002	01/11/2022	T-195	TEX ELECTRIC LTD	00002908 00002913	Streetlights Fire Truck Inverte	19,896.35 472.50		20,368.85	
000933	002	01/11/2022	U-019	ULINE	11251068	Plastic Drum Pump	35.28		35.28	
000934	002	10/11/2022	O-345	ORACH ENTERPRISES	5027 5053	Sludge Removal Port-a-Potty Renta	479.59 422.10		901.69	
000935	002	10/11/2022	A-071	ACE COURIER SERVIC	14335388	Courier - Water Su	75.40		75.40	
000936	002	10/11/2022	A-093	ABSOLUTE GARAGE DO	869798	Door repair at Tra	268.80		268.80	
000937	002	10/11/2022	B-231	BACKROAD MAPBOOKS	27354	Backroad Mapbook 3	1,044.75		1,044.75	
000938	002	10/11/2022	C-010	CAN.UNION OF PUBLI	October Dues	October Union Dues	687.77		687.77	
000939	002	10/11/2022	C-089	CAMERON, KEVIN	Tax Overpay 2	Tax Overpayment re	275.00		275.00	
000940	002	10/11/2022	F-004	FOX'S DISPOSAL SER	40319 40317 40318	Wood Bin Sludge Pick Up Blue Bin Rental an	484.26 484.26 484.26		1,452.78	
000941	002	10/11/2022	F-047	FARRELL, MARIA	622531	Batteries for SCBA	146.01		146.01	
000942	002	10/11/2022	G-060	GREGG DISTRIBUTORS	011-896672 011-906016 011-907040	150LS Tubing Cutte 2XL 5mil Gr mnky Plug & Socket	57.90 274.16 25.40		357.46	
000943	002	10/11/2022	H-046	HARDY BUILDERS' SU	46655B	Looptie, bit, Rake	147.23		147.23	
000944	002	10/11/2022	I-075	Island Instrumenta	1717	Scada Maintenance	472.50		472.50	
000945	002	10/11/2022	K-101	KATHY O'REILLY TAY	1978	Fire Prevention an	276.99		276.99	
000946	002	10/11/2022	M-153	BUREAU VERITAS CAN	VA10745043 VA10751551	Effluent Samples Effluent Samples	368.87 564.38		933.25	
000947	002	10/11/2022	N-102	RYAN NICHOLSON	02112022	CC Concession Pick	57.17		57.17	
000948	002	10/11/2022	P-007	PORT ALICE VOLUNTE	WFP Donation	Donation from WFP	5,000.00		5,000.00	
000949	002	10/11/2022	P-090	PORT ALICE GAS INC	Oct 2022 CC Oct 2022 Aren	CC Propane Arena Propane	268.16 20.30		288.46	
000950	002	10/11/2022	P-101	MJG ENTERPRISES LT	3869	PW & FD Fuel	1,261.12		1,261.12	
000951	002	10/11/2022	R-054	ROSE, JERRY	5174 07-09-2022	Food for Training Ni Fire Chiefs Mee	19.51 65.88		85.39	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
000952	002	10/11/2022	S-008	SHOP-RITE	148564	Rodentcide	29.99		29.99	
000953	002	10/11/2022	T-195	TEX ELECTRIC LTD	00002918	Streetlight Repair	1,524.54		1,524.54	
000954	002	10/11/2022	W-087	WAJAX - NANAIMO	2022170045406	Annual Maintenance	862.62		862.62	
BC Hydr	002	14/11/2022	B-003	BC HYDRO	400003699556		1,989.62		1,989.62	
Nov Hyd	002	14/11/2022	B-003	BC HYDRO	400003687245		9,405.58		9,405.58	
Nov Hyd	002	14/11/2022	B-003	BC HYDRO	108014021340		206.12		206.12	
000955	002	24/11/2022	A-045	ALSCO UNIFORM & LI	LNAN855117 LNAN856702	PW Coveralls PW Coveralls	68.81 68.81		137.62	
000956	002	24/11/2022	H-100	HOLLY ALDIS	CC Pick up 11	Xmas Craft Supplie	16.80		16.80	
000957	002	24/11/2022	L-078	MOORE, LOUISA	CC pickup1122	Xmas Supply Pick u	17.08		17.08	
000958	002	24/11/2022	M-153	BUREAU VERITAS CAN	VA10756093	Effluent Samples	368.87		368.87	
000959	002	24/11/2022	T-028	SPAFFORD, TANYA	Travel 11\22	Conference Travel	709.59		709.59	
Nov 202	002	25/11/2022	R-002	RECEIVER GENERAL F	Nov 2022		11,981.92		11,981.92	
Nov 202	002	25/11/2022	R-002	RECEIVER GENERAL F	Nov 2022-2		1,443.21		1,443.21	
000960	002	06/12/2022	D-048	DANYK, BONNIE	Nov 2022	Travel and CC Pick	177.86		177.86	
000961	002	06/12/2022	L-084	LADY FAER DESIGNS	Nov 2022	November Janitoria	630.00		630.00	
000962	002	08/12/2022	O-345	ORACH ENTERPRISES	5107	Port-a-Potty renta	422.10		422.10	
000963	002	08/12/2022	A-045	ALSCO UNIFORM & LI	LNAN858284	PW Coveralls	76.54		76.54	
000964	002	08/12/2022	C-161	CIMCO REFRIGERATIO	90821955	Gym Furnace Repair	1,919.01		1,919.01	
000965	002	08/12/2022	C-172	CAMPBELL RIVER FIR	19145a	Emergency Light re	500.00		500.00	
000966	002	08/12/2022	C-196	CAB INDUSTRIAL AUT	84968	Hydraulic Coupler\n	354.19		354.19	
000967	002	08/12/2022	F-004	FOX'S DISPOSAL SER	40718 40720 40719	Sludge Bin Rental Blue & Metal Bin Wood Bin	221.76 484.26 221.76		927.78	
000968	002	08/12/2022	H-060	HARDY HYDROVAC	H22-17	Hydovac and Operat	2,231.25		2,231.25	
