

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JUNE 28, 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 June 28, 2023, 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 June 14, 2023, be approved.*

(5) NEW BUSINESS:

(6) COMMUNICATIONS:

Pg 5

a.) Request for Temporary RV parking
June 23, 2023, Request from Shah Sajid

(7) REPORTS:

Pg 7

a.) Office Renovations
June 21, 2023, Report from Bonnie Danyk, CAO/CFO

Pg 9

b.) LGMA Conference
June 21, 2023, Report from Bonnie Danyk, CAO/CFO

Pg 11

c.) 2023 UBCM Meetings
June 22, 2023, Report from Bonnie Danyk, CAO/CFO

Pg 13-44

d.) Statement of Financial Information
June 2023, Report from Bonnie Danyk, CAO/CFO

e.) 2023 Annual Report for the Year 2022 – On table and Online

(8) BYLAWS:

Pg 45-46

a.) Bylaw 683, Levying of Property Tax Rates for the Year 2023

Recommendation: That Bylaw No. 683 receive first, second, and third reading.

(9) QUESTION PERIOD:

(11) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held June 28, 2023, be adjourned

INFORMATION ITEMS:

a.) June 22, 2023, UBCM Meeting Request Info and Links

b.) June 2023, Island Coastal Inter-Community Transportation Study

**VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY JUNE 14, 2023
AT COUNCIL CHAMBERS, VILLAGE OFFICE**



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

Staff
Ryan Nicholson, Ec Dev Officer
Tanya Spafford, Admin Assistant

Call to order 6:00 pm

ADOPTION OF AGENDA:

Moved, Seconded and CARRIED

**55/23
Adoption of
Agenda**

***THAT** the Agenda for the Meeting of the Village of Port Alice for June 14, 2023, be approved;
AND THAT all delegations, reports, correspondence, and other information set to the agenda be received with the addition of the discussion of trees along roadways.*

DELEGATION:

MINUTES:

**56/23
Minutes of
May 24, 2023**

Moved, Seconded and CARRIED
***THAT** the Minutes from the Council Meeting of May 24, 2023, be approved.*

NEW BUSINESS:

COMMUNICATIONS:

Information re: preparation for Potential Seasonal Disasters

June 6, 2023, Letter from Tara Faganello, Assistant Deputy Minister, Min of Municipal Affairs

BC Coastal Marine Strategy Meeting

June 6, 2023 email from MLA Michelle Babchuk

REPORTS:

BYLAWS:

**57/23
682 Garbage
Bylaw**

Village of Port Alice Garbage Removal Bylaw No 682

Moved, Seconded and CARRIED
That Bylaw No. 682 be given fourth reading and adoption.

DISCUSSION:

Discussion regarding trees along roadways and near hydro lines. Staff to return with more information regarding costs.

QUESTION PERIOD:

58/23
Adjournment

ADJOURNMENT:

Moved, Seconded and CARRIED

THAT the Regular meeting of the Village of Port Alice held June 14, 2023, be adjourned at 7:00pm.

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held June 14, 2023.

Mayor

Chief Administrative Officer

Tanya Spafford

From: Sajid M. Shah
Sent: Friday, June 23, 2023 12:26 PM
To: Tanya
Subject: Re: 1091 Marine Dr port Alice

Hello Tanya - I would like to request to keep my RV Camper on the side until the first week of August so that I can complete my foundation development work once my approval is granted. This will help me to conduct my construction related meetings as well on the side. Thank you

Regards,

Shah



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor and Council
From: CAO / CFO
Date: June 21, 2023
Subject: Office Renovations

The Village of Port Alice received an unexpected dividend cheque from the North Island Community Forest for \$65,000.

Staff would like to request that Council consider using some of these funds to update the furniture in the Council Chambers and to replace the desks in the reception area to make them more ergonomic and functional.

I have estimated the expenses as follows:

Council Chambers:

Board Table \$ 4,000
Board Chairs \$ 5,500
Guest Chairs \$ 3,000
\$12,500

Reception Area:

Furniture \$ 10,000
Carpentry \$ 5,000
\$ 15,000

RECOMMENDATION: *THAT Council approve Village office renovations in the amount of \$ 27,500 to be funded from North Island Community Forest money.*



Bonnie Danyk
CAO / CFO



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor and Council
From: CAO / CFO
Date: June 21, 2023
Subject: LGMA Conference

Last week (Jun 12-16) I attended the local Government Management Association of BC Conference in Nanaimo.

On Tuesday I attended a workshop on responding to Climate Disasters which was very informative. There were presentations from Lytton about wildfire and Grand Forks about flooding. There was also information from the Community Energy Association and the BC Climate Action Secretariat.

Wednesday was the Keynote from former Olympic athlete Waneek Horn-Miller which was very inspiring and emotional. I also attended workshops on First Nation Reconciliation, digitizing forms and processes and supporting equity in planning and policy.

On Thursday I attended workshops on Development approvals, Legal updates, flooding and legalities regarding local government decisions.

The main focuses at the conference were reconciliation and climate action.

It was great to attend an in-person conference after everything being zoom the last few years and connect with colleagues.

Bonnie Danyk
CAO / CFO

VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor & Council
From: CAO / CFO
Date: June 22, 2023
Subject: 2023 UBCM Meetings

The 2023 deadline for requesting meetings at UBCM with Ministries, Agencies, Commissions and Corporations is August 23, 2023.


Last year we had the following meetings:

- BC Hydro: to discuss the substation in the industrial park and power outages
- BCEHS: lack of coverage
- Ministry of Transportation: The Mill Road
- Ministry of Jobs, Economic Recovery & Innovation: potential uses of the Mill site
- Ministry of Environment: Golf Course and Cemetery, bear issues
- Ministry of Health: Port Alice Health Centre and staffing issues.
- Ministry of Municipal Affairs: Complicated grant requirements, Communications
- Telus: Phone booth and last mile connections

The deadline for meetings with Premier David Eby and the Ministry of Municipal Affairs is June 30.

Which organizations would Council like meetings with this year and what would you like to see addressed?

