

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JANUARY 10, 2024, 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) RESOLUTION TO PROCEED TO CLOSED MEETING - 5:30pm

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

Section 90 1 (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

RECONVENE:

(3) ADOPTION OF AGENDA:

THAT the Agenda for the Meeting of the Village of Port Alice for January 10, 2024, be approved; AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.

(4) DELEGATIONS:

(5) MINUTES:

Pg 3-4

a.) *THAT the Minutes from the Regular Meeting of December 13, 2023, be approved.*

(6) NEW BUSINESS:

(7) COMMUNICATIONS:

Pg 5-6

a.) Funding Allocation for Port Alice from Capacity Funding
December 21, 2024, Bindi Sawchuk, Assistant Deputy Minister

Pg 7-8

b.) UBCM Meeting with Municipal Affairs
December 29, 2023, Letter from Anne King, Minister

(7) REPORTS:

Pg 9

a.) 2023 Motions from Closed Meetings
December 8, 2023, Report from Bonnie Danyk, CAO/CFO

Pg 11-17

b.) Accounts Payable Listing for October and November 2023
January 2, 2024, Report from Bonnie Danyk, CAO/CFO

Pg 19-26

c.) Summary of Revenue and Expenses for Revenue and Expenses 2023
January 2, 2024, Report from Bonnie Danyk, CAO/CFO

(8) BYLAWS:

Pg 27-44

a.) Bylaw 687 – Rates and Fees 2024

Recommendation

THAT Bylaw 687 – Rates and Fees for 2024, be given fourth reading and adoption.

(9) QUESTION PERIOD:

VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA
TO BE HELD WEDNESDAY JANUARY 10, 2024, at 6:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



(10) ADJOURNMENT:

THAT the meeting of the Village of Port Alice Council held January 10, 2024, be adjourned

INFORMATION ITEMS:

- a.) November 29, 2023, City of Fort St John, Letter to Minister Farnworth, re Increased criminal activity and Social Disorder
- b.) December 2023, Newsletter from Lieutenant Governor of BC, Honourable Janet Austin
- c.) December 1, 2023, Letter from University Canada West, Office of the President

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a.) 2023 Motions from Closed Meetings
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Pg 11-14

b.) Accounts Payable Listing for October and November 2023
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Pg 15-22

c.) Summary of Revenue and Expenses for Revenue and Expenses 2023
January 2, 2024, Report from Bonnie Danyk, CAO/CFO

(8) BYLAWS:

Pg 23-40

a.) Bylaw 687 – Rates and Fees 2024

Recommendation

THAT Bylaw 687 – Rates and Fees for 2024, be given fourth reading and adoption.

(9) QUESTION PERIOD:

**VILLAGE OF PORT ALICE
COUNCIL MEETING AGENDA**
TO BE HELD WEDNESDAY JANUARY 10, 2024, at 6:00 pm
AT COUNCIL CHAMBERS, VILLAGE OFFICE



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**VILLAGE OF PORT ALICE COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 13, 2023
AT COUNCIL CHAMBERS, VILLAGE OFFICE**



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

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

Call to order 6:00pm

ADOPTION OF AGENDA:
Moved, Seconded and CARRIED

108/23
Adoption of
Agenda

***THAT** the Agenda for the Meeting of the Village of Port Alice for December 13, 2023, be approved;
AND THAT all delegations, reports, correspondence, and other information set to the agenda be received.*

DELEGATION:

109/23
Minutes of
November
22, 2023

MINUTES:
Moved, Seconded and CARRIED
***THAT** the Minutes from the Council Meeting of November 22, 2023, be approved.*

NEW BUSINESS:

COMMUNICATIONS:

Canada Community-Building Fund: Second Community Works Fund Payment for 2023/2024
November 28, 2023, Letter from Councillor Trish Mandewo, UBCM President

Positive Changes in the Delivery of Pre-Hospital & Community Paramedic Care in Your Community
December 5, 2023, Letter from Leanne Heppell, Chief Ambulance Officer

REPORTS:

110/23
Motions
from COTW
Mtg Dec 7,
2023 re Link
River

Motions from Committee of the Whole Meeting
December 8, 2023, Report from Bonnie Danyk, CAO/CFO

Moved, Seconded and CARRIED
***THAT** \$20,000 be transferred from Community Forest Funds for Link River start-up in 2024.*

Moved, Seconded and CARRIED

111/23
Motions
from COTW
Mtg Dec 7,
2023

THAT \$25,000 from the sale of the Zamboni be placed into a reserve for the purchase of a digital marquee for the Community Centre.

Fire Chief's Report for November 2023

December 1, 2023, Report from Fire Chief Jerry Rose

BYLAWS:

Bylaw 686 – Borrowing Bylaw

112/23
Borrowing
Bylaw 686

Moved, Seconded and CARRIED

THAT Bylaw 686 – Borrowing Bylaw be given fourth reading and adoption.

Bylaw 687 – Rates and Fees 2024

113/23 Rates
and Fees 2024
687

Moved, Seconded and CARRIED

THAT Bylaw 687 – Rates and Fees for 2024, be given first, second, and third reading.

QUESTION PERIOD:

RESOLUTION TO PROCEED TO CLOSED MEETING

114/23
Closed
Meeting
Resolution

Moved, Seconded and CARRIED

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

Section 90 1 (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

RECONVENE:

115/23
Adjournment

ADJOURNMENT:

Moved, Seconded and CARRIED

THAT the Regular meeting of the Village of Port Alice held December 13, 2023, be adjourned at 6:25pm.

I hereby certify the preceding to be a true and correct account of the Regular meeting of the Village of Port Alice Council held December 13, 2023.

Mayor

Chief Administrative Officer



VIA EMAIL

Ref: 63760

December 21, 2023

Bonnie Danyk
Chief Administrative Officer
Village of Port Alice
Email: cao@portalice.ca

Dear Bonnie Danyk:

I am writing to notify you of the funding allocation for the Village of Port Alice from the \$51 million capacity funding for local government implementation of the legislative changes to support housing initiatives, including small-scale multi-unit housing and proactive planning, development finance, and transit-oriented development.

The Village of Port Alice will receive \$153,029 by the end of January 2024.

The funding formula reflects the different legislative requirements for municipalities and regional districts, and that smaller communities may need more financial assistance because they have fewer resources.

The funding formula includes a base amount and a per-capita amount (based on BC Stats 2023 estimates).

- For municipalities, the base amount is \$150,000, and the per-capita amount is \$4.39.
- For regional districts, the base amount is \$80,000 and the per capita amount is \$5.80.

This funding is intended to support activities or projects local governments must undertake to meet the new legislative requirements. Examples include updates to an existing zoning bylaw, parking bylaw, Official Community Plan (OCP), Official Development Plan (ODP), Development Cost Charge (DCC) bylaw, Development Cost Levy (DCL) or

.../2

Housing Needs Report (HNR), as well as the development of a new zoning bylaw, OCP, ODP, DCC, DCL or new amenity cost charge (ACC) bylaw. This funding can also be used to hire staff and/or consultants in support of these activities. More specific information on eligible projects, eligible project costs as well as the reporting requirements will be provided in the funding guidelines when the funding is distributed.

If you have any questions regarding the legislative changes or funding program, please contact Ministry of Housing staff at PLUM@gov.bc.ca or 250-387-3394.

Yours truly,



Bindi Sawchuk
Assistant Deputy Minister
Housing and Land Use Policy Division
Ministry of Housing

pc: Teri Collins, Deputy Minister, Ministry of Housing
Tracy Campbell, Executive Financial Officer, Ministry of Housing
Kaye Krishna, Deputy Minister, Ministry of Transportation and Infrastructure
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Kevin Volk, Assistant Deputy Minister, Ministry of Transportation and Infrastructure
Jessica Brooks, Executive Director, Ministry of Housing
Rebecca Penz, Director, Ministry of Housing



December 29, 2023

Ref: 273404

Their Worship Mayor Kevin Cameron
and Members of Council
Village of Port Alice
PO Box 130
Port Alice BC V0N 2N0

Dear Mayor Cameron and Councillors:

Thank you for sending a delegation to meet with me during this year's Union of BC Municipalities (UBCM) Convention. It was a pleasure to hear from you in my first UBCM Convention experience as Minister of Municipal Affairs.

I was very interested in the issues your delegation brought forward including the ongoing challenges stemming from the pulp mill closure. I appreciated hearing about how budget cuts and a reduced number of staff at the Village of Port Alice are impacting your capacity to successfully apply for infrastructure grants as well as meet increased reporting requirements. I encourage you to keep working with the Ministry of Environment and Climate Change Strategy, and the Ministry of Jobs, Economic Development and Innovation on any future program opportunities related to the Neucel site.

The Ministry of Municipal Affairs administers a range of infrastructure grant programs that support local governments in meeting the needs of their community, while at the same time advancing broader provincial and federal goals and, in some cases, helping meet regulatory and legislated requirements. Additionally, the province provides local governments with unconditional grants to support their operational costs. I am committed to further advocating to the federal government for more funding opportunities for local government infrastructure, especially for smaller communities like yours.

When preparing to submit applications to grant programs, I encourage you to utilize programs, such as the Infrastructure Planning Grant Program to assist with the costs of developing reports and feasibility studies. Ministry staff are pleased to answer questions on programs, projects, or sustainable infrastructure. Please contact the Infrastructure & Engineering Unit in the Local Government Division by email at: infra@gov.bc.ca.