000969	002	08/12/2022	J-018	JM'S MOBILE WELDIN	353001	10' Flow Blade for	2,279.20		2,279.20	
000970	002	08/12/2022	L-080	LIDSTONE & COMPANY	44714	Legal Services	143.36		143.36	
000971	002	08/12/2022	L-081	LAFRENTZ ROAD MARK	2752834 RJ	Line Painting	5,752.74		5,752.74	
000972	002	08/12/2022	M-145	MCGRAW, DANIEL	MT 11\22	Meal Tickets - Sno	16.50		16.50	
000973	002	08/12/2022	N-072	NORTH ISLAND WASTE	Nov 2022	Nov Garbage Contra	7,355.25		7,355.25	
000974	002	08/12/2022	P-090	PORT ALICE GAS INC	Arena Nov 22 CC Propane 11	Arena Propane CC Propane	18.55 1,344.64		1,363.19	
000975	002	08/12/2022	P-101	MJG ENTERPRISES LT	6876 6889	5W-20 Oil PW & FD Fuel	10.57 1,976.26		1,986.83	
000976	002	08/12/2022	P-124	ANGELA PAUL	Xmas and CC12	Xmas craft and CC	74.09		74.09	
000977	002	08/12/2022	R-003	REGIONAL DISTRICT	3554a	Tipping Fees	1,596.75		1,596.75	
000978	002	08/12/2022	T-684	TIBERGHEN, SHANE	MT 11\22	Meal Tickets - Sno	49.50		49.50	
000979	002	08/12/2022	Y-005	Yunker, Jason	MT 11/22	Meal Tickets - Sno	49.50		49.50	
000980	002	13/12/2022	B-099	BEAVER ELECTRICAL	8397	Repair and Rebuild	7,554.40		7,554.40	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
000981	002	13/12/2022	D-003	DISTRICT OF PORT H	10699	Building Inspectio	206.40		206.40	
000982	002	13/12/2022	F-005	F.P. FOODS LIMITED	371609	Coffee Supplies	7.85		426.09	
					373484	Concession Supplie	25.77			
					375217	Concession Supplie	52.23			
					123868	CC Mop	49.05			
					124443	Com Forest Meeting	83.96			
					377834	Concession SUpplie	83.01			
					126137	Concession Supplie	4.09			
					126470	Concession Supplie	5.34			
					126572	PW Coffee Supplies	41.98			
					126612	CC Janitorial	10.13			
					380416	Concession Supplie	62.68			
000983	002	13/12/2022	G-060	GREGG DISTRIBUTORS	011-912404	PW Tools and Maint	233.88		233.88	
000984	002	13/12/2022	L-080	LIDSTONE & COMPANY	44835	Legal Fees	5,053.44		5,053.44	
000985	002	13/12/2022	M-001	MACANDALES	324056	PW Safety Gear	431.92		431.92	
000986	002	13/12/2022	M-011	MINISTER OF FINANC	95120758	Sept/Oct courier	101.63		101.63	
000987	002	13/12/2022	N-090	NORTHERN ROPES & I	1138977	SCBA Hydro testing	147.00		147.00	
000988	002	13/12/2022	P-009	PORT MCNEILL ENTER	42771	2" Rip Rap	302.40		302.40	
000989	002	13/12/2022	S-134	NATALIE STEWART	xmas pickups	WFP Donation picku	1,424.99		1,424.99	
000990	002	13/12/2022	W-345	WALLPEPPER DESIGNS	7662	2023 Marina Sticke	470.40		470.40	
Dec Hyd	002	13/12/2022	B-003	BC HYDRO	116013757118		273.67		273.67	
000991	002	20/12/2022	C-010	CAN.UNION OF PUBLI	Nov 2022	November Union Due	686.39		686.39	
000992	002	20/12/2022	F-047	FARRELL, MARIA	FD Pick ups 2 FD Dinner 22	FD Promo gifts FD Christmas Dinne	1,626.96 340.49		1,967.45	
000993	002	20/12/2022	L-315	LOGOWEST PROMOTION	L22-349	FD Embroidery	94.50		94.50	
000994	002	20/12/2022	P-017	PORT ALICE LIONS C	Xmas 22	WFP Xmas Donation	772.02		772.02	
000995	002	20/12/2022	R-058	ROCKY MOUNTAIN PHE	IN027627	SCBA Flow Testing	2,151.72		2,151.72	
000996	002	20/12/2022	R-671	ROYAL CANADIAN LEG	FD Dinner 22	FD Xmas Dinner	264.00		264.00	
000997	002	20/12/2022	S-026	STRYKER ELECTRONIC	IN137909	Cable and Adapter	88.31		88.31	
000998	002	20/12/2022	S-134	NATALIE STEWART	xmas 22	Gift Pick Ups	346.31		346.31	
000999	002	20/12/2022	W-101	WORTHINGTON, JOANN	2632905226	Work Boots	175.00		175.00	
001004	002	29/12/2022	C-196	CAB INDUSTRIAL AUT	851166	Starter	240.36		240.36	
001005	002	29/12/2022	I-101	INNOV8 DIGITAL SOL	IN373445 IN384825	Copier Charges - O Copier Charges	104.28 118.54		222.82	
001006	002	29/12/2022	L-132	LINDE CANADA INC	71272604 - 20	2022 PW Tanks	790.05		790.05	
001007	002	29/12/2022	M-011	MINISTER OF FINANC	95137794	Courier Service	52.12		52.12	
001008	002	29/12/2022	W-167	WHITE PACIFIC SERV	916	SP Rail Power Supp	1,464.75		1,464.75	
Dec 202	002	30/12/2022	R-002	RECEIVER GENERAL F	Dec 2022		10,013.18		10,013.18	
Dec 202	002	30/12/2022	R-002	RECEIVER GENERAL F	Dec 2022-2		810.39		810.39	
Dec PC	002	30/12/2022	M-200	MERIDIAN ONE CAP C	Dec 2022		724.42		724.42	
Total:							145,295.93	0.00	145,295.93	