Respectfully submitted,



Bonnie Danyk
CAO / CFO

Financial Information Regulation, Schedule 1

Checklist – Statement of Financial Information (SOFI)

For the Corporation:

Corporate Name: Village of Port Alice Contact Name: Bonnie Danyk
 Fiscal Year End: 2022 Phone Number: (250) 284-3391
 Date Submitted: June 29, 2023 E-mail: cao@portalice.ca

For the Ministry:

Ministry Name: _____ Reviewer: _____
 Date Received: _____ Deficiencies: Yes ☐ No ☐
 Date Reviewed: _____ Deficiencies Addressed: Yes ☐ No ☐
 Approved (SFO): _____ Further Action Taken: _____

Distribution: Legislative Library ☐ Ministry Retention ☐

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
General					
1 (1) (a)	Statement of assets and liabilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 11
1 (1) (b)	Operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 12
1 (1) (c)	Schedule of debts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 19
1 (1) (d)	Schedule of guarantee and indemnity agreements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1 (1) (e)	Schedule of employee remuneration and expenses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
1 (1) (f)	Schedule of suppliers of goods and services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 31
1 (3)	Statements prepared on a consolidated basis or for each fund, as appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 26
1 (4) 1 (5)	Notes to the financial statements for the statements and schedules listed above	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 15-24

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Statement of Assets & Liabilities					
2	<ul style="list-style-type: none"> A balance sheet prepared in accordance with GAAP or stated accounting principles / policies, and Show changes in equity and surplus or deficit due to operations 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 11
Operational Statement					
3 (1)	Prepared in accordance with GAAP or stated accounting principles / policies and consists of: <ul style="list-style-type: none"> a Statement of Income or Statement of Revenue and Expenditures, and a Statement of Changes in Financial Position 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 12
3 (2) 3 (3)	<ul style="list-style-type: none"> The Statement of Changes in Financial Position may be omitted if it provides no additional information The omission must be explained in the notes 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3 (4)	Community colleges, school districts, and municipalities must prepare a Statement of Changes in Financial Position for the Capital Fund	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 13
Schedule of Debts					
4 (1) (a) 4 (2)	List each long-term debt (secured by debentures, mortgages, bonds, etc.), stating the amount outstanding, the interest rate, and the maturity date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 19
4 (1) (b)	Identify debts covered by sinking funds or reserves and amounts in these accounts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4 (3) 4 (4)	<ul style="list-style-type: none"> The schedule may be omitted if addressed under section 2 or 5 and it provides no additional information The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Guarantee and Indemnity Agreements					
5 (1)	List financial agreements that required government approval prior to being given (see Guarantees and Indemnities Regulation in FIA Guidance Package)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (2)	State the entities involved, and the specific amount involved if known	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5 (3) 5 (4)	<ul style="list-style-type: none"> The schedule may be omitted if addressed under section 2 or 4 and it provides no additional information The omission must be explained in a note to the schedule 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (2) (a)	List separately, by name and position, the total remuneration and the total expenses for each elected official, member of the board of directors, and employee appointed by Cabinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
6 (2) (b)	List alphabetically each employee whose total remuneration exceeds \$75,000 and the total expenses for each [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
6 (2) (c)	Include a consolidated total for employees whose remuneration is \$75,000 or less [excluding the persons listed under 6 (2) (a)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
6 (2) (d)	Reconcile or explain any difference between total remuneration in this schedule and related information in the operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
6 (3)	Exclude personal information other than name, position, function or remuneration and expenses of employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Schedule of Remuneration and Expenses (See Guidance Package for suggested format)					
6 (6)	Report the employer portion of EI and CPP as a supplier payment to the Receiver General for Canada rather than as employee remuneration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 (7) (a) 6 (7) (b)	Include a statement of severance agreements providing: <ul style="list-style-type: none"> the number of severance agreements under which payment commenced in the fiscal year being reported on for non-union employees, and the range of equivalent months' compensation for them (see Guidance Package for suggested format)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 30
6 (8)	Provide the reason for omitting a statement of severance agreements in a note to the schedule of remuneration and expenses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Schedule of Suppliers of Goods or Services (See Guidance Package for suggested format)					
7 (1) (a)	List in alphabetical order all suppliers of goods and services who received aggregate payments exceeding \$25,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 31
7 (1) (b)	Include a consolidated total of all payments to suppliers who received \$25,000 or less	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 31
7 (1) (c)	Reconcile or explain any difference between the consolidated total and related figures in the operational statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 31
7 (2) (b)	Include a statement of payments for the purposes of grants or contributions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 31

FIR Schedule 1 Section	Item	Yes	No	N/A	Comments
Inactive Corporations					
8 (1)	The ministry reports for the corporation if the corporation is not operating to the extent required to produce a SOFI	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (a)	The ministry's report contains the statements and schedules required under section 1 (1), to the extent possible	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8 (2) (b)	The ministry's report contains a statement of the operational status of the corporation (see Guidance Package regarding what to include)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Approval of Financial Information					
9 (1)	Corporations other than municipalities – the SOFI is signed as approved by the board of directors or the governing body (see Guidance Package for example)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9 (2)	Municipalities – the SOFI is approved by its council and by the officer assigned responsibility for financial administration (see Guidance Package for example)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 32
9 (3)	A management report is included, signed by the head and chief financial officer, or by the municipal officer assigned responsibility for financial administration (see examples in annual report at http://www.gov.bc.ca/cas/popt/)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 8
9 (4)	The management report explains the roles and responsibilities of the board of directors or governing body, audit committee, management, and the auditors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Page 8
9 (5)	Signature approvals required in section 9 are for each of the statements and schedules of financial information, not just the financial statements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

VILLAGE OF PORT ALICE
Financial Statements
December 31, 2022

VILLAGE OF PORT ALICE

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December 31, 2022

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MANAGEMENT REPORT

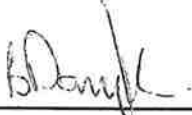
December 31, 2022

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

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

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

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the financial position of the Village of Port Alice as at December 31, 2022.



Bonnie Danyk, CAO, CFO
May 4, 2023



INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the Village of Port Alice

Opinion

We have audited the financial statements of the Village of Port Alice (the "Village"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022, and the results of its financial performance and cash flows for the year then ended in accordance with Canadian public sector accounting standards ("PSAS").

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Auditors' Responsibilities for the Audit of the Financial Statements (continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chan Nawosad Boatis Inc

Chartered Professional Accountants
Campbell River, BC

May 4, 2023

VILLAGE OF PORT ALICE

Statement of Financial Position

December 31, 2022

2022

2021

FINANCIAL ASSETS

Cash	\$ 2,026,699	\$ 2,078,200
Portfolio Investments (Note 2)	2,118,978	2,078,737
Accounts Receivable (Note 3)	42,742	58,950
Taxes and User Fees Receivable (Note 4)	214,603	160,539
Investment in NICFL and NICFLP (Note 5)	301,289	224,914
	<u>4,704,311</u>	<u>4,601,340</u>

LIABILITIES

Accounts Payable and Accrued Liabilities	187,398	194,956
Deferred Grants and Unearned Revenue (Note 6)	383,818	394,912
Long Term Debt (Note 7)	403,953	429,233
	<u>975,169</u>	<u>1,019,101</u>

NET FINANCIAL ASSETS

3,729,142 3,582,239

NON-FINANCIAL ASSETS

Tangible Capital Assets (Note 9)	8,512,443	8,694,532
Inventory	2,347	2,347
	<u>8,514,790</u>	<u>8,696,879</u>

ACCUMULATED SURPLUS (Note 10)

\$ 12,243,932 \$ 12,279,118

Approved by:



Chief Finance Officer



Mayor

VILLAGE OF PORT ALICE

Statement of Operations

Year Ended December 31, 2022

	2022		2021
	Budget	Actual	
	(Note 16)		
Revenues (Schedules 2 and 3)			
Taxation	\$ 697,000	\$ 673,096	\$ 553,995
Utility Connection Fees and User Rates	203,000	210,148	207,299
Government Grants - Federal (Schedule 1)	7,100	8,808	7,026
Government Grants - Provincial (Schedule 1)	574,500	629,730	556,315
Sales of Services	103,750	116,657	87,937
Equity Loss - NICFL and NICFLP (Note 5)	-	226,375	(26,064)
Other (Note 12)	62,300	307,995	189,579
	<u>1,647,650</u>	<u>2,172,809</u>	<u>1,576,087</u>
Expenditures (Schedules 2 and 3)			
General Departmental Expenditures	1,371,650	1,895,959	1,629,674
Water System Operations	54,500	95,182	77,438
Sewer System Operations	89,700	216,854	251,701
	<u>1,515,850</u>	<u>2,207,995</u>	<u>1,958,813</u>
Annual Surplus (Deficit)	131,800	(35,186)	(382,726)
Accumulated Surplus - Beginning of Year	<u>12,279,118</u>	<u>12,279,118</u>	<u>12,661,844</u>
Accumulated Surplus - End of Year	<u>\$ 12,410,918</u>	<u>\$ 12,243,932</u>	<u>\$ 12,279,118</u>

VILLAGE OF PORT ALICE

Statement of Change in Net Financial Assets

Year Ended December 31, 2022

	2022		2021
	Budget	Actual	
	(Note 16)		
Annual Surplus (Deficit)			
\$ (382,726)	\$ 131,800		\$ (35,186)
Acquisition of Tangible Capital Assets	450,000	(250,940)	(111,651)
Amortization of Tangible Capital Assets	-	433,029	426,233
	<u>450,000</u>	<u>182,089</u>	<u>314,582</u>
Change in Net Financial Assets for the Year	(318,200)	146,903	(68,144)
Net Financial Assets - Beginning of Year	<u>3,582,239</u>	<u>3,582,239</u>	<u>3,650,383</u>
Net Financial Assets - End of Year	<u>\$ 3,264,039</u>	<u>\$ 3,729,142</u>	<u>\$ 3,582,239</u>

VILLAGE OF PORT ALICE

Statement of Cash Flows

Year Ended December 31, 2022

2022

2021

Cash Flows From Operating Activities:

Annual Surplus (Deficit)	\$	(35,186)	\$	(382,726)
Items Not Involving Cash				
Equity (Income) Loss from NICFL and NICFLP		(226,375)		26,064
Amortization of Tangible Capital Assets		<u>433,029</u>		<u>426,233</u>
		171,468		69,571
Changes in Non-Cash Operating Balances				
Accounts and Taxes Receivable		(37,856)		243,453
Accounts Payable and Accrued Liabilities		(7,504)		49,284
Deferred Grants and Unearned Revenue		<u>(11,094)</u>		<u>290,182</u>
		<u>115,014</u>		<u>652,490</u>

Cash Flows From Capital Activities:

Purchase of Tangible Capital Assets	<u>(250,940)</u>	<u>(111,651)</u>
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Cash Flows From Investing Activities:

Transfers to Portfolio Investments	(40,295)	(1,002,036)
Transfers from North Island Community Forest	<u>150,000</u>	<u>-</u>
	<u>109,705</u>	<u>(1,002,036)</u>

Cash Flows From Financing Activities:

Repayment of Long Term Debt	<u>(25,280)</u>	<u>(18,058)</u>
Decrease in Cash	(51,501)	(479,255)
Cash - Beginning of Year	<u>2,078,200</u>	<u>2,557,455</u>
Cash - End of Year	<u>\$ 2,026,699</u>	<u>\$ 2,078,200</u>

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

The Village of Port Alice (the "Village") was incorporated as a municipality in 1965 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of local government services to residents of the Village. These services include fire protection, public works, planning, parks and recreation, water distribution and sewer collection, and other general government services, as governed by the Community Charter and Local Government Act.

1. Significant Accounting Policies:

a) Basis of Presentation:

The Village prepares its financial statements in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board ("PSAB") for the Chartered Professional Accountants of Canada.

b) Investments:

Portfolio investments are recorded at fair value. The investments in North Island Community Forest Ltd. and North Island Community Forest Limited Partnership are recorded using the modified equity method.

c) Tangible Capital Assets:

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset commencing once the asset is in use. Donated tangible capital assets are recorded at fair value at the time of the donation.

Estimated useful lives of tangible capital assets are as follows:

Buildings	15 to 50 years
Equipment	5 to 25 years
Roads and Bridges	5 to 70 years
Other	5 to 50 years
Water and Other Utility Systems	5 to 100 years
Sewer	5 to 80 years
Drainage	25 to 80 years

d) Collection of Taxes on Behalf of Other Taxation Authorities:

The Village collects taxation on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these financial statements. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

e) Trust Funds:

Funds held in trust by the Village, and their related operations, are not included in these financial statements. The financial activity and position of the trust funds are reported separately (Note 14).

f) Retirement Benefits and Other Future Employee Benefit Plans:

The Village's contributions to its multi-employer defined benefit plan are expensed as incurred. The costs of other pensions and other retirement benefits that accumulate over the period of service provided by employees are determined using the projected benefit method prorated on services based on management's best estimate of retirement age, inflation rates, investment returns, wage and salary escalation, insurance and health care cost trends, employee turnover, and discount rates.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

1. Significant Accounting Policies (continued):

g) Revenue Recognition and Deferred Grants:

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

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

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

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

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

h) Unearned Revenue:

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

i) Leases:

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

j) Contaminated Sites:

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

Management has assessed its potential liabilities including sites that are no longer in productive use and sites for which the Village accepts responsibility. There were no such sites that had contamination in excess of an environmental standard which required remediation, therefore no liability was recognized as at December 31, 2022 or December 31, 2021.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

1. Significant Accounting Policies (continued):

k) Financial Instruments:

Financial instruments consist of cash, portfolio investments, accounts receivable, accounts payable, and long term debt. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

l) Use of Estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenue and expenses during the reporting period.

Significant areas requiring the use of management estimates relates to the collectability of accounts receivable, estimates of contingent liabilities, the provision for amortization, and the estimation of potential environmental liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

2. Portfolio Investments:

	<u>2022</u>	<u>2021</u>
Money Market Funds - Municipal Finance Authority (MFA)	\$ <u>2,118,978</u>	\$ <u>2,078,737</u>

The current average annual yield of the money market funds held with MFA as at December 31, 2022 was 1.93% (2021 - 0.15%). The funds are redeemable on demand.