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Their Worship Mayor Kevin Cameron
and Members of Council
Page 2

In addition to the ministry's Infrastructure Planning Grant Program, the UBCM administered Asset Management Planning Grant Program (AMPG) can also assist local governments in preparing for future capital programs and strengthening asset management practices. For more information about the AMPG, please visit <https://www.ubcm.ca/lgps/asset-management-planning>.

Thank you again to your delegation for taking the time to meet with me, I look forward to continuing to work with your Council.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anne Kang', written in a cursive style.

Anne Kang
Minister

Enclosure

pc: Bonnie Danyk, Chief Administrative Officer Chief Financial Officer, Village of Port Alice



VILLAGE OF PORT ALICE REPORT TO COUNCIL

To: Mayor and Council
From: CAO / CFO
Date: December 8, 2023
Subject: 2023 Motions from Closed Meetings

Motions brought forward from 2023 Closed Meetings

IC-32-23 Active Transportation Plan

THAT the Active Transportation Plan Contract be awarded to McElhanney Ltd.

IC-29-23 Contracts

THAT the Village of Port Alice extend the contract with Faerlyn Bush for janitor services for two years and FURTHER THAT the Village extend the Emergency Coordinator contract with Bruce Moores one year.

IC-26-23 Union Contract

THAT the Village of Port Alice ratifies the proposed changes to the CUPE 401 Union Contract as presented.

IC-20-23 Marina Manager

THAT the Village of Port Alice accepts the proposal from Audie Tamburini for the Marina Manager contract for 2023.

IC-16-23 Community Centre

THAT the Village of Port Alice accepts the proposal from K'awat'si Contruction Company for replacing the facia and trim on the Community Centre Building.

IC-10-23 Fence Repairs

THAT Regan Hickling be awarded the contract for fence repairs at the Community Centre and FURTHER THAT he proceed with "Diagram A"

IC-09-23 Garden Contract

THAT the 2023 Garden Contract be awarded to Melissa Middlemiss.