Payment Summary		
Description	Qty	Amount
Cheque	85	108,447.82
EFT	9	36,848.11
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	94	145,295.93

*** End of Report ***

SUMMARY OF REVENUE & EXPENSES FOR DECEMBER 2022

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

100%

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

Fund	Revenues	Expenditures	Total
General	\$ (1,893,328.10)	\$ 1,493,597.44	\$ (399,730.66)
Water	\$ (64,979.29)	\$ 182,514.83	\$ 117,535.54
Sewer	\$ (145,169.23)	\$ 113,664.06	\$ (31,505.17)
(Surplus)/deficit	\$ (2,103,476.62)	\$ 1,789,776.33	\$ (313,700.29)

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 263,000.00	\$ 293,395.25	112%
[b]	P.W. General	112 120 0101	\$ 201,500.00	\$ 206,422.57	
	P.W. Transfer Stn	112 130 0101	\$ 30,000.00	\$ 15,336.37	
	Recycling Depot Wages	112 130 0106	\$ 25,000.00	\$ 32,898.23	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ 225.00	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 14,476.27	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 13,367.17	
	P.W. Sewer T.P.	312 120 0101	\$ 25,000.00	\$ 32,950.35	
	P.W. Sewer Dist.	312 120 0102	\$ 5,000.00	\$ 5,444.91	
	Sub Total		\$ 339,000.00	\$ 321,120.87	95%
[c]	Recreation	112 160 0101	\$ 92,500.00	\$ 110,468.01	
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 23,000.00	\$ 28,126.24	
			\$ 115,500.00	\$ 138,594.25	120%

Respectfully submitted



Bonnie Danyk, Finance Officer

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
REAL PROPERTY TAXES					
1110000100	GENERAL TAXATION	675,999.88-	675,999.88-	676,000.00-	0.12-
1110000101	UTILITY TAX	15,393.76-	15,393.76-	15,000.00-	393.76
1110000102	GRANT-IN-PLACE OF TAXES	7,647.74-	7,647.74-	6,000.00-	1,647.74
	TOTAL REAL PROPERTY TAXES	699,041.38-	699,041.38-	697,000.00-	2,041.38
SALES OF SERVICE & GOODS					
1111000100	GARBAGE RATES & PENALTIES	80,407.77-	80,407.77-	80,000.00-	407.77
1111000103	CEMETERY REVENUE	720.00-	720.00-	0.00	720.00
	TOTAL SALES OF SERVICE & GOODS:	81,127.77-	81,127.77-	80,000.00-	1,127.77
RECREATION SUPPLIES & SERVICES					
1111000210	RUMBLE SHEET REVENUE	1,020.00-	1,020.00-	1,000.00-	20.00
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	4,733.00-	4,733.00-	4,000.00-	733.00
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	1,118.03-	1,118.03-	500.00-	618.03
1111000218	RECREATION PROGRAMS	90.75-	90.75-	0.00	90.75
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	4,020.26-	4,020.26-	3,000.00-	1,020.26
1111000220	TOURISM REVENUE	43.75-	43.75-	500.00-	456.25-
	TOTAL RECREATION SUPPLIES & SERVICE	11,025.79-	11,025.79-	9,000.00-	2,025.79
RECREATION FACILITIES RENTAL REVENUE					
1111000319	SEA VIEW ACTIVITY CENTRE	2,857.15-	2,857.15-	0.00	2,857.15
1111000320	COMMUNITY CENTRE REVENUE	15,930.82-	15,930.82-	14,500.00-	1,430.82
1111000321	CC CONCESSION REVENUE	3,782.35-	3,782.35-	0.00	3,782.35
1111000330	SEA VIEW ACTIVITY CENTER	0.00	0.00	250.00-	250.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	22,570.32-	22,570.32-	14,750.00-	7,820.32
OTHER REVENUE FROM OWN SOURCES					
LICENCES & PERMITS					
1111100105	CANS AND BOTTLES REVENUE	5,842.90-	5,842.90-	4,000.00-	1,842.90
1111100110	BUSINESS LICENCE FEE REVENUE	5,215.01-	5,215.01-	5,000.00-	215.01
1111100120	DOG LICENCES/FINES	510.00-	510.00-	600.00-	90.00-
1111100130	PERMITS:BUILDING/BURNING	4,222.00-	4,222.00-	2,000.00-	2,222.00
	TOTAL LICENCES & PERMITS	15,789.91-	15,789.91-	11,600.00-	4,189.91
OTHER REVENUE					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100225	COMMUNITY FOREST REVENUE	150,000.00-	150,000.00-	0.00	150,000.00
1111100230	INTEREST M.F.A. INVESTMENTS	40,240.34-	40,240.34-	10,000.00-	30,240.34
1111100231	BANK BALANCE INTEREST	14,539.59-	14,539.59-	0.00	14,539.59
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	22,876.83-	22,876.83-	0.00	22,876.83
1111100240	TAX PENALTIES	17,664.08-	17,664.08-	4,500.00-	13,164.08
1111100241	TAX ARREARS INTEREST	143,168.41-	143,168.41-	4,500.00-	138,668.41
1111100243	TAX CERTIFICATES - Com.Charter - Sec	800.00-	800.00-	1,500.00-	700.00-
1111100246	RECYCLING REVENUE	6,487.75-	6,487.75-	4,500.00-	1,987.75
1111100247	TAX SALE ADMIN & FILING FEES	0.00	0.00	200.00-	200.00-
1111100250	MISCELL. REVENUE	30,441.21-	30,441.21-	1,000.00-	29,441.21
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	429.75-	429.75-	500.00-	70.25-
1111100255	RUMBLE BEACH MARINA PARKING FEES	11,544.56-	11,544.56-	12,000.00-	455.44
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	7,528.44-	7,528.44-	6,500.00-	1,028.44
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	516.40-	516.40-	0.00	516.40
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	1,067.70-	1,067.70-	2,000.00-	932.30-
1111100259	MARINA LAUNDRY AND SHOWERS	1,295.00-	1,295.00-	2,000.00-	705.00-
	TOTAL OTHER REVENUE	448,600.06-	448,600.06-	51,700.00-	396,900.06
TRANSFER FROM OTHER GOVERNMENTS					
PROVINCIAL GOVERNMENT & OTHER GRANTS					
1111200110	SMALL COMMUNITY GRANT	430,000.00-	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	2,964.90-	2,964.90-	0.00	2,964.90
1111200120	CARIP-Carbon Tax 12	44,082.00-	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	87,103.94-	87,103.94-	85,000.00-	2,103.94
1111200131	ECONOMIC DEVELOPMENT PLAN	41,562.03-	41,562.03-	0.00	41,562.03
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-

VILLAGE OF PORT ALICE
REVENUE AND EXPENSE (HEADER - DETAIL - TOTALS) WITHOUT ENCUMBRANCE
For Fiscal Year 2022, Period 1 to 12 and Budget Cycle Provisional and Prd 1 to 12 Actuals