3. Accounts Receivable:

	<u>2022</u>	<u>2021</u>
Tax Prepayment - Regional District of Mount Waddington	\$ -	\$ 36,630
Trade and Insurance Receivable	1,091	879
GST Recoverable	39,312	19,776
Sundry	<u>2,339</u>	<u>1,665</u>
	\$ <u>42,742</u>	\$ <u>58,950</u>

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

4. Taxes and User Fees Receivable:

	2022	2021
Taxes Receivable	\$ 2,552,945	\$ 2,293,884
Allowance for Doubtful Accounts	<u>(2,338,342)</u>	<u>(2,133,345)</u>
	<u>\$ 214,603</u>	<u>\$ 160,539</u>

5. Investment in NICFL and NICFLP:

The Village has a 33% ownership interest in North Island Community Forest Ltd. (NICFL) and North Island Community Forest Limited Partnership (NICFLP). The investments in NICFL and NICFLP are treated as a government business enterprise and accounted for using the modified equity method. Under this method, the government business enterprise's accounting principles are not adjusted to conform with those of the Village and inter-corporate transactions are not eliminated.

As a government business enterprise, the NICFLP is required to report under International Financial Reporting Standards (IFRS). In the prior and current year, the NICFLP financial statements were prepared under Canadian Accounting Standards for Private Enterprises (ASPE). Any differences between ASPE and IFRS would likely be insignificant in nature.

	2022	2021
Investment in NICFL	\$ 1	\$ 1
Investment in NICFLP	5,000	5,000
Accumulated Net Equity Surplus - Beginning of Year	219,913	245,977
Share of Increase (Decrease) in Shareholders' Equity	226,375	(26,064)
Withdrawals During the Year	<u>(150,000)</u>	<u>-</u>
Accumulated Net Equity Surplus - End of Year	<u>\$ 301,289</u>	<u>\$ 224,914</u>

The condensed supplementary financial statement information of the partnership is as follows:

	2022	2021
Statement of Financial Position:		
Assets		
Cash and Receivables	\$ 1,074,781	\$ 696,086
Prepaid Expenses	<u>3,120</u>	<u>2,667</u>
Total Assets	<u>1,077,901</u>	<u>698,753</u>
Liabilities and Partners' Capital		
Trade and Other Payables	174,031	24,008
Total Partners' Capital	<u>903,870</u>	<u>674,745</u>
	<u>\$ 1,077,901</u>	<u>\$ 698,753</u>

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

5. Investment in NICFL and NICFLP (continued):

The condensed supplementary financial statement information of the partnership is as follows (continued):

	<u>2022</u>	<u>2021</u>
Statement of Income:		
Revenue	\$ 781,986	\$ 4,558
Expenditures	<u>102,861</u>	<u>82,749</u>
Net Loss	<u>679,125</u>	<u>(78,191)</u>
Partners' Capital:		
Partnership Units	71,370	64,578
Cumulative Withdrawals	(6,397,529)	(5,947,529)
Retained Earnings - End of Year	<u>7,230,029</u>	<u>6,557,696</u>
	<u>\$ 903,870</u>	<u>\$ 674,745</u>

6. Deferred Grants and Unearned Revenue:

	<u>2022</u>	<u>2021</u>
Prepaid Property Taxes	\$ 21,150	\$ 12,388
Provincial Government	357,407	377,513
Community Centre Deposits	<u>5,261</u>	<u>5,011</u>
	<u>\$ 383,818</u>	<u>\$ 394,912</u>

7. Long Term Debt:

	<u>2022</u>	<u>2021</u>
Community Centre Upgrade:		
Repayable at \$33,907 per year including interest at 2.0% per annum to the Municipal Financial Authority of British Columbia;		
Matures in October 2036	<u>\$ 403,953</u>	<u>\$ 429,233</u>

Future principal payments required on long-term debt are as follows:

2023	\$ 22,905
2024	23,707
2025	24,537
2026	25,395
2027	26,284
2027 and onwards	<u>281,125</u>
	<u>\$ 403,953</u>

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

8. Contingent Liabilities:

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

9. Tangible Capital Assets:

	Cost					Accumulated Amortization				Net Book Value	
	Opening	Additions	Disposals	Transfers	Closing	Opening	Amort	Disposals	Closing	2022	2021
Land	\$ 841,186	\$ -	\$ -	\$ -	\$ 841,186	\$ -	\$ -	\$ -	\$ -	\$ 841,186	\$ 841,186
Buildings	4,015,993	-	-	-	4,015,993	2,559,929	116,253	-	2,676,182	1,339,811	1,456,064
Equipment	1,411,615	44,109	-	-	1,455,724	999,193	45,566	-	1,044,759	410,965	412,422
Roads and Bridges	3,974,629	-	-	-	3,974,629	2,623,802	75,524	-	2,699,326	1,275,303	1,350,827
Other	1,411,842	75,000	-	-	1,486,842	345,131	68,428	-	413,559	1,073,283	1,066,711
Water Infrastructure	1,451,936	123,393	-	-	1,575,329	423,017	25,154	-	448,171	1,127,158	1,028,919
Sewer Infrastructure	3,320,974	-	-	-	3,320,974	999,649	97,486	-	1,097,135	2,223,839	2,321,325
Drainage	330,869	-	-	-	330,869	233,231	4,618	-	237,849	93,020	97,638
Work in Progress	119,440	8,438	-	-	127,878	-	-	-	-	127,878	119,440
	<u>\$16,878,484</u>	<u>\$ 250,940</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$17,129,424</u>	<u>\$8,183,952</u>	<u>\$ 433,029</u>	<u>\$ -</u>	<u>\$8,616,981</u>	<u>\$8,512,443</u>	<u>\$8,694,532</u>

10. Accumulated Surplus:

The Village segregates its accumulated surplus into the following categories:

	2022	2021
Current Fund	\$ 2,618,539	\$ 2,466,355
Reserve Funds (a)	1,514,556	1,545,117
Investment in Non-Financial Assets (b)	8,110,837	8,267,646
	<u>\$ 12,243,932</u>	<u>\$ 12,279,118</u>

- (a) **Reserve Funds**
Reserve Funds represent funds set aside by Bylaw or Council resolution for specific purposes. Details of reserve funds are shown below.
- (b) **Investment in Non-Financial Assets**
The investment in non-financial assets represents amounts already spent and invested in infrastructure and other non-financial assets, less any debt incurred to acquire the assets.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

10. Accumulated Surplus (continued):

Details of Reserve Funds are as follows:

	<u>2022</u>	<u>2021</u>
General Capital Reserve (a)	\$ 365,043	\$ 358,273
Fire Protection Capital Reserve (b)	202,874	191,292
Gas Tax Agreement - Community Works (c)	<u>946,639</u>	<u>995,552</u>
	<u>\$ 1,514,556</u>	<u>\$ 1,545,117</u>

(a) **General Capital Reserve**

The General Capital Reserve was established by Bylaw 606 to provide for new works, extensions or renewals of existing works, and to provide for land, machinery and equipment necessary for capital projects. Money from the sale of land, current revenue, or from the General Operating fund surpluses may be paid into the Capital Works Reserve.

(b) **Fire Protection Capital Reserve**

The Fire Protection Capital Reserve was established by Bylaw 607 for the purpose of setting aside funds on an annual basis to purchase fire protection equipment. Money from Fire Protection surpluses may be paid into the Fire Protection Capital Reserve.