Bonnie Danyk CAO / CFO

VILLAGE OF PORT ALICE
ACCOUNTS PAYABLE LISTING FOR OCTOBER and NOVEMBER 2023

Total Payment of Accounts: \$276,179.21

Wages Payable: \$81,744.68

Total Accounts Payable Listing \$357,923.89

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
001361	002	03/10/2023	B-093	BUSY B'S DISTRIBUT	62973	PW & CC Coffee Fil	38.51		38.51	
001362	002	03/10/2023	C-089	CAMERON, KEVIN	UBCM 2023	UBCM Travel Reimbu	1,220.13		1,220.13	
001363	002	03/10/2023	C-092	COMOX FIREFIGHTERS	202311029 20231015	Live Fire training Live Fire Training	550.00 550.00		1,100.00	
001364	002	03/10/2023	D-048	DANYK, BONNIE	UBCM\pickups	UBCM\CC Supplies\T	742.01		742.01	
001365	002	03/10/2023	F-004	FOX'S DISPOSAL SER	1390 1391 1392	Blue Bin rental an Sludge Bin Wood Bin	798.29 237.06 237.06		1,272.41	
001366	002	03/10/2023	L-084	LADY FAER DESIGNS	INV0476	Village Office Jan	630.00		630.00	
001367	002	03/10/2023	N-072	NORTH ISLAND WASTE	Sept 2023	Garbage Collection	7,539.00		7,539.00	
001368	002	03/10/2023	R-048	RIPTIDE GRAPHICS	7971030	Tourism Retail Clo	1,768.98		1,768.98	
Oct 202	002	06/10/2023	B-003	BC HYDRO	Oct 2023		3,054.71		3,054.71	
Oct Are	002	06/10/2023	B-003	BC HYDRO	Oct Arena		451.90		451.90	
001369	002	11/10/2023	O-345	ORACH ENTERPRISES	5548 5625	Port-a-Potty Renta Port a Potty Renta	422.10 422.10		844.20	
001370	002	11/10/2023	A-045	ALSCO UNIFORM & LI	LNAN892069	PW Coveralls	74.55		74.55	
001371	002	11/10/2023	A-082	APPLEWOOD FORD - P	IF11124	Truck Switch	60.66		60.66	
001372	002	11/10/2023	B-135	TYLER BOESE	Live Fire 202	Live Fire Refreshe	616.13		616.13	
001373	002	11/10/2023	B-154	BROGAN FIRE & SAFE	30043429	Fire Helmet	395.29		395.29	
001374	002	11/10/2023	B-178	BIG TOP SHOW - CIR	Damage Deposi	Damage Deposit Ref	200.00		200.00	
001375	002	11/10/2023	C-214	RACHEL COSTALL	Live Fire Ref	Live Fire Refreshe	403.18		403.18	
001376	002	11/10/2023	F-047	FARRELL, MARIA	2020-2023	FD Honorarium 2020	1,290.00		1,290.00	
001377	002	11/10/2023	G-060	GREGG DISTRIBUTORS	011-953529	Traffic Cones and	1,067.72		1,067.72	
001378	002	11/10/2023	H-006	HOME HARDWARE	395560 396766 396767	CC & PW Supplies CC, PW, Parks Tire Supplies	370.56 642.10 97.27		1,109.93	
001379	002	11/10/2023	I-046	Iridia Medical	23-1699	ECG Electrodes	141.54		141.54	
001380	002	11/10/2023	I-101	INNOV8 DIGITAL SOL	IN435269 IN441808	Copy Charges Copy Charges	196.49 137.83		334.32	
001381	002	11/10/2023	J-067	JOE DOWE ENTERPRIS	544	Knotweed	2,520.00		2,520.00	
001382	002	11/10/2023	K-041	KEVIN MCINTYRE ENT	602885	20 Jugs of Water	95.00		95.00	
001383	002	11/10/2023	K-087	0997330 CONTRACTIN	0940-A000967	Community Centre T	3,938.37		3,938.37	
001384	002	11/10/2023	K-101	KATHY O'REILLY TAY	2244	OCP Ads	480.90		480.90	
001385	002	11/10/2023	L-132	LINDE CANADA INC	37283230	PW Cylinders 2023	871.42		871.42	
001386	002	11/10/2023	M-001	MACANDALES	330362 332373	Element Air Condit Boots, Safety Gear	48.47 722.87		771.34	
001387	002	11/10/2023	M-011	MINISTER OF FINANC	95282647 95300173	Courier Charges Purolator	64.74 180.09		244.83	
001388	002	11/10/2023	M-153	BUREAU VERITAS CAN	VA10982668	Effluent Samples	134.36		134.36	
001389	002	11/10/2023	M-156	MELISSA MIDDLEMISS	1066	September Garden C	1,200.00		1,200.00	
001390	002	11/10/2023	N-008	NORTH ISLAND COMM.	A104944	FD Radio Maintenan	172.50		172.50	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
001391	002	11/10/2023	N-071	NORTH ISLAND TRACT	81705N	Fan	815.80		815.80	
001392	002	11/10/2023	O-001	O.K. PAVING COMPAN	P23-020rm	Paving	22,312.50		22,312.50	
001393	002	11/10/2023	P-101	MJG ENTERPRISES LT	7403-7426-744	PW Fuel	767.51		767.51	
001394	002	11/10/2023	P-182	PROSPERITY FUELS I	1232	50/50 Anti-Freeze	104.02		104.02	
001395	002	11/10/2023	Q-010	AARON QUESNEL	2023 TS Refun	Tax Sale Refund	14,058.56		14,058.56	
001396	002	11/10/2023	R-003	REGIONAL DISTRICT					41,832.45	Yes
001397	002	11/10/2023	R-054	ROSE, JERRY	8149Z Live Fire 23	FD SCBA Batteries Live Fire Refreshe	115.17 403.18		518.35	
001398	002	11/10/2023	R-215	TARA RODEN	Tax Refund 23	Tax Overpayment Re	102.19		102.19	
001399	002	11/10/2023	S-049	SHOPRITE MARINE &	190441	Shop Supplies	175.93		175.93	
001400	002	11/10/2023	S-082	STRATEGIC FOREST M	PAFM230809	CWRP Presentation	1,710.41		1,710.41	
001401	002	11/10/2023	S-128	BRENDADALE STEVENS	Tax Refund 23	Tax Overpayment re	994.78		994.78	
001402	002	11/10/2023	S-150	TIMOTHY SPARLING	2023 TS Refun	Tax Sale Refund	12,050.19		12,050.19	
001403	002	11/10/2023	T-148	TROJAN TECHNOLOGIE	200/14603	Filter Mesh	3,364.47		3,364.47	
001404	002	11/10/2023	T-616	TAMBURINI, AUDIE	6-23	Marina Manager Sep	1,250.00		1,250.00	
001405	002	11/10/2023	W-101	WORTHINGTON, JOANN	21/23 Travel	Travel Reimburseme	110.00		110.00	
001406	002	11/10/2023	Y-007	YUNKER, ANGELA	Travel 0923	Travel Reimburseme	100.00		100.00	
Oct PR	002	19/10/2023	R-002	RECEIVER GENERAL F	Oct-2 2023		1,552.55		1,552.55	
Oct PR	002	19/10/2023	R-002	RECEIVER GENERAL F	Oct 2023		11,074.22		11,074.22	
001407	002	23/10/2023	A-071	ACE COURIER SERVIC	9613854	Courier Service	437.85		437.85	
001408	002	23/10/2023	C-010	CAN.UNION OF PUBLI	Sept Union Du	CUPE Dues - Sept	746.82		746.82	
001409	002	23/10/2023	C-196	CAB INDUSTRIAL AUT	878453	Batteries for Gene	476.16		476.16	
001416	002	23/10/2023	R-003	REGIONAL DISTRICT	7232-RD 7274-RD 7296-RD 7314	Tipping Fees Tipping Fees MFA Issue 117 Tipping Fees	1,165.30 180.60 20,486.55 6.50		21,838.95	
001415	002	23/10/2023	P-136	PURITY CASTING ALL	33784	Aluminum Anodes	5,434.47		5,434.47	
001414	002	23/10/2023	P-090	PORT ALICE GAS INC	Arena 0923 CC 0923	Arena Propane Augu CC Propane Aug & S	38.12 102.00		140.12	
001413	002	23/10/2023	M-011	MINISTER OF FINANC	95317381	Courier Service	174.51		174.51	
001412	002	23/10/2023	K-101	KATHY O'REILLY TAY	2306	Tax Sale ads x 2	630.63		630.63	
001411	002	23/10/2023	J-087	JOSEPH ANTONELLI	10102023	Tree Maintenance	547.50		547.50	
001410	002	23/10/2023	G-060	GREGG DISTRIBUTORS	011-960109	Shop Supplies	223.60		223.60	
001417	002	26/10/2023	R-025	LAND TITLE & SURVE					31.27	Yes
001418	002	26/10/2023	S-150	TIMOTHY SPARLING	Tax Sale Refu	Tax Sale Redemptio	15,075.63		15,075.63	
001419	002	26/10/2023	R-025	LAND TITLE & SURVE	788474	Notice of Cancell	31.27		31.27	
001420	002	27/10/2023	A-045	ALSCO UNIFORM & LI	LNAN89469 LNAN895261	PW Coveralls PW Coveralls	74.55 74.56		149.11	
001421	002	27/10/2023	C-214	RACHEL COSTALL	LiveFire Lvl1	Live Fire Trailing	517.22		517.22	
001422	002	27/10/2023	M-153	BUREAU VERITAS CAN	VA11012994	Effluent Samples	134.36		134.36	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
001423	002	27/10/2023	N-008	NORTH ISLAND COMM.	A104789	FD Radios	140.00		140.00	
001424	002	27/10/2023	N-102	RYAN NICHOLSON	VIEA Travel	VIEA Travel Reimbu	1,218.52		1,218.52	
001425	002	27/10/2023	R-054	ROSE, JERRY	0010017350	Fire Member Xmas G	1,689.08		1,689.08	
001426	002	27/10/2023	T-028	SPAFFORD, TANYA	Mais travel	Mais Conference	666.72		666.72	
001427	002	27/10/2023	W-058	WOLSELEY CANADA IN	8487254 8487255	Water Parts Water Valve	225.53 203.89		429.42	
001428	002	31/10/2023	C-204	CONNOLLY, JEREMY	Live Fire 23	Live Fire Travel	709.92		709.92	
001429	002	09/11/2023	O-345	ORACH ENTERPRISES	5676	Port-a-Potty Renta	422.10		422.10	
001430	002	09/11/2023	A-045	ALSCO UNIFORM & LI	LNAN896901	PW Coveralls	74.57		74.57	
001431	002	09/11/2023	B-126	BEATTY, GREG	Live Fire 092	Live Fire Refreshe	403.18		403.18	
001432	002	09/11/2023	D-003	DISTRICT OF PORT H	405-000-167	FD First Aid Train	539.66		539.66	
001433	002	09/11/2023	E-015	E.B. HORSMAN & SON	14219550	Capacitor	140.63		140.63	
001434	002	09/11/2023	F-004	FOX'S DISPOSAL SER	1550 1551 1853	Sludge Bin rental Wood Bin Rental an Blue Bin Rental an	530.92 545.74 545.74		1,622.40	
001435	002	09/11/2023	G-060	GREGG DISTRIBUTORS	011-961666	Gloves	239.61		239.61	
001436	002	09/11/2023	H-046	HARDY BUILDERS' SU	596918	Chain and Anchor d	2,129.40		2,129.40	
001437	002	09/11/2023	I-101	INNOV8 DIGITAL SOL	IN448522	Copy Charges	131.60		131.60	
001438	002	09/11/2023	K-087	0997330 CONTRACTIN	9040-A000976	CC Trim - Completi	11,815.12		11,815.12	
001439	002	09/11/2023	K-101	KATHY O'REILLY TAY	2329	Fire Prevention/Pe	903.42		903.42	
001440	002	09/11/2023	L-081	LAFRENTZ ROAD MARK	3317253 RI	Line Painting	6,028.89		6,028.89	
001441	002	09/11/2023	L-084	LADY FAER DESIGNS	INV0481	Oct Janitorial	630.00		630.00	
001442	002	09/11/2023	M-001	MACANDALES	102252	Fencing	53.76		53.76	
001443	002	09/11/2023	M-090	MERRYTRAIL CONTRAC	Fire Cleanup	Pumphouse Clean up	8,150.63		8,150.63	
001444	002	09/11/2023	N-072	NORTH ISLAND WASTE	Oct 2023	October Garage Col	7,539.00		7,539.00	
001445	002	09/11/2023	O-120	OYSTER RIVER FIRE	2023-18	Live Fire training	1,500.00		1,500.00	
001446	002	09/11/2023	P-009	PORT MCNEILL ENTER	44228	Road Sand	2,060.80		2,060.80	
001447	002	09/11/2023	P-090	PORT ALICE GAS INC	Oct CC 2023	October Propane	241.57		241.57	
001448	002	09/11/2023	P-101	MJG ENTERPRISES LT	7481 7509	PW Fuel PW Fuel	256.13 2,068.00		2,324.13	
001449	002	09/11/2023	S-049	SHOPRITE MARINE &	197882 198404	Hedge Trimmer Hose Fittin & Spra	337.10 16.39		353.49	
001450	002	09/11/2023	T-269	TOWER FENCE PRODUC	0015831	Kayak Storage Door	4,731.07		4,731.07	
001451	002	09/11/2023	W-167	WHITE PACIFIC SERV	1225	SCADA upgrades	40,314.75		40,314.75	
001452	002	22/11/2023	A-045	ALSCO UNIFORM & LI	LNAN893670 LNAN898570	PW Coveralls PW Coveralls	74.56 74.56		149.12	
001453	002	22/11/2023	B-154	BROGAN FIRE & SAFE	30062824 30062868	FD Boots Flashlights	410.70 281.97		692.67	
001454	002	22/11/2023	D-003	DISTRICT OF PORT H	10939	Building Inspectio	227.57		227.57	
001455	002	22/11/2023	E-015	E.B. HORSMAN & SON	14236274	Capacitor	89.24		89.24	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
001456	002	22/11/2023	M-001	MACANDALES	333284	Coveralls	453.60		453.60	
001457	002	22/11/2023	M-090	MERRYTRAIL CONTRAC	09-11-2023	Dike Clearing	3,564.75		3,564.75	
001458	002	22/11/2023	M-145	MCGRAW, DANIEL	Boots 2023	Work Boots	275.00		275.00	
001459	002	22/11/2023	M-146	Robert Bruce Moore	EC Honorarium	EC Honorarium May-	1,410.00		1,410.00	
001460	002	22/11/2023	N-008	NORTH ISLAND COMM.	A104799		140.00		140.00	
001461	002	22/11/2023	R-003	REGIONAL DISTRICT	7400	Sludge and Tipping	1,198.20		1,198.20	
001462	002	22/11/2023	R-025	LAND TITLE & SURVE	712000 NOC	Notice of Cancell	78.17		78.17	
001463	002	29/11/2023	D-048	DANYK, BONNIE	Travel\CC Pic	Travel and CC Pick	268.82		268.82	
001464	002	29/11/2023	L-078	MOORE, LOUISA	Xmas 23 pick	Christmas Craft Su	76.56		76.56	
001465	002	29/11/2023	L-084	LADY FAER DESIGNS	INV0484	November Janitoria	630.00		630.00	
001466	002	29/11/2023	R-025	LAND TITLE & SURVE	31.27	Notice of Cancell	31.27		31.27	
001467	002	29/11/2023	R-054	ROSE, JERRY	Mtg Travel 11	Fire Chief's Meeti	73.44		73.44	
001468	002	29/11/2023	T-028	SPAFFORD, TANYA	Bank x 3 2023	Bank Deposits	220.32		220.32	
001469	002	30/11/2023	N-072	NORTH ISLAND WASTE	Nov 2023	November Garbage C	7,539.00		7,539.00	
Total:							266,724.74	0.00	266,724.74	

Payment Summary		
Description	Qty	Amount
Cheque	109	292,455.08
EFT	4	16,133.38
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	2	41,863.72
Total:	115	266,724.74