Date: 17/01/2023
Time: 11:01:20

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1111200143	BIKE TRAILS GRANT	8,300.00-	8,300.00-	0.00	8,300.00
	TOTAL PROVINCIAL GRANTS	614,012.87-	614,012.87-	579,500.00-	34,512.87
FEDERAL GOVERNMENT					
1111200210	CELEBRATE CANADA DAY - GRANT	1,160.00-	1,160.00-	1,100.00-	60.00
	TOTAL FEDERAL GRANTS	1,160.00-	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	1,893,328.10-	1,893,328.10-	1,756,650.00-	136,678.10
COLLECTIONS FOR OTHER GOVERNMENTS					
1111500100	PROVINCIAL GOV'T SCHOOL TAX	259,730.11-	259,730.11-	0.00	259,730.11
1111500110	REGIONAL DIST. OF MT. WADDINGTON	57,396.28-	57,396.28-	0.00	57,396.28
1111500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	23,816.44-	23,816.44-	0.00	23,816.44
1111500140	B.C. ASSESSMENT AUTHORITY	4,548.83-	4,548.83-	0.00	4,548.83
1111500150	MUNICIPAL FINANCE AUTHORITY	22.01-	22.01-	0.00	22.01
1111500160	POLICE TAX	33,935.40-	33,935.40-	0.00	33,935.40
	TOTAL TRANSMISSION OF TAXES	379,449.07-	379,449.07-	0.00	379,449.07
	GRAND TOTAL GENERAL FUND REVENUE:	2,272,777.17-	2,272,777.17-	1,756,650.00-	516,127.17
EXPENDITURES					
GENERAL GOVERNMENT					
ADMINISTRATION					
1120000100	COUNCIL INDEMNITY	44,315.11	44,315.11	45,000.00	684.89
1120000101	OFFICE STAFF SALARIES & BENEFITS	293,395.25	293,395.25	263,000.00	30,395.25-
1120000102	OFFICE STAFF MEDICAL REFERRAL	460.00	460.00	500.00	40.00
1120000104	EDUCATION, TRAINING & SAFETY EXPENSE	0.00	0.00	4,500.00	4,500.00
1120000105	AUDIT FEES AND EXPENSES	18,300.00	18,300.00	18,500.00	200.00
1120000107	PROFESSIONAL DEVELOPMENT	3,986.90	3,986.90	4,500.00	513.10
1120000109	CONTRACTOR FEES	470.80	470.80	0.00	470.80-
	TOTAL ADMINISTRATION	360,928.06	360,928.06	336,000.00	24,928.06-
OTHER EXPENSES					
1120000201	OFFICE INSURANCE	2,693.01	2,693.01	3,000.00	306.99
1120000202	OFFICE TELEPHONE/FAX	3,254.81	3,254.81	3,500.00	245.19
1120000203	OFFICE HYDRO	2,170.34	2,170.34	3,000.00	829.66
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	2,874.88	2,874.88	3,000.00	125.12
1120000205	OFFICE JANITORIAL CONTRACT	5,865.84	5,865.84	7,200.00	1,334.16
1120000206	LEGAL FEES	6,600.59	6,600.59	10,000.00	3,399.41
1120000207	IT EXPENSES	16,516.23	16,516.23	25,000.00	8,483.77
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	2,500.00	2,500.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	1,758.00	1,758.00	2,000.00	242.00
1120000301	OFFICE POSTAGE	1,759.69	1,759.69	1,500.00	259.69-
1120000302	OFFICE COURIER/FREIGHT CHARGES	49.64	49.64	100.00	50.36
1120000303	OFFICE STATIONERY	2,013.92	2,013.92	2,000.00	13.92-
1120000304	COMPUTER FORMS & SUPPLIES	668.75	668.75	1,000.00	331.25
1120000305	XEROX LEASE/ADVERTISING	3,372.71	3,372.71	3,500.00	127.29
1120000306	OFFICE ALARM MONITORING	263.45	263.45	300.00	36.55
1120000309	CANON LEASE PAYMENTS	4,305.74	4,305.74	3,000.00	1,305.74-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	11,306.33	11,306.33	10,000.00	1,306.33-
1120000402	TOURISM	3,345.78	3,345.78	10,000.00	6,654.22
1120000403	HERITAGE	2,562.81	2,562.81	2,000.00	562.81-
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	5.00-	5.00-	500.00	505.00
1120000406	ELECTION EXPENSE	3,130.23	3,130.23	12,000.00	8,869.77
1120000407	MISCELLANEOUS	9,490.96	9,490.96	500.00	8,990.96-
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	905.64	905.64	1,500.00	594.36
	TOTAL OTHER EXPENSES	84,980.67	84,980.67	115,800.00	30,819.33
	TOTAL GENERAL GOVERNMENT	445,908.73	445,908.73	451,800.00	5,891.27
PROTECTIVE SERVICES					