(c) **Gas Tax Agreement - Community Works**

The Gas Tax Agreement - Community Works consists of \$946,639 that remained unspent as at December 31, 2022 that included additional receipts of \$87,104 (2021 - \$170,191) and interest earnings of \$19,093 (2021 - \$4,217) in 2022. During 2022, eligible expenditures of \$142,553 were made (2021 - \$34,924). The unspent amount will remain in the reserve until spent on eligible projects.

11. Collections for Other Governments:

	<u>2022</u>	<u>2021</u>
Regional District of Mt. Waddington	\$ 57,396	\$ -
Province of British Columbia - School Tax	259,730	228,404
Regional Hospital District	23,816	-
Municipal Finance Authority	22	16
British Columbia Assessment Authority	4,549	3,766
Province of BC - Police Tax	<u>33,935</u>	<u>31,016</u>
	<u>\$ 379,448</u>	<u>\$ 263,202</u>

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

12. Other Revenue:

	<u>2022</u>	<u>2021</u>
Investment Income	\$ 78,233	\$ 10,130
Tax Penalties - Interest and Fees	160,832	123,083
Parking and Moorage	20,037	19,803
Recreation	6,655	2,227
Business Licenses	5,215	4,979
Other	<u>37,023</u>	<u>29,357</u>
	<u>\$ 307,995</u>	<u>\$ 189,579</u>

13. Pension Plan:

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly-trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of the benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021 the Plan had about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local government.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate is then adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2024, with results available in 2025.

Employers participating in the Plan record their pension expense as the amount of the employer contributions made during the fiscal year (defined contributions pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The Village paid \$45,152 (2021 - \$45,499) for employer contributions, while employees contributed \$41,757 (2021 - \$40,488) to the Plan in fiscal 2022.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

14. Trust Funds:

(a) **Ford Memorial Trust Fund**

As at December 31, 2022, the Village held \$7,726 (2021 - \$9,545) in trust for the Ford Memorial Trust Fund. The transactions and balances of this fund are not reported elsewhere in these financial statements.

(b) **Cemetery Trust Fund**

The Cemetery Trust Fund is established pursuant to the provision of the Community Charter. Monies in the reserve can be used for cemetery purposes only. A balance of \$2,028 (2021 - \$1,770) was held as at December 31, 2022 and is not reported elsewhere in these financial statements.

15. Commitments:

The Village has entered into an agreement for services with North Island Waste Management Limited for residential garbage pick up and disposal services at an approximate average annual cost of \$84,110. The five year contract expires July 15, 2025 and has no option to renew.

16. Fiscal Plan:

The Fiscal Plan amounts represent the Financial Plan Bylaw adopted by Council on April 13, 2022.

The budget anticipated use of surpluses accumulated in previous years to balance against current expenditures in excess of current year revenues. In addition, the budget anticipated capital expenditures rather than amortization expense. The following schedule reconciles the approved Bylaw to the amounts presented in the financial statements.

	<u>2022</u>
Financial Plan (Budget) By-Law Approved for the Year	\$ -
Add:	
Capital Expenditures	450,000
Less:	
Budgeted Transfers from Accumulated Surplus	<u>(318,200)</u>
Annual Surplus Presented in Financial Statements	<u>\$ 131,800</u>

17. Segmented Information:

The Village is a diversified municipal government institution that provides a wide range of services to its citizens such as recreation, fire, sewer, water, and solid waste. Distinguishable functional segments have been separately disclosed in the segmented information in Schedules 2 and 3. The nature of the segments and activities they encompass are as follows:

General Government

General Government relates to the revenues and expenses of the operations of the Village public safety building and other costs that cannot be directly attributed to a specific segment, including general, administrative, legislative, and fiscal services.

VILLAGE OF PORT ALICE

Notes to the Financial Statements

December 31, 2022

17. Segmented Information (continued):

Volunteer Fire Department

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

Public Works Department

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

Environmental Health Services

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

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

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

Water Utility

Water Utility provides distribution of water to residents.

Sewer Utility

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

18. Comparative Figures:

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

VILLAGE OF PORT ALICE

Schedule 1 - Government Grants to the Village and Ratepayers

Year Ended December 31, 2022

	2022		2021
	Budget (Note 16)	Actual	
Federal Government			
Grants in Lieu of Taxes	\$ 6,000	\$ 7,648	\$ 5,926
Other	<u>1,100</u>	<u>1,160</u>	<u>1,100</u>
	<u>7,100</u>	<u>8,808</u>	<u>7,026</u>
Province of British Columbia			
General Fund			
Small Communities Protection	\$ 330,000	\$ 430,000	\$ 323,000
Rural Dividend Grant	-	45,000	30,017
Other	<u>159,500</u>	<u>67,626</u>	<u>33,107</u>
	<u>489,500</u>	<u>542,626</u>	<u>386,124</u>
General Capital Fund			
Gas Tax	<u>85,000</u>	<u>87,104</u>	<u>170,191</u>
	<u>\$ 574,500</u>	<u>\$ 629,730</u>	<u>\$ 556,315</u>

VILLAGE OF PORT ALICE

Schedule 2 - Combined Statement of Operations by Segment Year Ended December 31, 2022

	General Government	Volunteer Fire Department	Public Works Department	Environmental Health Services	Recreation Services	Arena	Community Centre	Sea View Activity Centre	Water Utility	Sewer Utility	2022 Actual	2022 Budget (Note 16)
Revenues												
General Taxes	\$ 673,096	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 673,096	\$ 697,000
Grants - Federal	8,808	-	-	-	-	-	-	-	-	-	8,808	7,100
Grants - Provincial	629,730	-	-	-	-	-	-	-	-	-	629,730	574,500
Utility Charges	-	-	-	-	-	-	-	-	-	-	210,148	203,000
Sales of Services	-	-	-	80,408	29,378	-	6,871	-	64,979	145,169	116,657	103,750
Other Revenue	307,995	-	-	-	-	-	-	-	-	-	307,995	62,300
Equity Income from NICFL and NICFLP	226,375	-	-	-	-	-	-	-	-	-	226,375	-
	<u>\$ 1,846,004</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,408</u>	<u>\$ 29,378</u>	<u>\$ -</u>	<u>\$ 6,871</u>	<u>\$ -</u>	<u>\$ 64,979</u>	<u>\$ 145,169</u>	<u>\$ 2,172,809</u>	<u>\$ 1,647,650</u>
Expenditures												
Goods and Services	\$ 315,990	\$ 73,828	\$ 205,494	\$ 111,502	\$ 41,809	\$ 31,118	\$ 45,844	\$ 2,202	\$ 50,061	\$ 76,354	\$ 954,202	\$ 709,950
Labour	343,499	8,373	202,436	62,936	111,384	-	28,194	-	19,967	38,395	815,184	769,000
Interest and Bank Charges	-	5,580	-	-	-	-	-	-	-	-	-	5,580
Amortization	148,444	11,938	30,366	386	6,888	5,547	102,201	-	25,154	102,105	433,029	-
	<u>813,513</u>	<u>94,139</u>	<u>438,296</u>	<u>174,824</u>	<u>160,081</u>	<u>36,665</u>	<u>176,239</u>	<u>2,202</u>	<u>95,182</u>	<u>216,854</u>	<u>2,207,995</u>	<u>1,515,850</u>
Annual Surplus (Deficit)	<u>\$ 1,032,491</u>	<u>\$ (94,139)</u>	<u>\$ (438,296)</u>	<u>\$ (94,416)</u>	<u>\$ (130,703)</u>	<u>\$ (36,665)</u>	<u>\$ (169,368)</u>	<u>\$ (2,202)</u>	<u>\$ (30,203)</u>	<u>\$ (71,685)</u>	<u>\$ (35,186)</u>	<u>\$ 131,800</u>