*** End of Report ***

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
10-2023	001	01/10/2023	C-222	CIBC CORPORATE VIS	UBCM Chrg	UBCM Room Charges	26.25		26.25	
10-2023	001	01/10/2023	C-222	CIBC CORPORATE VIS	27092023	Concession Supplie	43.07		43.07	
10-2023	001	05/10/2023	C-222	CIBC CORPORATE VIS	Sec Camera	Sec Cameras - Mari	266.01		266.01	
10-2023	001	06/10/2023	C-222	CIBC CORPORATE VIS	Decor - Refun	Open-a-Party Refun	15.64		15.64	
10-2023	001	08/10/2023	C-222	CIBC CORPORATE VIS	Easyhost 1023	Webhosting October	17.85		17.85	
10-2023	001	11/10/2023	C-222	CIBC CORPORATE VIS	PC-1090	2024 UBCM Calendar	31.73		31.73	
10-2023	001	12/10/2023	C-222	CIBC CORPORATE VIS	05801G	Concession Supplie	73.52		73.52	
10-2023	001	12/10/2023	C-222	CIBC CORPORATE VIS	Mar Sec 1023	Marina Security	61.41		61.41	
10-2023	001	13/10/2023	C-222	CIBC CORPORATE VIS	VIEA 10\23	VIEA Registration	687.75		687.75	
10-2023	001	13/10/2023	C-222	CIBC CORPORATE VIS	Off IT	AVG & Office	240.79		240.79	
10-2023	001	13/10/2023	C-222	CIBC CORPORATE VIS	staples 1023	CC, VO Staples	240.57		240.57	
10-2023	001	16/10/2023	C-222	CIBC CORPORATE VIS	Zoom October	Zoom - October	48.14		48.14	
10-2023	001	18/10/2023	C-222	CIBC CORPORATE VIS	950292	Postage	386.40		386.40	
10-2023	001	18/10/2023	C-222	CIBC CORPORATE VIS	CA254324989	CC Printer Part	22.72		22.72	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	Mascon Oct/No	Oct\November Inter	873.60		873.60	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	Telus Aug-Oct	Aug-Oct Phone Char	4,078.03		4,078.03	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	JIBC 10/23	ESS Course - LM	62.69		62.69	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	P-17205	CO Handboook	393.75		393.75	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	0419418	Power Connectors	42.54		42.54	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	AVG 1023	AVG - CC	118.71		118.71	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	Sept\Oct cell	Sept & Oct Cell Ph	628.69		628.69	
11-2023	001	01/11/2023	C-222	CIBC CORPORATE VIS	58858106	PW Small Tools	234.23		234.23	
03-2023	001	03/11/2023	C-222	CIBC CORPORATE VIS	454036	SD Card - SCADA	44.80		44.80	
11-2023	001	03/11/2023	C-222	CIBC CORPORATE VIS	03112023	Amiga Conference h	343.70		343.70	
11-2023	001	06/11/2023	C-222	CIBC CORPORATE VIS	08054G	Concession Supplie	40.77		40.77	
11-2023	001	09/11/2023	C-222	CIBC CORPORATE VIS	Easyhost 11\2		17.85		17.85	
11-2023	001	10/11/2023	C-222	CIBC CORPORATE VIS	20486860	VO Supplies	246.66		246.66	
11-2023	001	11/11/2023	C-222	CIBC CORPORATE VIS	111423	Xmas Supplies	88.33		88.33	
11-2023	001	12/11/2023	C-222	CIBC CORPORATE VIS	Mar Sec 1123	Marina Security	61.41		61.41	
11-2023	001	16/11/2023	C-222	CIBC CORPORATE VIS	Zoom 11\23	Zoom Fees	48.14		48.14	

Total: 9,454.47 0.00 9,454.47

Payment Summary		
Description	Qty	Amount
Cheque	0	0.00
EFT	30	9,454.47
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	30	9,454.47

*** End of Report ***

VILLAGE OF PORT ALICE
SUMMARY OF REVENUE & EXPENSES FOR OCTOBER to NOVEMBER 2023

Attached is the detailed report of Revenue and Expenditures for October to November 2023. 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 October to November is:

92%

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

Fund	Revenues	Expenditures	Total
General	\$ (2,777,467.07)	\$ 1,805,221.34	\$ (972,245.73)
Water	\$ (63,191.26)	\$ 60,022.44	\$ (3,168.82)
Sewer	\$ (146,259.79)	\$ 101,887.54	\$ (44,372.25)
(Surplus)/deficit	\$ (2,986,918.12)	\$ 1,967,131.32	\$ (1,019,786.80)

3	Wages	G.L. Code	Budget	year to date	% Spent
[a]	Office	112 120 0101	\$ 300,000.00	\$ 289,138.40	96%
[b]	P.W. General	112 120 0101	\$ 210,500.00	\$ 192,836.81	
	P.W. Transfer Stn	112 130 0101	\$ 33,500.00	\$ 34,519.72	
	Recycling Depot Wages	112 130 0106	\$ 34,000.00	\$ 32,174.53	
	P.W. Cemetery	112 140 0101	\$ 1,500.00	\$ 150.00	
	P.W. Boulevards	112 150 0101	\$ 30,000.00	\$ 12,504.43	
	P.W. Dykes	112 150 0102	\$ 1,000.00	\$ -	
	P.W. Water	212 120 0101	\$ 20,000.00	\$ 11,102.40	
	P.W. Sewer T.P.	312 120 0101	\$ 25,000.00	\$ 29,417.24	
	P.W. Sewer Dist.	312 120 0102	\$ 5,000.00	\$ 6,628.79	
	Sub Total		\$ 360,500.00	\$ 319,333.92	89%
[c]	Recreation	112 160 0101	\$ 100,000.00	\$ 107,709.65	
[d]	Arena	112 170 0101	\$ -	\$ -	
[e]	Com. Centre	112 180 0101	\$ 34,500.00	\$ 28,432.20	
			\$ 134,500.00	\$ 136,141.85	101%

Respectfully submitted


 Bonnie Danyk, Finance Officer

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
REAL PROPERTY TAXES					
1110000100	GENERAL TAXATION	0.00	723,300.18-	723,300.00-	0.18
1110000101	UTILITY TAX	3,329.78-	14,796.79-	15,000.00-	203.21-
1110000102	GRANT-IN-PLACE OF TAXES	0.00	775.13-	6,000.00-	5,224.87-
	TOTAL REAL PROPERTY TAXES	3,329.78-	738,872.10-	744,300.00-	5,427.90-
SALES OF SERVICE & GOODS					
1111000100	GARBAGE RATES & PENALTIES	36,385.00-	86,183.25-	88,000.00-	1,816.75-
1111000103	CEMETERY REVENUE	0.00	3,500.00-	0.00	3,500.00
	TOTAL SALES OF SERVICE & GOODS:	36,385.00-	89,683.25-	88,000.00-	1,683.25
RECREATION SUPPLIES & SERVICES					
1111000210	RUMBLE SHEET REVENUE	386.40-	798.40-	1,000.00-	201.60-
1111000213	WEIGHT ROOM PASSES & LOCKER RENTALS	1,095.00-	6,572.00-	4,000.00-	2,572.00
1111000215	RECREATION DEPT. SWEAT/T SHIRT REVEN	1,022.77-	3,252.52-	1,000.00-	2,252.52
1111000219	RECREATION PROGRAMS, EVENTS & CLASSE	1,739.90-	6,412.65-	3,500.00-	2,912.65
	TOTAL RECREATION SUPPLIES & SERVICE	4,244.07-	17,035.57-	9,500.00-	7,535.57
RECREATION FACILITIES RENTAL REVENUE					
1111000310	ARENA REVENUE	1,081.90-	1,081.90-	0.00	1,081.90
1111000319	SEA VIEW ACTIVITY CENTRE	0.00	4,000.01-	0.00	4,000.01
1111000320	COMMUNITY CENTRE REVENUE	5,016.46-	18,168.09-	19,000.00-	831.91-
1111000321	CC CONCESSION REVENUE	652.00-	3,684.00-	4,000.00-	316.00-
1111000330	SEA VIEW ACTIVITY CENTER	1,136.00-	1,136.00-	3,000.00-	1,864.00-
	TOTAL REC. FACILITIES RENTAL REVENUE	7,886.36-	28,070.00-	26,000.00-	2,070.00
OTHER REVENUE FROM OWN SOURCES					
LICENCES & PERMITS					
1111100105	CANS AND BOTTLES REVENUE	2,066.70-	6,443.82-	4,000.00-	2,443.82
1111100110	BUSINESS LICENCE FEE REVENUE	0.00	4,422.50-	5,000.00-	577.50-
1111100120	DOG LICENCES/FINES	0.00	540.00-	500.00-	40.00
1111100130	PERMITS:BUILDING/BURNING	45.00-	658.00-	4,000.00-	3,342.00-
	TOTAL LICENCES & PERMITS	2,111.70-	12,064.32-	13,500.00-	1,435.68-
OTHER REVENUE					
1111100220	SCHOOL TAX ADMINISTRATION FEE	0.00	0.00	2,500.00-	2,500.00-
1111100225	COMMUNITY FOREST REVENUE	0.00	65,000.00-	0.00	65,000.00
1111100230	INTEREST M.F.A. INVESTMENTS	19,135.39-	97,293.78-	50,000.00-	47,293.78
1111100231	BANK BALANCE INTEREST	5,539.47-	31,139.06-	0.00	31,139.06
1111100232	SCOTIABANK INVESTMENT ACCT INTEREST	19,850.99-	72,037.34-	0.00	72,037.34
1111100240	TAX PENALTIES	176.99-	17,905.00-	4,500.00-	13,405.00
1111100241	TAX ARREARS INTEREST	1,210.74-	4,370.75-	4,500.00-	129.25-
1111100243	TAX CERTIFICATES - Com.Charter - Sec	160.00-	540.00-	500.00-	40.00
1111100246	RECYCLING REVENUE	1,099.33-	5,698.91-	5,000.00-	698.91
1111100247	TAX SALE ADMIN & FILING FEES	1,003.26-	50,974.88-	0.00	50,974.88
1111100250	MISCELL. REVENUE	9,003.89-	20,294.76-	500.00-	19,794.76
1111100253	LAMINATING, FAX & PHOTOCOPY SERVICES	1,006.50-	1,545.50-	500.00-	1,045.50
1111100255	RUMBLE BEACH MARINA PARKING FEES	18.76-	13,754.71-	12,000.00-	1,754.71
1111100256	RUMBLE BEACH MARINA RECREATION MOORA	454.58-	6,980.41-	7,000.00-	19.59-
1111100257	BACKROAD MAPBOOK ADVERTISING REVENUE	19.95-	148.20-	0.00	148.20
1111100258	RUMBLE BEACH MARINA COMMERCIAL MOORA	0.00	1,644.61-	1,000.00-	644.61
1111100259	MARINA LAUNDRY AND SHOWERS	0.00	1,087.00-	1,500.00-	413.00-
	TOTAL OTHER REVENUE	58,325.87-	390,414.91-	89,500.00-	300,914.91
TRANSFER FROM OTHER GOVERNMENTS					
PROVINCIAL GOVERNMENT & OTHER GRANTS					
1111200110	SMALL COMMUNITY GRANT	0.00	368,000.00-	430,000.00-	62,000.00-
1111200111	RDMW - AHART FUNDING	0.00	0.00	5,000.00-	5,000.00-
1111200120	CARIP-Carbon Tax 12	0.00	0.00	44,082.00-	44,082.00-
1111200122	CANADA SUMMER JOBS	0.00	0.00	7,000.00-	7,000.00-
1111200123	ICE-T: GRANT PROJECTS	0.00	100,000.00-	50,000.00-	50,000.00
1111200125	NEW DEAL - GAS REVENUE	0.00	91,351.44-	85,000.00-	6,351.44
1111200131	ECONOMIC DEVELOPMENT PLAN	0.00	35,000.00-	302,000.00-	267,000.00-
1111200134	UBCM ESS GRANT	0.00	0.00	16,000.00-	16,000.00-
1111200135	UBCM EOC GRANT	0.00	3,074.48-	0.00	3,074.48
1111200137	UBCM FIRE DEPARTMENT GRANT	1,100.00-	8,000.00-	16,000.00-	8,000.00-
1111200138	GROWING COMMUNITIES FUND GRANT	0.00	783,000.00-	783,000.00-	0.00