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
FIRE DEPARTMENT					
1121000101	FIRE FIGHTERS MEMBERS PAY	7,260.00	7,260.00	10,700.00	3,440.00
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	264.60	264.60	500.00	235.40
1121000104	FIRE DEPT TRAINING	7,215.47	7,215.47	10,000.00	2,784.53
1121000201	FIRE DEPT INSURANCE	6,900.93	6,900.93	8,000.00	1,099.07
1121000202	FIRE HALL PHONE	768.68	768.68	1,000.00	231.32
1121000204	FIRE HALL HEAT & LIGHT	3,252.24	3,252.24	6,000.00	2,747.76
1121000205	FIRE HALL MAINT. & FURNISHINGS	16,335.94	16,335.94	3,000.00	13,335.94
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	2,706.28	2,706.28	5,000.00	2,293.72
1121000207	FIRE DEPT OPERATING SUPPLIES	11,294.02	11,294.02	5,000.00	6,294.02
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	1,323.70	1,323.70	1,000.00	323.70
1121000211	FIRE DEPT PROMO	2,787.89	2,787.89	4,000.00	1,212.11
1121000212	TF TO FIRE TRUCK RESERVE	0.00	0.00	14,800.00	14,800.00
	TOTAL FIRE DEPARTMENT EXPENDITURES	60,109.75	60,109.75	69,000.00	8,890.25
MUNICIPAL EMERGENCY PROGRAM					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	2,138.52	2,138.52	3,000.00	861.48
1121100102	EMERGENCY PROGRAM SUPPLIES	912.14	912.14	1,500.00	587.86
1121100104	EMERGENCY PROGRAM TRAINING	0.00	0.00	1,500.00	1,500.00
1121100202	EMERGENCY TELEPHONE	1,738.96	1,738.96	2,000.00	261.04
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.:	4,789.62	4,789.62	9,000.00	4,210.38
	TOTAL PROTECTIVE SERVICES	64,899.37	64,899.37	78,000.00	13,100.63
TRANSPORTATION SERVICES					
PUBLIC WORKS DEPARTMENT					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	206,422.57	206,422.57	201,500.00	4,922.57
1121200102	PUBLIC WORKS MEDICAL REFERRAL	300.00	300.00	1,000.00	700.00
1121200103	P.W. COVERALLS & WORKBOOTS	1,947.52	1,947.52	3,000.00	1,052.48
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	401.64	401.64	4,500.00	4,098.36
	TOTAL PUBLIC WORKS WAGES & BENEFITS	209,071.73	209,071.73	210,000.00	928.27
P.W. YARD & STORES					
1121200201	P.W. INSURANCE	5,374.86	5,374.86	6,500.00	1,125.14
1121200202	P.W. YARD & STORES - PHONE	1,377.55	1,377.55	1,500.00	122.45
1121200203	P.W. YARD & STORES - HYDRO	4,237.75	4,237.75	7,000.00	2,762.25
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	10,373.79	10,373.79	6,000.00	4,373.79
1121200205	P.W. MAINTENANCE WORKSHOP	872.39	872.39	1,500.00	627.61
1121200206	DOG CONTROL SUPPLIES	0.00	0.00	200.00	200.00
	TOTAL P.W. YARD & STORES	22,236.34	22,236.34	22,700.00	463.66
REPAIRS, MAINTENANCE, RENTALS & TOOLS					
1121200301	DITCHES, DRAINS AND STORMSEWERS	661.63	661.63	2,000.00	1,338.37
1121200302	P.W. EQUIPMENT REPAIR & MAINT	45,677.38	45,677.38	35,000.00	10,677.38
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	500.00	500.00
1121200306	PARKS - MAINTENANCE	2,513.78	2,513.78	2,500.00	13.78
1121200307	DOCK & BOAT LAUNCH EXPENSES	15,241.75	15,241.75	20,000.00	4,758.25
1121200308	P.W. SMALL TOOLS/EQUIPMENT	2,514.59	2,514.59	2,000.00	514.59
1121200309	PORTA POTTI RENTALS	4,435.20	4,435.20	5,000.00	564.80
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS	71,044.33	71,044.33	67,000.00	4,044.33
ROADS, STREETS, HIGHWAY & SIDEWALKS					
1121200401	ROADS, STREETS AND LANES	25,094.48	25,094.48	5,000.00	20,094.48
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	18,828.70	18,828.70	10,000.00	8,828.70
1121200405	STREET LIGHTS - HYDRO	14,755.44	14,755.44	18,000.00	3,244.56
1121200406	STREET LIGHTS - MAINTENANCE	4,672.09	4,672.09	5,000.00	327.91
1121200407	STREET & TRAFFIC SIGNS	1,259.61	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	10,000.00	10,000.00	10,000.00	0.00
1121200410	MUNICIPAL HIGHWAY PAVING	9,700.00	9,700.00	10,000.00	300.00
	TOTAL ROADS, ST., HIWAY, & SIDEWALKS	84,310.32	84,310.32	61,000.00	23,310.32
	TOTAL PUBLIC WORKS DEPARTMENT	386,662.72	386,662.72	360,700.00	25,962.72
ENVIRONMENTAL HEALTH SERVICES					
1121300101	TRANSFER STATION WAGES	15,336.37	15,336.37	30,000.00	14,663.63
1121300103	TRANSFER STATION OPERATING	16,770.20	16,770.20	15,000.00	1,770.20

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121300105	GARBAGE COLLECTION CONTRACT	84,816.16	84,816.16	85,000.00	183.84
1121300106	RECYCLING DEPOT WAGES	32,898.23	32,898.23	25,000.00	7,898.23
	TOTAL ENVIRONMENTAL HEALTH SERVICES	149,820.96	149,820.96	155,000.00	5,179.04
PUBLIC HEALTH & WELFARE					
1121400101	CEMETERY WAGES	225.00	225.00	1,500.00	1,275.00
1121400102	CEMETERY SUPPLIES & MAINTENANCE	609.10	609.10	500.00	109.10
1121400201	BUILDING INSPECTION	978.13	978.13	1,500.00	521.87
1121400302	OFFICIAL COMMUNITY PLAN - Min. No. 1	12,558.09	12,558.09	0.00	12,558.09
	TOTAL PUBLIC HEALTH & WELFARE	14,370.32	14,370.32	3,500.00	10,870.32
ENVIRONMENTAL DEVELOPMENT					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	14,476.27	14,476.27	30,000.00	15,523.73
1121500102	BOULEVARD MAINTENANCE	9,335.43	9,335.43	20,000.00	10,664.57
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	23,811.70	23,811.70	66,500.00	42,688.30
	TOTAL ENVIRONMENTAL SERVICES	188,002.98	188,002.98	225,000.00	36,997.02
RECREATION SERVICES					
RECREATION DEPARTMENT					
1121600101	RECREATION DEPARTMENT WAGES & BENEFITS	110,468.01	110,468.01	92,500.00	17,968.01
1121600102	RECREATION DEPT. MEDICAL REFERRAL	265.00	265.00	250.00	15.00
1121600104	EDUCATION & TRAINING C.C.	0.00	0.00	500.00	500.00
	TOTAL RECREATION DEPT. WAGES/BENEFITS	110,733.01	110,733.01	93,250.00	17,483.01
RECREATION PROGRAMS					
1121600302	RECREATION PROGRAMS AND SUPPLIES	3,414.06	3,414.06	4,000.00	585.94
1121600305	STAFF SWEAT/T SHIRT EXPENSE	426.50	426.50	500.00	73.50
1121600306	C.C. COMPUTER LAB	1,562.20	1,562.20	2,000.00	437.80
1121600308	MISC. MERCHANDISE	2,429.29	2,429.29	0.00	2,429.29
1121600309	CONCESSION SUPPLIES	2,201.23	2,201.23	0.00	2,201.23
	TOTAL RECREATION DEPARTMENT PROGRAMS	10,033.28	10,033.28	6,500.00	3,533.28
OTHER RECREATION SERVICES					
1121600402	AID TO PUBLIC HOLIDAYS	5,438.79	5,438.79	4,000.00	1,438.79
1121600403	LIBRARY REQUISITION	25,354.00	25,354.00	25,000.00	354.00
	TOTAL OTHER RECREATION DEPT. SERVICES	30,792.79	30,792.79	29,000.00	1,792.79
	TOTAL RECREATION DEPARTMENT SERVICES	151,559.08	151,559.08	128,750.00	22,809.08
ARENA					
1121700106	ARENA ALARM MONITORING	263.45	263.45	300.00	36.55
1121700201	ARENA INSURANCE	14,500.38	14,500.38	14,500.00	0.38
1121700202	ARENA TELEPHONE	775.99	775.99	1,000.00	224.01
1121700203	ARENA HYDRO & PROPANE	2,892.02	2,892.02	5,000.00	2,107.98
1121700204	ARENA BUILDING OPERATION & MAINTENANCE	12,668.08	12,668.08	2,000.00	10,668.08
	TOTAL ARENA EXPENDITURES	31,099.92	31,099.92	22,800.00	8,299.92
	TOTAL ARENA EXPENSES	31,099.92	31,099.92	22,800.00	8,299.92
COMMUNITY CENTRE					
1121800101	JANITOR SALARIES & BENEFITS	28,126.24	28,126.24	23,000.00	5,126.24
1121800102	JANITOR MEDICAL REFERRAL	0.00	0.00	300.00	300.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	300.00	300.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	263.45	263.45	300.00	36.55
1121800201	COMMUNITY CENTRE INSURANCE	9,158.78	9,158.78	9,000.00	158.78
1121800202	COMMUNITY CENTRE TELEPHONE	780.90	780.90	1,000.00	219.10
1121800203	COMMUNITY CENTRE HEAT & LIGHT	16,679.51	16,679.51	17,000.00	320.49
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	12,703.57	12,703.57	10,500.00	2,203.57
	TOTAL COMMUNITY CENTRE EXPENDITURES	67,712.45	67,712.45	61,500.00	6,212.45
	TOTAL COMMUNITY CENTRE EXPENSES	67,712.45	67,712.45	61,500.00	6,212.45
SEA VIEW ACTIVITY CENTER					
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	1,146.38	1,146.38	1,200.00	53.62
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	776.01	776.01	1,000.00	223.99
1121900204	SEA VIEW ACTIVITY CENTRE JANITORIAL	191.40	191.40	0.00	191.40
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	88.32	88.32	4,000.00	3,911.68