VILLAGE OF PORT ALICE

Schedule 3 - Combined Statement of Operations by Segment

Year Ended December 31, 2021

	General Government	Volunteer Fire Department	Public Works Department	Environmental Health Services	Recreation Services	Arena	Community Centre	Sea View Activity Centre	Water Utility	Sewer Utility	2021 Actual	2021 Budget
Revenues												
General Taxes	\$ 553,995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 553,995	\$ 637,450
Grants - Federal	7,026	-	-	-	-	-	-	-	-	-	7,026	5,500
Grants - Provincial	556,315	-	-	-	-	-	-	-	-	-	556,315	3,617,630
Utility Charges	-	-	-	-	-	-	-	-	64,450	142,849	207,299	203,000
Sales of Services	-	-	-	64,624	18,341	4,972	-	-	-	-	87,937	65,000
Other Revenue	189,579	-	-	-	-	-	-	-	-	-	189,579	81,150
Equity Loss from NICFL and NICFLP	(26,064)	-	-	-	-	-	-	-	-	-	(26,064)	-
	<u>\$ 1,280,851</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 64,624</u>	<u>\$ 18,341</u>	<u>\$ 4,972</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 64,450</u>	<u>\$ 142,849</u>	<u>\$ 1,576,087</u>	<u>\$ 4,609,730</u>
Expenditures												
Goods and Services	\$ 230,749	\$ 32,603	\$ 155,425	\$ 137,626	\$ 41,310	\$ 20,757	\$ 47,796	\$ 2,859	\$ 37,551	\$ 109,408	\$ 816,084	\$ 733,850
Labour	278,618	5,905	213,566	38,646	83,308	-	23,086	-	19,669	32,275	695,073	669,250
Interest and Bank Charges	38,900	5,574	-	-	-	-	-	15,849	-	-	-	21,423
Amortization	126,975	26,599	30,408	386	6,888	5,547	99,194	-	20,218	110,018	426,233	426,233
	<u>641,916</u>	<u>65,107</u>	<u>399,399</u>	<u>176,658</u>	<u>131,506</u>	<u>26,304</u>	<u>185,925</u>	<u>2,859</u>	<u>77,438</u>	<u>251,701</u>	<u>1,958,813</u>	<u>1,868,233</u>
Annual Surplus (Deficit)	<u>\$ 638,935</u>	<u>\$ (65,107)</u>	<u>\$ (399,399)</u>	<u>\$ (112,034)</u>	<u>\$ (113,165)</u>	<u>\$ (21,332)</u>	<u>\$ (185,925)</u>	<u>\$ (2,859)</u>	<u>\$ (12,988)</u>	<u>\$ (108,852)</u>	<u>\$ (382,726)</u>	<u>\$ 2,741,497</u>

VILLAGE OF PORT ALICE

Schedule 4 - Reserve Fund Transactions Year Ended December 31, 2022

	General Capital Reserve	Fire Protection	Economic Development	Total 2022	Total 2021
Balance, Beginning of Year	\$ 358,273	\$ 191,292	\$ 995,552	\$ 1,545,117	\$ 1,370,373
Interest Earned	6,770	3,615	19,093	29,478	6,531
Transfer From Other Funds	-	7,967	74,547	82,514	203,137
Used for Capital Expenditures	-	-	(142,553)	(142,553)	(34,924)
Balance, End of Year	\$ 365,043	\$ 202,874	\$ 946,639	\$ 1,514,556	\$ 1,545,117

VILLAGE OF PORT ALICE

Schedule 5 - COVID-19 Safe Restart Grant Unaudited

Year Ended December 31, 2022

The Village of Port Alice received a grant of \$386,000 under the COVID-19 Safe Restart Grant for Local Governments in the year ending December 31, 2020. The details surrounding these funds are shown in the schedule below:

	<u>2022</u>
COVID-19 Safe Restart Grant Funds Carried Forward	\$ <u>274,498</u>
Eligible Expenses	
Facility Reopening and Operating	65,889
Bylaw Enforcement and Protective Services	6,891
Computer and Other Electronic Technology	<u>514</u>
	<u>73,294</u>
Unused Grant at December 31, 2022	\$ <u>201,204</u>

VILLAGE OF PORT ALICE
STATEMENT OF FINANCIAL INFORMATION
2022 SCHEDULE OF REMUNERATION & EXPENSES

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

Name	Position	Remuneration	Expenses	Totals
Cameron Kevin	Mayor	\$11,823.00	\$3,074.00	\$14,897.00
Aldis Holly	Councillor	\$7,882.00	\$0.00	\$7,882.00
Lloyd Bruce	Councillor	\$7,225.00	\$223.00	\$7,448.00
Murray Russell	Councillor	\$1,314.00	\$0.00	\$1,314.00
Stewart David	Councillor	\$1,314.00	\$0.00	\$1,314.00
Yunker Angela	Councillor	\$7,225.00	\$0.00	\$7,225.00
Wastson Sean	Councillor	\$7,882.00	\$0.00	\$7,882.00
Sub Total (A)		\$44,665.00	\$3,297.00	\$47,962.00

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

Employees	Remuneration	Expenses	Totals
Remuneration & Expenses in excess of \$75,000.00			
Bonnie Danyk, Finance Officer / CAO	\$ 114,889.00	\$ 3,887.00	\$ 118,776.00
Jason Yunker, Public Works Foreman	\$ 87,615.00	\$ -	\$ 87,615.00
Consolidated Remuneration & Expenses under \$75,000.00	\$ 416,767.00	\$ 2,850.00	\$ 419,617.00
Sub Total (B)	\$619,271.00	\$6,737.00	\$626,008.00

3. Reconciliation

Total Remuneration Elected Officials (Sub Total (A))					\$44,665.00
Total Remuneration Employees (Sub Total (B))					\$619,271.00
Subtotal					\$663,936.00
Staff Benefits Payments					\$151,248.00
Total Per statement of Revenue & Expenditure					\$815,184.00
Variance					\$0.00

VILLAGE OF PORT ALICE
2022 STATEMENT OF SEVERANCE AGREEMENTS

There are no severance agreements under which payment commenced between the Village of Port Alice and its non-unionized employees during fiscal year 2022.