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1111200139	COMMUNITY WELLNESS GRANT	0.00	15,000.00-	15,000.00-	0.00
1111200142	PACIFICAN SIDEWALK GRANT	0.00	89,381.00-	97,500.00-	8,119.00-
1111200143	BIKE TRAILS GRANT	0.00	0.00	8,000.00-	8,000.00-
1111200144	ACTIVE TRANSPORTATION GRANT	0.00	7,200.00-	15,000.00-	7,800.00-
1111200145	UBCM FIRESMART GRANT	0.00	0.00	50,000.00-	50,000.00-
	TOTAL PROVINCIAL GRANTS	1,100.00-	1,500,006.92-	1,923,582.00-	423,575.08-
FEDERAL GOVERNMENT					
1111200210	CELEBRATE CANADA DAY - GRANT	0.00	1,320.00-	1,100.00-	220.00
	TOTAL FEDERAL GRANTS	0.00	1,320.00-	1,100.00-	220.00
TRANSFER FROM SURPLUS & TEMP. BORROWING					
1111300009	APPROPRIATION FROM NICF RESERVE	0.00	0.00	15,000.00-	15,000.00-
1111300013	APPROP.FROM GAS TAX RESERVE	0.00	0.00	792,000.00-	792,000.00-
1111300014	APPROP. FROM DEFERRED REV. BCWIP	0.00	0.00	190,900.00-	190,900.00-
	TOTAL TRANSFERS FROM SURPLUS & TEMP. BORROWING:	0.00	0.00	997,900.00-	997,900.00-
	GRAND TOTAL GENERAL FUND REVENUE	113,382.78-	2,777,467.07-	3,893,382.00-	1,115,914.93-
COLLECTIONS FOR OTHER GOVERNMENTS					
1111500100	PROVINCIAL GOV'T SCHOOL TAX	0.00	266,996.46-	0.00	266,996.46
1111500110	REGIONAL DIST. OF MT. WADDINGTON	0.00	71,471.83-	0.00	71,471.83
1111500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	0.00	29,812.79-	0.00	29,812.79
1111500140	B.C. ASSESSMENT AUTHORITY	0.00	4,761.76-	0.00	4,761.76
1111500150	MUNICIPAL FINANCE AUTHORITY	0.00	23.66-	0.00	23.66
1111500160	POLICE TAX	0.00	38,789.18-	0.00	38,789.18
	TOTAL TRANSMISSION OF TAXES	0.00	411,855.68-	0.00	411,855.68
	GRAND TOTAL GENERAL FUND REVENUE:	113,382.78-	3,189,322.75-	3,893,382.00-	704,059.25-
EXPENDITURES					
GENERAL GOVERNMENT					
ADMINISTRATION					
1120000100	COUNCIL INDEMNITY	7,224.94	40,018.93	45,000.00	4,981.07
1120000101	OFFICE STAFF SALARIES & BENEFITS	54,917.97	289,139.40	300,000.00	10,860.60
1120000102	OFFICE STAFF MEDICAL REFERRAL	160.00	600.00	500.00	100.00-
1120000103	WAGE NEGOTIATIONS & STAFF RECRUITMEN	0.00	0.00	500.00	500.00
1120000104	EDUCATION, TRAINING & SAFETY EXPENSE	0.00	0.00	4,500.00	4,500.00
1120000105	AUDIT FEES AND EXPENSES	0.00	24,000.00	19,000.00	5,000.00-
1120000107	PROFESSIONAL DEVELOPMENT	1,370.08	4,157.54	4,500.00	342.46
1120000109	CONTRACTOR FEES	150.00	321.20	0.00	321.20-
	TOTAL ADMINISTRATION	63,822.99	358,237.07	374,000.00	15,762.93
OTHER EXPENSES					
1120000201	OFFICE INSURANCE	0.00	2,861.81	3,000.00	138.19
1120000202	OFFICE TELEPHONE/FAX	1,409.91	4,561.39	3,500.00	1,061.39-
1120000203	OFFICE HYDRO	198.84	2,345.89	3,000.00	654.11
1120000204	OFFICE OPERATING SUPPLIES, MAINT. &	80.52	2,008.14	3,000.00	991.86
1120000205	OFFICE JANITORIAL CONTRACT	960.00	5,280.00	7,200.00	1,920.00
1120000206	LEGAL FEES	0.00	6,686.24	15,000.00	8,313.76
1120000207	IT EXPENSES	633.60	16,192.70	20,000.00	3,807.30
1120000208	COMPUTERS & OFFICE EQUIPMENT	0.00	0.00	2,500.00	2,500.00
1120000209	ASSOCIATION DUES/MEMBERSHIPS	0.00	2,289.00	2,000.00	289.00-
1120000301	OFFICE POSTAGE	368.00	1,564.00	2,000.00	436.00
1120000302	OFFICE COURIER/FREIGHT CHARGES	14.71	14.71	100.00	85.29
1120000303	OFFICE STATIONERY	316.96	3,063.52	2,000.00	1,063.52-
1120000304	COMPUTER FORMS & SUPPLIES	0.00	677.31	1,000.00	322.69
1120000305	XEROX LEASE/ADVERTISING	1,461.00	2,917.95	3,500.00	582.05
1120000306	OFFICE ALARM MONITORING	0.00	263.45	300.00	36.55
1120000308	CANON LEASE	0.00	0.00	4,000.00	4,000.00
1120000309	CANON LEASE PAYMENTS	445.12	3,601.95	0.00	3,601.95-
1120000401	CONVENTIONS, DELEGATIONS & TRAVEL EX	25.00	14,210.69	20,000.00	5,789.31
1120000402	TOURISM	0.00	4,122.90	8,000.00	3,877.10
1120000403	HERITAGE	440.00	2,446.24	2,500.00	53.76
1120000404	INTERGOVERNMENTAL RELATIONS	0.00	0.00	500.00	500.00
1120000405	GRANTS & DONATIONS	0.00	200.00-	500.00	700.00
1120000407	MISCELLANEOUS	41,204.80	46,153.56	500.00	45,653.56-
1120000408	WOOD STOVE EXCHANGE PROGRAM	0.00	400.00	0.00	400.00-
1120000410	TAX SALE REDEMPTION, FILING & SERVIC	140.71	140.71	200.00	59.29
1120000418	VTN PILOT PROJECT	0.00	8,000.00	8,000.00	0.00