VILLAGE OF PORT ALICE
REVENUE AND EXPENSE (HEADER - DETAIL - TOTALS) WITHOUT ENCUMBRANCE
For Fiscal Year 2022, Period 1 to 12 and Budget Cycle Provisional and Prd 1 to 12 Actuals

Date: 17/01/2023
Time: 11:01:20

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	2,202.11	2,202.11	6,200.00	3,997.89
DEBT CHARGES					
BANK CHARGES					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	24,878.55	24,878.55	33,900.00	9,021.45
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	615.17	615.17	0.00	615.17-
1122100103	BANK CHARGES	5,413.18	5,413.18	3,000.00	2,413.18-
1122100106	TRANSFER GAS TAX	0.00	0.00	85,000.00	85,000.00
	TOTAL DEBT CHARGES	30,906.90	30,906.90	121,900.00	90,993.10
	TOTAL FISCAL SERVICES & DEBT CHARGES	30,906.90	30,906.90	121,900.00	90,993.10
LAND & OFFICE EQUIPMENT					
1122300106	GENERAL CAP:RURAL DIVIDEND GRANT PR	45,271.09	45,271.09	0.00	45,271.09-
1122300109	ESS EQUIPMENT	2,854.71	2,854.71	5,000.00	2,145.29
1122300111	MURAL GRANTS	1,000.00	1,000.00	5,000.00	4,000.00
1122300116	OCP UPDATE	211.19	211.19	50,000.00	49,788.81
1122300150	LAND CAP:MARINA	0.00	0.00	25,000.00	25,000.00
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	49,336.99	49,336.99	85,000.00	35,663.01
PUBLIC WORKS					
1122300407	P.W. CAP:SALT SHED	2,336.88	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	21,285.78	21,285.78	165,000.00	143,714.22
RECREATION					
1122300503	REC. CAP: BIKE TRAILS	302.38	302.38	0.00	302.38-
1122300506	LIONS PARK OUTDOOR FITNESS	34,530.45	34,530.45	50,000.00	15,469.55
1122300507	KAYAK PROJECT	19,187.58	19,187.58	0.00	19,187.58-
	TOTAL REC. DEPART. CAP. EXPENDITURES	54,020.41	54,020.41	50,000.00	4,020.41-
	TOTAL CAPITAL EXPENDITURES	124,643.18	124,643.18	300,000.00	175,356.82
	GRAND TOTAL GENERAL FUND EXPENDITURES	1,493,597.44	1,493,597.44	1,756,650.00	263,052.56
TRANSMISSION OF TAXES					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	98,527.59	98,527.59	0.00	98,527.59-
1122500110	REGIONAL DISTRICT OF MT. WADDINGTON	57,396.00	57,396.00	0.00	57,396.00-
1122500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	23,816.00	23,816.00	0.00	23,816.00-
	TOTAL TRANSMISSION OF TAXES	179,739.59	179,739.59	0.00	179,739.59-
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	1,673,337.03	1,673,337.03	1,756,650.00	83,312.97
WATER REVENUE FUND					
REVENUE					
2110000101	WATER RATES REVENUE	63,775.89-	63,775.89-	60,000.00-	3,775.89
2110000102	WATER RATES PENALTIES	1,203.40-	1,203.40-	1,000.00-	203.40
	TOTAL WATER RATES REVENUE	64,979.29-	64,979.29-	61,000.00-	3,979.29
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	64,979.29-	64,979.29-	211,000.00-	146,020.71-
WATER FUND EXPENDITURE					
2121200101	WATER EQUIP. MAINT. WAGES	13,367.17	13,367.17	20,000.00	6,632.83
2121200201	INSURANCE - WATER SYSTEM	4,484.88	4,484.88	4,500.00	15.12
2121200301	WATER EQUIP. REPAIR/MAINT.	41,270.16	41,270.16	30,000.00	11,270.16-
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,500.00	6,500.00
	TOTAL WATER MAINTENANCE EXPENDITURES	59,122.21	59,122.21	61,000.00	1,877.79
FUNDS TRANSFERS					
2122300103	WATER WELL REPLACEMENTS	123,392.62	123,392.62	150,000.00	26,607.38
	TOTAL DEBT CHARGES & CAPITAL EXPEND.	123,392.62	123,392.62	150,000.00	26,607.38
	TOTAL WATER FUND EXPENDITURES	182,514.83	182,514.83	211,000.00	28,485.17
	TOTAL	182,514.83	182,514.83	211,000.00	28,485.17
SEWER REVENUE					
3110000101	SEWER RATES REVENUE	142,140.36-	142,140.36-	140,000.00-	2,140.36