VILLAGE OF PORT ALICE
STATEMENT OF FINANCIAL INFORMATION
2022 SCHEDULE OF GOODS & SERVICES
Statement of Payments made for Goods and Services

1. Suppliers Who Received Aggregate Payments Exceeding \$25,000.00

BC Hydro	\$	79,284.70
CIBC Corporate Visa Plus	\$	70,576.66
Lime Designs Inc.	\$	47,250.00
Municipal Insurance Association of BC	\$	47,893.00
North Island Waste Management Ltd.	\$	88,263.00
Red Williams Well Drilling Ltd.	\$	129,001.64
Tex Electric Ltd.	\$	35,166.60
Vancouver Island Regional Library	\$	25,354.00
	\$	522,789.60

2. Consolidated total paid to suppliers receiving payments of \$25,000.00 or less

\$ 431,412.40

3. Total of payment to suppliers for grants and contributions exceeding \$25,000.00

Consolidated total of grants exceeding \$25,000.00	\$	-
Consolidated total of contributions exceeding \$25,000.00	\$	-
Consolidated total grants and contributions exceeding \$25,000.00	\$	-

4. Reconciliation

Total Aggregate Amount Paid to Suppliers over \$25,000	\$	522,789.60
Consolidated total of payments of \$25,000 or less	\$	431,412.40
Consolidated total of all grants & contributions exceeding \$ 25,000	\$	-
Reconciling Items		

Total Per Statement of Revenue and Expenditure

\$ 954,202.00

Variance

\$ -

VILLAGE OF PORT ALICE
2022 STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9 (2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

Mayor

Finance Officer

VILLAGE OF PORT ALICE
BYLAW NO. 683, 2023

A Bylaw for the Levying of Property Tax Rates for the Year 2023.

WHEREAS, under section 197 of the Community Charter, each year after the adoption of the financial plan, but before May 15th, Council must impose property value taxes for the year by establishing tax rates for:

- a) the municipal revenue proposed to be raised for the year from property value taxes, as provided in the Financial Plan, and
- b) the amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body.
- c) there was an error in Schedule "A" of the Village of Port Alice Annual Tax Rates Bylaw 681, 2023.

NOW THEREFORE, the Council of the Village of Port Alice, in open meeting assembled, enacts as follows:

- 1. The following rates in Schedule "A", attached to and forming part of this Bylaw are hereby imposed and levied for the year 2023.
- 2. The minimum amount of taxation upon a parcel of real property is \$1.00
- 3. This Bylaw may be cited for all purposes as the Village of Port Alice Annual Tax Rates Amendment Bylaw No. 683, 2023.
- 4. This Bylaw repeals Bylaw 681, 2023

Read a first time this 28th day of June 2023.

Read a second time this 28th day of June 2023.

Read a third time this 28th day of June 2023.

Adopted this 12th day of July 2023.

Mayor

Chief Administrative Officer

Certified a true and correct copy of Bylaw No.683, as adopted by Council on the 12th day of July 2023.

Chief Administrative Officer

Annual Tax Rates (2023)

Bylaw No. 683

SCHEDULE 'A'

(Revised)

	PROPERTY CLASS	MUNICIPAL	REG. DIST. MT. WADD.	MT. WADD. REG. HOSP. DIST.	Totals for Bylaw
	Residential	5.88650			
	Library	0.21927			
1	Total Residential	6.10577	0.59737	0.24918	6.95232
2	Utilities	27.47596	2.09081	0.87213	30.43890
4	Major Industrial	0.00000	2.03107	0.84722	2.87829
5	Light Industrial	36.63461	2.03107	0.84722	39.51289
6	Business	10.99038	1.46356	0.61049	13.06444
8	Recreation	6.10577	0.59737	0.24918	6.95232
	TOTALS	87.31248	8.81125	3.67542	99.79916



INFORMATION ITEMS

MEETING REQUEST INFORMATION AND LINKS

Honourable David Eby, Premier
and Cabinet Ministers
(Except Minister of Municipal Affairs)

Click: [Premier and Cabinet Ministers Meeting Requests](#)

Invitation Code: MeetingRequest2023
(case sensitive)

Deadline: June 30, 2023

Questions:

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

Honourable Anne Kang,
Minister of Municipal Affairs

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

Deadline: June 30, 2023

Questions:

Contact the MUNI Minister's Meeting Coordinator, Katie Carrothers, by email at: MUNI.UBCM.MeetingRequests@gov.bc.ca, or by telephone at: 236 478-0537

Provincial Government (MACC) Staff

(Ministries, Agencies, Commissions, and Corporations)

Click: [MACC Staff Meeting Requests](#)

Deadline: August 30, 2023

Questions:

Contact the MACC Staff Meeting Coordinator, Sarah Staszkiel, by phone at: 778 405-1784, or the Assistant MACC Staff Meeting Coordinator, Casey Cathcart, by phone at 778 405-3140.

You may also reach them by email at: MUNI.UBCM.MeetingRequests@gov.bc.ca,

Once meetings have been scheduled, confirmations will be sent to UBCM Local Government and First Nations members via email.

Island Coastal Inter-Community Transportation Study



Facilitated sessions will be held with First Nations, local governments, industry, local research organizations, and community groups across Vancouver Island and in the Sunshine Coast to explore passenger transportation between communities, particularly in rural and remote areas.

We Want to Hear About Your Transportation Needs

What is This Study About?

Island Coastal Economic Trust (the Trust) and Vancouver Island Economic Alliance (VIEA), with funding provided by the Province, are exploring passenger transportation between communities on Vancouver Island and parts of coastal B.C., including the Sunshine Coast.

The focus is on passenger transportation connections between communities, especially in rural and remote areas as well as the islands, that are either not currently served or are underserved by buses, ferries, water taxis, float planes, community shuttles, or other ways of getting around. Connections between transportation modes (e.g., ferry to bus) are also included. This study will look at what exists today with community-to-community transportation, will consult on the challenges and barriers, and will bring forward the opportunities to better connect communities. The purpose is to provide the provincial government with information to help inform future policy and investment decisions in the region.

It should also be noted that the Greater Victoria area and existing transit services within communities are not part of this study.

With this in mind, we are hoping to hear from you on what has been seen and felt when it comes to current community-to-community transportation and other such issues through online survey. The survey is available from now until June 30, 2023.

CLICK [HERE](#) FOR ONLINE SURVEY

Why is it Important to Participate?

Hearing from you and others in communities will help us understand the following:

- **What are the challenges** when it comes to existing passenger transportation among communities?
- **What is important to address when it comes to transportation**, such as safety and reliability?
- **What needs are not being met today**, in being able to transit between your community and other communities?
- **What can be done to improve** the means of, and access to, transportation between your community and other communities?

To recognize the time being put toward the survey, five \$100 VISA gift cards will be awarded at random to those who complete it by the deadline (June 30, 2023).

Who Should Take Part in This Study?