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1120000500	HERITAGE/TOURISM/OFFICE STORAGE EXPE	0.00	1,426.01	1,000.00	426.01-
	TOTAL OTHER EXPENSES	47,699.17	131,028.17	113,300.00	17,728.17-
	TOTAL GENERAL GOVERNMENT	111,522.16	489,265.24	487,300.00	1,965.24-
PROTECTIVE SERVICES					
FIRE DEPARTMENT					
1121000101	FIRE FIGHTERS MEMBERS PAY	3,205.00	10,705.00	10,700.00	5.00-
1121000103	FIRE DEPT WORK SAFE BC PREMIUMS	0.00	0.00	500.00	500.00
1121000104	FIRE DEPT TRAINING	3,553.67	5,388.82	10,000.00	4,611.18
1121000201	FIRE DEPT INSURANCE	0.00	6,524.49	7,000.00	475.51
1121000202	FIRE HALL PHONE	350.82	788.83	1,000.00	211.17
1121000204	FIRE HALL HEAT & LIGHT	0.00	3,747.84	6,000.00	2,252.16
1121000205	FIRE HALL MAINT. & FURNISHINGS	164.80	633.61	5,000.00	4,366.39
1121000206	FIRE TRUCK REPAIR & MAINTENANCE	0.00	1,130.40	5,000.00	3,869.60
1121000207	FIRE DEPT OPERATING SUPPLIES	1,678.71	7,586.88	18,300.00	10,713.12
1121000209	FIRE DEPT. DUES, LICENSE & PERMIT FE	0.00	1,064.70	1,500.00	435.30
1121000211	FIRE DEPT PROMO	1,613.67	2,270.96	4,000.00	1,729.04
1121000213	UBCM GRANT EQUIPMENT/TRAINING	2,990.74	16,000.52	16,000.00	0.52-
	TOTAL FIRE DEPARTMENT EXPENDITURES	13,557.41	55,842.05	85,000.00	29,157.95
MUNICIPAL EMERGENCY PROGRAM					
1121100101	EMERGENCY COORD HONORARIUM & WBC PRE	1,410.00	2,447.28	3,000.00	552.72
1121100102	EMERGENCY PROGRAM SUPPLIES	0.00	2,661.15	1,500.00	1,161.15-
1121100104	EMERGENCY PROGRAM TRAINING	59.89	59.89	1,500.00	1,440.11
1121100202	EMERGENCY TELEPHONE	350.33	2,080.04	2,000.00	80.04-
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:	1,820.22	7,248.36	9,000.00	1,751.64
	TOTAL PROTECTIVE SERVICES	15,377.63	63,090.41	94,000.00	30,909.59
TRANSPORTATION SERVICES					
PUBLIC WORKS DEPARTMENT					
1121200101	PUBLIC WORKS DEPT. WAGES & BENEFITS	34,964.43	192,836.81	210,500.00	17,663.19
1121200102	PUBLIC WORKS MEDICAL REFERRAL	100.00	365.00	1,000.00	635.00
1121200103	P.W. COVERALLS & WORKBOOTS	1,390.82	2,639.77	3,000.00	360.23
1121200104	P.W. CONFERENCE, EDUCATION & SAFETY	0.00	3,564.92	4,500.00	935.08
	TOTAL PUBLIC WORKS WAGES & BENEFITS	36,455.25	199,406.50	219,000.00	19,593.50
P.W. YARD & STORES					
1121200201	P.W. INSURANCE	0.00	6,038.18	6,500.00	461.82
1121200202	P.W. YARD & STORES - PHONE	503.58	1,889.85	1,500.00	389.85-
1121200203	P.W. YARD & STORES - HYDRO	0.00	4,520.29	7,000.00	2,479.71
1121200204	P.W. YARD & SHOP: SUPPLIES & FEES	1,444.23	9,314.44	9,000.00	314.44-
1121200205	P.W. MAINTENANCE WORKSHOP	0.00	311.17	1,500.00	1,188.83
1121200206	DOG CONTROL SUPPLIES	0.00	101.84	300.00	198.16
	TOTAL P.W. YARD & STORES	1,947.81	22,175.77	25,800.00	3,624.23
REPAIRS, MAINTENANCE, RENTALS & TOOLS					
1121200301	DITCHES, DRAINS AND STORMSEWERS	0.00	449.80	2,000.00	1,550.20
1121200302	P.W. EQUIPMENT REPAIR & MAINT	5,891.53	30,589.04	40,000.00	9,410.96
1121200305	ANGUS DAWSON MEMORIAL BALLFIELD EXPE	0.00	0.00	500.00	500.00
1121200306	PARKS - MAINTENANCE	13.90	163.90	10,000.00	9,836.10
1121200307	DOCK & BOAT LAUNCH EXPENSES	7,782.78	24,617.01	20,000.00	4,617.01-
1121200308	P.W. SMALL TOOLS/EQUIPMENT	102.08	1,613.16	2,500.00	886.84
1121200309	PORTA POTTI RENTALS	1,209.60	4,434.00	5,000.00	566.00
	TOTAL P.W. REPAIRS/MAINT/RENTALS/TOOLS	14,795.73	61,866.91	80,000.00	18,133.09
ROADS, STREETS, HIGHWAY & SIDEWALKS					
1121200401	ROADS, STREETS AND LANES	3,043.52	13,471.70	20,000.00	6,528.30
1121200402	SIDEWALKS	0.00	0.00	1,000.00	1,000.00
1121200403	MUNICIPAL HIGHWAY	5,741.80	17,237.89	15,000.00	2,237.89-
1121200405	STREET LIGHTS - HYDRO	1,398.34	12,359.19	18,000.00	5,640.81
1121200406	STREET LIGHTS - MAINTENANCE	0.00	1,797.01	5,000.00	3,202.99
1121200407	STREET & TRAFFIC SIGNS	0.00	2,635.41	1,500.00	1,135.41-
1121200408	BRIDGE REPAIR & MAINTENANCE	0.00	0.00	1,000.00	1,000.00
1121200409	ARTERIAL ROAD PAVING	21,250.00	21,250.00	10,000.00	11,250.00-
1121200410	MUNICIPAL HIGHWAY PAVING	0.00	0.00	10,000.00	10,000.00
	TOTAL ROADS, ST., HIWAY, & SIDEWALKS	31,433.66	68,751.20	81,500.00	12,748.80