VILLAGE OF PORT ALICE
REVENUE AND EXPENSE (HEADER - DETAIL - TOTALS) WITHOUT ENCUMBRANCE
For Fiscal Year 2022, Period 1 to 12 and Budget Cycle Provisional and Prd 1 to 12 Actuals

Date: 17/01/2023
Time: 11:01:20

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/01/2022
To 31/12/2022

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
3110000103	SEWER RATES PENALTIES	3,028.87-	3,028.87-	2,000.00-	1,028.87
	TOTAL SEWER REVENUE	145,169.23-	145,169.23-	142,000.00-	3,169.23
	GRAND TOTAL SEWER FUND REVENUE	145,169.23-	145,169.23-	142,000.00-	3,169.23
EXPENDITURES					
3121200101	SEWER TREATMENT PLANT WAGES	32,950.35	32,950.35	25,000.00	7,950.35-
3121200102	SEWER DIST. SYSTEM WAGES	5,444.91	5,444.91	5,000.00	444.91-
3121200201	SEWER INSURANCE	6,154.13	6,154.13	6,500.00	345.87
3121200202	SEWER PLANT TELEPHONE EXPENSE	1,822.51	1,822.51	1,500.00	322.51-
3121200203	SEWER HYDRO	18,164.19	18,164.19	23,000.00	4,835.81
3121200204	SEWER SUPPLIES & MAINTENANCE	34,793.35	34,793.35	20,000.00	14,793.35-
3121200205	SLUDGE DISPOSAL	13,657.15	13,657.15	8,000.00	5,657.15-
3121200206	WASTE MANAGEMENT PERMIT FEES	677.47	677.47	700.00	22.53
	TOTAL SEWER OPERATING EXPENSE	113,664.06	113,664.06	89,700.00	23,964.06-
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:	86,030.37	86,030.37	0.00	86,030.37-
	REPORT TOTALS:	513,409.77-	513,409.77-	0.00	513,409.77

*** End of Report ***

VILLAGE OF PORT ALICE

Report to Council

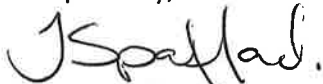
TO: Mayor and Council
FROM: Tanya Spafford, Administrative Assistant
DATE: January 19, 2023
SUBJECT: Freedom of Information and Privacy Act Directive

The Minister of Citizens' services has directed that all public bodies develop a privacy management program. The Village of Port Alice has a compliant policy in place for addressing personal information and will ensure it is up to date and addresses the expectations of this directive.

Our policy updates will include procedures for any future personal information breaches but already includes the statutory requirements.

The attachments to this report include the direction from Lisa Beare, Minister of Citizens' Services, and a list of the Village of Port Alice Personal Information Banks for your information.

Respectfully,



Tanya Spafford, Administrative Assistant



PRIVACY MANAGEMENT PROGRAM DIRECTION

TO: HEADS OF ALL PUBLIC BODIES

DIRECTION: 02/2022

SUBJECT: Direction to heads of public bodies on developing a privacy management program

AUTHORITY: This direction is issued under section 36.2 of the *Freedom of Information and Protection of Privacy Act*.

APPLICATION: This direction applies to heads of public bodies

EFFECTIVE DATE: February 1, 2023

Honourable Lisa Beare
Minister of Citizens' Services

Minister of Citizens' Services

Directions to Heads of Public Bodies issued under Section 36.2 of the *Freedom of Information and Protection of Privacy Act*

I, Lisa Beare, Minister of Citizens' Services (the Minister), issue the following direction to heads of public bodies under section 36.2 of the *Freedom of Information and Protection of Privacy Act*, R.S.B.C. 1996, c. 165 (FOIPPA).

A. Preamble

Relevant Legislative Requirements

Section 36.2 of FOIPPA requires the head of a public body to develop a privacy management program for the public body and to do so in accordance with the directions of the minister responsible for FOIPPA.

Context

Privacy management programs are vital to ensuring public bodies are accountable and transparent with respect to their management of personal information. They promote trust by assuring information sharing partners and the public that the public body is protecting the personal information in its custody or under its control. The requirement for a privacy management program is not intended to be burdensome and may comprise a public body's pre-existing privacy policies and practices.

The amount or sensitivity of personal information in the care of public bodies can vary substantially. This document is intended to provide scalable directions that can be applied to all public bodies.

Purpose

The following directions are intended to provide public bodies with a framework that outlines the key components of a privacy management program. Implementing these key components will assist public bodies in:

- setting expectations for privacy accountability; and
- supporting compliance with the privacy requirements of FOIPPA.

B. Definitions

In these directions:

- “employee” has the same meaning as in FOIPPA;
- “head” has the same meaning as in FOIPPA;
- “privacy breach” has the same meaning as in FOIPPA;
- “personal information” has the same meaning as in FOIPPA;
- “public body” has the same meaning as in FOIPPA;
- “service provider” has the same meaning as in FOIPPA.

C. Components of a privacy management program

Components of a privacy management program should be reasonable and scaled commensurate with the volume and sensitivity of the personal information in the public body’s custody or under its control and must include at least the following:

1. The designation, by the head of a public body, of an individual(s) to be responsible for the following:
 - a. being a point of contact for privacy-related matters such as privacy questions or concerns;
 - b. supporting the development, implementation, and maintenance of privacy policies and/ or procedures; and
 - c. supporting the public body’s compliance with FOIPPA.
2. A process for completing and documenting privacy impact assessments as required and information-sharing agreements as appropriate under FOIPPA.
3. A documented process for responding to privacy complaints and privacy breaches.

4. Privacy awareness and education activities to ensure employees are aware of their privacy obligations. These activities may be scaled to meet the volume and sensitivity of personal information in the custody or under the control of the of the public body and should be undertaken at timely and reasonable intervals.
5. Privacy policies and any documented privacy processes or practices available to employees and where practicable, to the public.
6. Method(s) to ensure that service providers are informed of their privacy obligations (e.g., awareness activities, contractual terms that address privacy obligations).
7. A process for regularly monitoring the privacy management program and updating as required, to ensure it remains appropriate to the public body's activities and is compliant with FOIPPA.