As part of this study, the Trust and VIEA are hoping that those who live in the Trust's service area, see map [here](#), will participate in the survey. The Trust's service area includes these areas:

- North Vancouver Island and the Broughton Archipelago
- Strathcona
- qathet and Desolation Sound
- Comox Valley
- Pacific Rim and Alberni Valley
- Sunshine Coast
- Nanaimo, Parksville, Qualicum Beach
- Cowichan Valley and Juan de Fuca
- Southern Gulf Islands

FAQs

What is the focus of the study?

The focus is on passenger transportation among communities, especially in rural and remote areas as well as the islands, that are either not currently served or are underserved by buses, ferries, water taxis, float planes, community shuttles, or other ways of getting around.

What is the purpose of the study?

The main purpose of the engagement is to help the Province and other interested parties develop locally-driven transportation solutions. The study also seeks to understand what exists today when it comes to community-to-community transportation, to consult on the challenges and barriers, and to bring forward opportunities to better connect communities.

What is learned through community engagement sessions and an online survey will also inform a micro-granting (\$5,000 to \$15,000) program to receive, assess, and fund applications to support regional transportation planning, delivery of regional transportation services, or adding capacity to regional passenger transportation.

How will the study be conducted?

The Trust and VIEA retained the services of MNP, a Canadian consulting firm with offices across Vancouver Island, to conduct the research and carry out engagement with communities. In so doing, the study will build on what is already known from past transportation-related reports completed within the Trust's service area over the past several years.

What is learned from this research and the community engagements will be presented in a final report with will be published online in summer 2023. This report will also inform the design of a capacity fund, a new micro-granting program, that will fund discrete initiatives prioritized by communities through this study.

How can I participate?

Besides the online survey, facilitated sessions will be held with First Nations, local governments, industry, local research organizations, and community groups across Vancouver Island and in the Sunshine Coast. These sessions will be by invitation. If you would like to be included in a session, please email: registrations.bc@mnp.ca.

IN-PERSON COMMUNITY SESSIONS

Meeting Location	Description	Date
Sechelt	For participants who live in the Sunshine Coast and surrounding areas.	June 13, 2023
Powell River	For participants who live in qathet and surrounding areas.	June 14, 2023
Duncan	For participants who live in the Cowichan Valley, Port Renfrew-Juan de Fuca and surrounding areas.	June 19, 2023
Port Hardy	For participants who live in North Vancouver Island, the Broughton Archipelago, and surrounding areas.	June 20, 2023
Campbell River	For participants who live in North Vancouver Island, the Broughton Archipelago and surrounding areas.	June 22, 2023
Parksville	For participants who live in the Nanaimo, Parksville, Qualicum Beach, and surrounding areas.	June 23, 2023
Port Alberni	For participants who live in the Alberni Valley and surrounding areas.	June 26, 2023
Tofino	For participants who live on the west coast / Pacific Rim region and surrounding areas.	June 28, 2023

VIRTUAL SESSIONS

Meeting type	Description	Date	Time
Sub-regional	For participants from First Nations communities.	Tuesday, June 27	9:00 am – 12:00 pm
Sub-regional	For participants from rural island communities	Tuesday, June 27	1:00 pm – 4:00 pm
Sub-regional (South)	For participants from the Cowichan Valley, Juan de Fuca (Port Renfrew), Nanaimo, Parksville, Qualicum Beach and surrounding areas.	Thursday, June 29	9:00 am – 10:30 am
Sub-regional (Central)	For participants from the Sunshine Coast, qathet, Strathcona, Comox Valley and surrounding areas.	Thursday, June 29	11:00 am – 12:30 pm
Sub-regional (North)	For participants from northern Vancouver Island, the Broughton Archipelago, the Alberni Valley, and surrounding areas.	Thursday, June 29	3:00 pm – 4:30 pm
Spotlight 1	Ride Sharing	Friday, June 30	9:00 am – 10:30 am
Spotlight 2	Commercial Transportation Operators	Friday, June 30	11:00 am – 12:30 pm

Is there an incentive to participate?

Your views and suggestions will help inform future strategies along with initiatives aimed at improving community-to-community transportation. We are also offering the chance to win one of five \$100 VISA gift cards for those who take part in the online survey by the deadline (June 30, 2023).

Is there financial support for participating?

There are funds available to help cover travel costs for Indigenous people located in remote areas to attend the in-person engagement sessions. For more information, please email registrations.bc@mnp.ca. Indigenous participants will be offered an honorarium for participating in these engagement sessions.

What about information security and confidentiality?

Participation in the online survey will be anonymous. The views and opinions shared through the survey will not be associated with any individual and are only accessible to MNP, the consultant partner to the Trust and VIEA. No personal identifying

information will be requested. The survey is hosted by SimpleSurvey, a Canadian online survey platform. SimpleSurvey servers are located in Canada.

For those participating in engagement sessions, no video or audio recording will occur, and individual comments and feedback will not be shared with any other party. MNP will focus on the main points of what is heard and present a summary report to the Trust and VIEA.

The MNP Privacy Policy can be viewed at www.mnp.ca/en/privacy-policy.

What are the geographic areas of the study?

The study area is shown on the map [located here](#).

How did the study originate?

The British Columbia Ministry of Transportation and Infrastructure has engaged the Island Coastal Economic Trust (the Trust) to deliver this project. See the B.C. Ministry of Transportation and Infrastructure's news release about this project, [here](#).

The Trust partnered with Vancouver Island Economic Alliance to conduct this project. Community-based sessions to obtain broad regional perspectives will be completed by the end of June 2023; the engagement will inform the design of a capacity fund, a new micro-granting program, that will fund discrete initiatives prioritized by communities through this study.

Island Coastal Economic Trust

Island Coastal Economic Trust(the Trust) works to build a sustainable and resilient coastal economy in reciprocal relationships with First Nations, municipalities, and regional districts across Vancouver Island, the Sunshine Coast, and island and inlets from the Salish Sea to Cape Caution. Serving over half a million residents, the Trust partners with communities in the development and financing of their economic infrastructure and diversification efforts through our unique structure that is led by, and accountable to, communities.

Vancouver Island Economic Alliance

Vancouver Island Economic Alliance(VIEA) is a registered non-government, non-profit society spearheading regional economic development for the entire Vancouver Island and rural islands region. The society is funded by memberships, sponsorships and gate receipts from events.

When will the study be completed and the results made public?

Community engagement will be completed by the end of June 2023; the results will then be summarized by MNP and presented in a report to the Trust and VIEA by late July. The report will be made public and available on the Trust's and VIEA's respective websites by the end of July.

What about Cultural Safety, Accessibility, and Inclusivity?

In all engagement sessions, at least one of the MNP facilitators will be trained in mediation with experience conducting consultations that provide for cultural and psychological safety. MNP will also establish cultural safety norms at the beginning of all engagement sessions. MNP will actively intervene in any circumstance where participant conduct is outside of agreed upon

norms. Further to this, all in-person meeting rooms are accessible and all reasonable efforts will be made to accommodate participants' needs.

Questions or Suggestions?

- Please contact MNP at registrations.bc@mnp.ca.
- Questions for the Island Coastal Economic Trust may be directed to the Trust website, [here](#).