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
TOTAL PUBLIC WORKS DEPARTMENT		84,632.45	352,200.38	406,300.00	54,099.62
ENVIRONMENTAL HEALTH SERVICES					
1121300101	TRANSFER STATION WAGES	6,732.43	34,519.72	33,500.00	1,019.72-
1121300103	TRANSFER STATION OPERATING	1,516.32	15,187.89	15,000.00	187.89-
1121300105	GARBAGE COLLECTION CONTRACT	7,180.00	71,851.43	85,000.00	13,148.57
1121300106	RECYCLING DEPOT WAGES	<u>5,006.49</u>	<u>32,174.53</u>	<u>34,000.00</u>	<u>1,825.47</u>
TOTAL ENVIRONMENTAL HEALTH SERVICES		20,435.24	153,733.57	167,500.00	13,766.43
PUBLIC HEALTH & WELFARE					
1121400101	CEMETERY WAGES	0.00	150.00	1,500.00	1,350.00
1121400102	CEMETERY SUPPLIES & MAINTENANCE	0.00	2,984.29	500.00	2,484.29-
1121400201	BUILDING INSPECTION	<u>216.73</u>	<u>1,723.77</u>	<u>1,500.00</u>	<u>223.77-</u>
TOTAL PUBLIC HEALTH & WELFARE		216.73	4,858.06	3,500.00	1,358.06-
ENVIRONMENTAL DEVELOPMENT					
1121500101	BOULEVARD & MUNICIPAL GROUNDS WAGES	2,876.55-	12,504.43	30,000.00	17,495.57
1121500102	BOULEVARD MAINTENANCE	3,435.53	18,475.36	15,000.00	3,475.36-
1121500103	GARDEN CONTRACT	5,400.00	5,400.00	9,000.00	3,600.00
1121500201	PROTECTIVE DIKE SYSTEM WAGES	0.00	0.00	1,000.00	1,000.00
1121500205	DIKE MAINTENANCE	3,395.00	14,127.50	8,000.00	6,127.50-
1121500208	HWY SIGNS MAINTENANCE	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>500.00</u>
TOTAL ENVIRONMENTAL DEVELOPMENT		9,353.98	50,507.29	63,500.00	12,992.71
TOTAL ENVIRONMENTAL SERVICES		30,005.95	209,098.92	234,500.00	25,401.08
RECREATION SERVICES					
RECREATION DEPARTMENT					
1121600101	RECREATION DEPARTMENT WAGES & BENEFITS	19,178.29	107,709.65	100,000.00	7,709.65-
1121600102	RECREATION DEPT. MEDICAL REFERRAL	0.00	165.00	500.00	335.00
1121600104	EDUCATION & TRAINING C.C.	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>500.00</u>
TOTAL RECREATION DEPT. WAGES/BENEFITS		19,178.29	107,874.65	101,000.00	6,874.65-
RECREATION PROGRAMS					
1121600302	RECREATION PROGRAMS AND SUPPLIES	357.05	2,099.16	4,000.00	1,900.84
1121600305	STAFF SWEAT/T SHIRT EXPENSE	0.00	442.07	500.00	57.93
1121600306	C.C. COMPUTER LAB	413.32	1,504.72	2,000.00	495.28
1121600307	WEIGHT ROOM EQUIPMENT & REPAIRS	0.00	15.92	0.00	15.92-
1121600308	MISC. MERCHANDISE	0.00	3,725.72	3,000.00	725.72-
1121600309	CONCESSION SUPPLIES	<u>216.26</u>	<u>2,250.30</u>	<u>3,000.00</u>	<u>749.70</u>
TOTAL RECREATION DEPARTMENT PROGRAMS		986.63	10,037.89	12,500.00	2,462.11
OTHER RECREATION SERVICES					
1121600402	AID TO PUBLIC HOLIDAYS	166.72	1,886.11	4,500.00	2,613.89
1121600403	LIBRARY REQUISITION	<u>0.00</u>	<u>21,038.25</u>	<u>29,000.00</u>	<u>7,961.75</u>
TOTAL OTHER RECREATION DEPT. SERVICES		166.72	22,924.36	33,500.00	10,575.64
TOTAL RECREATION DEPARTMENT SERVICES		20,331.64	140,836.90	147,000.00	6,163.10
ARENA					
1121700106	ARENA ALARM MONITORING	0.00	0.00	300.00	300.00
1121700201	ARENA INSURANCE	0.00	15,561.18	15,500.00	61.18-
1121700202	ARENA TELEPHONE	350.33	853.21	1,000.00	146.79
1121700203	ARENA HYDRO & PROPANE	464.73	2,152.40	-5,000.00	2,847.60
1121700204	ARENA BUILDING OPERATION & MAINTENANCE	<u>0.00</u>	<u>1,537.67</u>	<u>5,000.00</u>	<u>3,462.33</u>
TOTAL ARENA EXPENDITURES		815.06	20,104.46	26,800.00	6,695.54
TOTAL ARENA EXPENSES		815.06	20,104.46	26,800.00	6,695.54
COMMUNITY CENTRE					
1121800101	JANITOR SALARIES & BENEFITS	6,336.52	28,432.20	34,500.00	6,067.80
1121800102	JANITOR MEDICAL REFERRAL	110.00	110.00	300.00	190.00
1121800103	PROTECTIVE CLOTHING	0.00	0.00	100.00	100.00
1121800104	C.C. EDUCATION, TRAINING, & SAFETY	0.00	0.00	300.00	300.00
1121800106	COMMUNITY CENTRE ALARM MONITORING	0.00	545.91	300.00	245.91-
1121800201	COMMUNITY CENTRE INSURANCE	0.00	9,811.26	10,000.00	188.74
1121800202	COMMUNITY CENTRE TELEPHONE	351.61	857.62	1,000.00	142.38
1121800203	COMMUNITY CENTRE HEAT & LIGHT	326.39	13,403.59	17,000.00	3,596.41
1121800204	COMMUNITY CENTRE BUILDING & GROUNDS	<u>14,858.18</u>	<u>32,309.52</u>	<u>15,500.00</u>	<u>16,809.52-</u>
TOTAL COMMUNITY CENTER EXPENDITURES		21,982.70	85,470.10	79,000.00	6,470.10-
TOTAL COMMUNITY CENTRE EXPENSES		21,982.70	85,470.10	79,000.00	6,470.10-
SEA VIEW ACTIVITY CENTER					

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
1121900201	SEA VIEW ACTIVITY CENTER INSURANCE	0.00	1,186.38	1,500.00	313.62
1121900202	SEA VIEW ACTIVITY CENTRE TELEPHONE	350.33	853.26	1,000.00	146.74
1121900204	SEA VIEW ACTIVITY CENTRE JANITORIAL	95.00	95.00	0.00	95.00-
1121900205	WEIGHT ROOM EQUIPMENT/MAINTENANCE	0.00	0.00	4,000.00	4,000.00
	TOTAL SEA VIEW ACTIVITY CENTER SERVICES:	445.33	2,134.64	6,500.00	4,365.36
DEBT CHARGES					
BANK CHARGES					
1122100100	DEBT CHARGES: PRINCIPAL & INTEREST -	20,486.55	24,896.55	33,900.00	9,003.45
1122100102	SCOTIA DIRECT BANK SERVICE CHARGE	65.17	490.17	0.00	490.17-
1122100103	BANK CHARGES	912.90	4,831.01	3,000.00	1,831.01-
1122100106	TRANSFER GAS TAX	0.00	0.00	129,082.00	129,082.00
	TOTAL DEBT CHARGES	21,464.62	30,217.73	165,982.00	135,764.27
	TOTAL FISCAL SERVICES & DEBT CHARGES	21,464.62	30,217.73	165,982.00	135,764.27
LAND & OFFICE EQUIPMENT					
1122300109	ESS EQUIPMENT	0.00	9,618.73	16,000.00	6,381.27
1122300115	EC DEV PROJECTS	1,873.52	1,873.52	45,000.00	43,126.48
1122300116	OCP UPDATE	458.00	44,605.63	37,000.00	7,605.63-
1122300117	ACTIVE TRANSPORTATION PLAN	0.00	0.00	30,000.00	30,000.00
1122300118	FIREHALL UPGRADES	0.00	0.00	65,000.00	65,000.00
1122300119	WILDFIRE RISK ASSESSMENT	1,628.96	31,628.96	50,000.00	18,371.04
1122300121	GROWING COMMUNITIES FUND PROJECTS	40,314.75	40,314.75	783,000.00	742,685.25
	TOTAL LAND/OFFICE EQUIPMENT CAPITAL EXPENDITURES:	44,275.23	128,041.59	1,026,000.00	897,958.41
PUBLIC WORKS					
1122300418	REPLACE STREETLIGHTS	0.00	29,012.02	30,000.00	987.98
1122300419	PW CAP: MARINE DRIVE SIDEWALK	0.00	119,175.00	130,000.00	10,825.00
1122300420	PW CAP: CULVERT REPLACEMENT & BRIDGE	0.00	0.00	500,000.00	500,000.00
1122300421	PW CAP: MARINE DRIVE BANK ASSESSMENT	0.00	0.00	180,000.00	180,000.00
1122300422	TRAFFIC SPEED SIGN	0.00	11,230.00	30,000.00	18,770.00
	TOTAL PUBLIC WORKS CAP. EXPENDITURES	0.00	159,417.02	870,000.00	710,582.98
RECREATION					
1122300503	REC. CAP.: BIKE TRAILS	0.00	0.00	8,000.00	8,000.00
1122300507	KAYAK PROJECT	6,554.20	125,343.95	302,000.00	176,656.05
1122300508	LIONS PARK PAVILLION UPGRADE	0.00	0.00	40,000.00	40,000.00
	TOTAL REC. DEPART. CAP. EXPENDITURES	6,554.20	125,343.95	350,000.00	224,656.05
	TOTAL CAPITAL EXPENDITURES	50,829.43	412,802.56	2,246,000.00	1,833,197.44
	GRAND TOTAL GENERAL FUND EXPENDITURES	357,406.97	1,805,221.34	3,893,382.00	2,088,160.66
TRANSMISSION OF TAXES					
1122500100	PROVINCIAL GOV'T - SCHOOL TAX	0.00	26,455.09	0.00	26,455.09-
1122500110	REGIONAL DISTRICT OF MT. WADDINGTON	0.00	71,472.00	0.00	71,472.00-
1122500120	MOUNT WADDINGTON REGIONAL HOSPITAL D	0.00	29,813.00	0.00	29,813.00-
1122500140	B.C. ASSESSMENT AUTHORITY	0.00	4,790.70	0.00	4,790.70-
	TOTAL TRANSMISSION OF TAXES	0.00	132,530.79	0.00	132,530.79-
	TOTAL 2001 GENERAL FUND EXPEND. BUDGET:	357,406.97	1,937,752.13	3,893,382.00	1,955,629.87
WATER REVENUE FUND					
REVENUE					
2110000101	WATER RATES REVENUE	22,566.30-	61,799.39-	60,000.00-	1,799.39
2110000102	WATER RATES PENALTIES	0.00	1,391.87-	1,000.00-	391.87
	TOTAL WATER RATES REVENUE	22,566.30-	63,191.26-	61,000.00-	2,191.26
	GRAND TOTAL WATER REVENUE	22,566.30-	63,191.26-	61,000.00-	2,191.26
WATER FUND EXPENDITURE					
2121200101	WATER EQUIP. MAINT. WAGES	2,294.45	11,102.40	20,000.00	8,897.60
2121200201	INSURANCE - WATER SYSTEM	0.00	4,780.08	5,000.00	219.92
2121200301	WATER EQUIP. REPAIR/MAINT.	8,340.70	35,551.55	30,000.00	5,551.55-
2121200302	WATER FUND CAPITAL RESERVE	0.00	0.00	6,000.00	6,000.00
	TOTAL WATER MAINTENANCE EXPENDITURES	10,635.15	51,434.03	61,000.00	9,565.97
FUNDS TRANSFERS					
2122300103	WATER WELL REPLACEMENTS	0.00	8,588.41	0.00	8,588.41-
	TOTAL DEBT CHARGES & CAPITAL EXPEND.	0.00	8,588.41	0.00	8,588.41-
	TOTAL WATER FUND EXPENDITURES	10,635.15	60,022.44	61,000.00	977.56
	TOTAL	10,635.15	60,022.44	61,000.00	977.56