Other obligations

This Direction does not affect any statutory or other legal obligation for a public body to protect or secure personal information.

This Direction remains in effect until rescinded or superseded.

Village of Port Alice

Personal Information Banks (PIB's)

Documents	Date Range	Stored At	Access
Assessment Roll	From Incorporation	V.O.	VO Staff
Accounts Payable Vendors	2000-Current	MAIS	Finance Dept + CAO
Accounts Receivable	2000-Current	MAIS	Finance Dept + CAO
Business License Roll	Current + 7 Years	V.O.	Mgmt\ Admin
Citizen Concern Spreadsheet	1998-current	V.O.	V.O. Staff
Dog License List	2002-current	V.O.	V.O. Staff
Election Poll Book & Forms	2022	Storage	Election Officials
Employment App & Cover Letters,	During search process	V.O.	Hiring Committee
Incident Reports	Current + 7 years	V.O.	Involved staff
Internal Communications\Memos	Current + 7 years	V.O.	All staff\Council
Key Sign Out Forms	Current + 7 Years	V.O.	V.O. Staff
Marina License List	Current + 7 Years	V.O.	V.O. Staff\Wharfinger
Members of Council, Boards	From Incorporation	V.O.	All staff\Council
Occupational Health and Safety	Current + 10 Years	V.O.	Dept Heads & Mgmt
Personel Files	Current + 10 Years	V.O.	Mgmt\ Admin Assist
Recreation Program Registration	Current + 7yrs	Com Centre	Com Centre Staff
Seniors Rate List	2005-2014	V.O.	Finance Dept + CAO
Tax Billing Information	Current + 10 yrs	V.O. & Storage	Finance Dept + CAO
Tax Billing Information	2000-Current	MAIS	Finance Dept + CAO
Utility Billing Information	Current + 10 years	V.O.	Finance Dept + CAO
Weightroom Passholders	Current + 7 Years	V.O.	V.O. Staff
Youth Registration Forms	Current + 7 Years	Com Centre	Com Centre Staff

Updated January 2023



INFORMATION ITEMS

MEDIA RELEASE

Jan 12, 2023

FOR IMMEDIATE RELEASE

MR23-002

Learning Our Way means listening to Indigenous communities

Evelyn Voyageur, Ph.D., spent her early career as an Indigenous nurse, knowing other health care professionals needed to listen and learn from Indigenous people.

As her career progressed, from licensed practical nurse to registered nurse while earning two master's degrees and a PhD, she started working with North Island College to prepare nursing students to be more responsive and open to Indigenous people—marking a change from the system in which she started.

“When I became a nurse, I saw a lot of inequality in the health care system,” she said. “I saw the need for better health care for my people. Our care was not up to par.”

In her role as NIC nursing faculty member and Elder-in-Residence, Voyageur has for more than 15 years prepared nursing students by bringing them to remote Indigenous communities to connect with the people there and better understand the importance of relationship-building.



Dr. Evelyn Voyageur speaks to NIC nursing students taking part in a field school.

Now, thanks to a \$359,044 research grant from College and Community Social Innovation Fund, announced last fall, the NIC program will build on Voyageur's work with nursing students at field schools in First Nations communities on Vancouver Island. The CCSIF grants are managed by the Natural Sciences and Engineering Research Council of Canada (NSERC), in collaboration with the Canadian Institutes of Health Research (CIHR) and the Social Sciences and Humanities Research Council (SSHRC).

The grant for Learning Our Way: Indigenous Community Based Learning Circles for Transformative Reconciliation in Health Professional Education and Practice will allow NIC to partner with several Indigenous communities to expand it beyond nurses to professionals in the rest of the health care system.

“Learning Our Way is teaching the teachings that we First Nations received all through our lives, there to keep us healthy, to keep us balanced in life,” Voyageur said.

With the new grant funding, Learning Our Way will be open to a broader range of health care professionals, beyond nursing students.

It is also increasing the number of Indigenous communities who participate. As an NIC nursing instructor, Joanna Fraser, Ph.D., has already been working with Indigenous communities on issues such as community responsive nursing services for remote communities. Her work, guided by Evelyn Voyager, has included a longstanding seven-day field school with the Wuikinuxv in Rivers Inlet, as well as the Ka:'yu:'k't'h'/Che:k:tles7et'h' First Nations and Huu-ay-aht First Nations. The program is also expanding to include Kwagu't in the Fort Rupert area near Port Hardy.

“Those four Indigenous communities have committed to holding field schools with this funding,” Fraser said.

The field schools are directed by the community and how they want nursing students, and now other health professionals, to learn. The approach, in other words, takes the top-down method of educating out of the process.

NIC is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuw-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the college's campuses are situated. www.nic.bc.ca



MEDIA RELEASE

"It often involves being out on the land. It often involves ceremonies in the big houses. It's very much about sitting at people's kitchen tables and having conversations," she said.

Learning Our Way also means learning from the surrounding environment.

"You just learn by being on the water," she said. "The land teaches you about vulnerability and the fact you're in the hands of the community members for your health and safety. It totally turns the tables."

Both Voyageur and her brother, Paul Willie, a community leader and project research advisor, speak about the importance of strong family connections and culture to their people's health. Willie recalls being mute through the first five years of life until learning to speak with help from his great uncle (O'gwa) George Henry, who also taught him that life is a journey of self-discovery and that learning is best achieved by adopting a "Learning Mindset-being open to new opportunities and different ways of doing things," as proposed in the project.

"The importance of programs like Learning Our Way is that when we learn about others, we learn about ourselves," Willie said. "We have chosen to experience our physicality in these times, to evolve by our experience, the evolution of our spiritual beingness. We must always come from a learning mindset. We are spiritual beings having a physical experience."

For Voyageur, an important part of the program is for people in the health care system to listen and understand Indigenous communities' stories, especially about the multi-generational effects of the residential school system.

"Unless you really understand that, you're not going to do a good job," she said. "Every place I worked, I used to educate them on how to do a better job. That was my mission in life, and it still is today."

The project has a three-year timeframe, but Fraser would like to see it become sustainable for the long-term and bring in more Indigenous people's points of view.

"I know other communities are interested," she said.

Media Contact

Elizabeth Young

Communications Officer, North Island College

O: 250-334-5233 | C: 250-207-6946

elizabeth.young@nic.bc.ca