For All Revenue, Expense Accounts
Zero Balance Accounts NOT Included

Transactions Entered From 01/10/2023
To 30/11/2023

Account	Description	Period Actual	YTD Actual	YTD Budget	Remaining In \$
SEWER REVENUE					
3110000101	SEWER RATES REVENUE	52,198.80-	143,105.46-	140,000.00-	3,105.46
3110000103	SEWER RATES PENALTIES	0.00	3,154.33-	2,000.00-	1,154.33
	TOTAL SEWER REVENUE	52,198.80-	146,259.79-	142,000.00-	4,259.79
	GRAND TOTAL SEWER FUND REVENUE	52,198.80-	146,259.79-	142,000.00-	4,259.79
EXPENDITURES					
3121200101	SEWER TREATMENT PLANT WAGES	5,932.45	29,417.24	25,000.00	4,417.24-
3121200102	SEWER DIST. SYSTEM WAGES	1,397.76	6,628.79	5,000.00	1,628.79-
3121200201	SEWER INSURANCE	0.00	6,576.93	6,500.00	76.93-
3121200202	SEWER PLANT TELEPHONE EXPENSE	567.81	1,750.67	1,500.00	250.67-
3121200203	SEWER HYDRO	838.11	17,333.21	23,000.00	5,666.79
3121200204	SEWER SUPPLIES & MAINTENANCE	3,580.47	30,470.06	20,000.00	10,470.06-
3121200205	SLUDGE DISPOSAL	2,580.84	9,033.17	10,000.00	966.83
3121200206	WASTE MANAGEMENT PERMIT FEES	0.00	677.47	700.00	22.53
	TOTAL SEWER OPERATING EXPENSE	14,897.44	101,887.54	91,700.00	10,187.54-
CAPITAL EXPENDITURES FROM REVENUE					
3122300102	SEWER CAP.:RESERVE FOR CAPITAL UPGRA	0.00	0.00	50,300.00	50,300.00
	TOTAL CAP. EXPEND. FROM SEWER REVENUE	0.00	0.00	50,300.00	50,300.00
	TOTAL:	49,232.51-	47,541.07-	0.00	47,541.07
	REPORT TOTALS:	194,791.68	1,299,111.69-	0.00	1,299,111.69

*** End of Report ***

**A BYLAW FOR VILLAGE OF PORT ALICE
RATES & FEES FOR 2024**

WHEREAS the Council considers it desirable to charge for fees and services provided by the Municipality;

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

1. TITLE

- (a) This bylaw may be cited for all purposes as the "Village of Port Alice Rates & Fees Bylaw No. 687-2023".

2. ENACTMENT

- (a) This bylaw is in effect January 1, 2024.
- (b) It shall be lawful for the Chief Administrative Officer or the Finance Officer to transfer any outstanding accounts receivable invoices, if unpaid on the 31st day of December, to property taxes in arrears.
- (c) This bylaw repeals Bylaw No 674, 2022 and Bylaw No. 679, 2023.

3. SCHEDULES

- (a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M and N attached to and forming part of this bylaw are hereby adopted and are the rates charged for the Village of Port Alice user rates.

4. SEVERABILITY

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

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Read a first time on the 13th day of December 2023.

Read a second time on the 13th day of December 2023.

Read a third time on the 13th day of December 2023.

Adopted on the 10th day of January 2024.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Certified to be a true copy of the Village of Port Alice Rates & Fees Bylaw No. 687-2024
As adopted on the 10th day of January 2024.

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE A – WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a)	Any property owner who desires a turn off or on of service must give to the Village office, seven (7) days' notice in writing, except in the case of an emergency, and shall at the same time pay the fee for each turning off or on.	\$75.00
b)	Where installation of a water connection exists the fee for inspection of a standard 18mm (3/4") connection will be:	\$75.00
c)	For each additional inspection required after the first inspection because of defective material or workmanship the fee will be:	\$75.00
d)	Where a water connection (standard 18mm (3/4")) is to be installed, a water main or lateral line must be within twenty (20) metres distance from the property line. The fee shall be at cost or a minimum of:	\$2,000.00
e)	Where a water connection is required above the standard 18mm (3/4") or is beyond the 20 metre distance, the fee shall be at cost or a minimum of:	\$2,000.00
2. Semi Annual Rates		Rate per month
The rates reflected in this schedule are based on a flat rate billing system.		
a	For each single residential dwelling unit	\$8.25
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$8.25
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$8.25
d	For Trailer and Mobile Homes	\$8.25
e	For Schools – each class room	\$8.25
f	For each Yacht Club	\$8.25
g	Garage or Service Station With Car Wash Facilities	\$8.25 Metered Rate
h	For Commercial Light Industrial & Industrial	Metered Rate
i	For each Strata Titled Apartment Building (owner to provide metre) Forest Grove (Minimum rate \$5.15 per unit) Seaview (Minimum rate \$5.15 per unit) Misty Manor (Minimum rate \$5.15 per unit) Quatsino Chalet (Minimum rate \$5.15 per unit)	Metered Rate
j	For Campground (Minimum rate \$5.15 per site)	Metered Rate
k	For Health Clinic (Minimum rate \$7.00 per month)	Metered Rate
l	For each beer parlor/lounge (Minimum rate \$8.25 per month)	Metered Rate
m	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
n	For each Office, Shop, Small Store (Minimum rate \$8.25 per month)	Metered Rate
o	For each Legion (Minimum rate \$8.25 per month)	Metered Rate
3. Metered Rate Users		
a	First 20,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
b	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.38
c	Next 30,000 cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.40
d	80,000 plus cu. Ft. used per month – per 100 cu. Ft. or part thereof	\$0.42

SCHEDULE B – SEWER RATES

1. Rates – Inspection and Connection Fees		
Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or his agent shall make application to the office of the Village, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and he shall pay to the Village a sewer inspection/connection fee as follows:		
a)	where installation of sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$75.00
b)	where a sewer connection is to be installed, provided a sanitary main or lateral line is within 20 metres distance of the property line, the inspection/connection fee shall be at cost or a minimum of :	\$2,000.00
c)	where a sewer connection is required above the 100 mm (4") or is beyond the 20 metre distance, the charge will be the minimum rate or cost, whichever is higher.	\$2,000.00 minimum
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).		10%
Re-Inspection Fee An inspection fee shall be paid to the Village for each additional inspection required after the first inspection because of defective materials or workmanship.		\$75.00
2 Semi Annual Rates		
The rates reflected in this schedule are based on a flat rate billing system.		Rate per month
a	For each single residential dwelling unit	\$19.50
b	For Strata Plan I (rate per month per unit) x 63 Units:	\$19.50
c	For Strata Plan II (rate per month per unit) x 101 Units:	\$19.50
d	For Trailer and Mobile Homes	\$19.50
e	For Schools – each class room	\$19.50
f	For Garage or Service Station	\$19.50
g	For each Strata Titled Apartment Building – Rate per unit Forest Grove (42 units) Seaview (38 units) Misty Manor (34 units) Quatsino Chalet (60 units)	\$16.67
h	For each hotel/motel – per unit	\$6.67
i	For each campground site	\$1.25
j	For each beer parlor/legion	\$23.33
k	Coffee shop/restaurant/cocktail lounge	\$16.67
l	For each Office, Shop, Small Store or Laundry	\$16.67
m	Supermarket	\$16.67
n	Health Clinic	\$16.67
o	Church	\$7.50
p	Light Industrial shops:	
p (i)	5 employees or less	\$18.50
p (ii)	6 – 15 employees	\$22.65
p (iii)	16 – 30 employees	\$28.00

SCHEDULE C – STORM SEWER RATES

3. That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$75.00
b) Re-inspection of connection and each subsequent connection	\$75.00
c) Where a storm drain connection (standard 100 mm) is to be installed, a fee of Fifteen Hundred Dollars (\$1,500.00) shall be charged provided a storm drain main or lateral is within twenty (20) metres of the property line.	\$2,000.00
d) Where a storm drain connection is required above the 100 mm (4") or is beyond the twenty (20) metre distance, the fee shall be Fifteen Hundred Dollars (\$1,500.00) or at cost, whichever is higher.	\$2,000.00 minimum

SCHEDULE D – GARBAGE COLLECTION & DISPOSAL RATES

1. Garbage Rates	
The rates reflected in this schedule are based on a flat rate billing system as listed in the table below. The utility requires appropriate funds to operate and the use of the system is not commensurate of rate but a portion of the average base costs.	
(a) The minimum fee payable for the removal of garbage, ashes, and trade waste shall be as Per the table below and shall apply to:	
(i) Residential unit – based on a maximum of two regulation garbage cans per pickup per week for each single family unit.	
(ii) Commercial unit – with no bins – based on a maximum of two regulation garbage cans per pickup per week for offices, warehouses, small retail and wholesale outlets and other small commercial enterprises.	
(iii) Large quantity commercial and industrial – will be charged according to their usage of 3 cu. Yard or 30 cu. Yard bins.	
	Rate Per month
Residential dwelling units, Strata Plan II & Mobile Homes	\$14.75
Strata Corporations – Seaview, Misty Manor, Forest Grove, Evergreen Terrace, & Quatsino Chalet per unit	\$7.35
Commercial/Institutions – per unit:	
Small	\$20.00
3-yd bin – per pickup	\$17.50
Seniors Discount: Senior means a person who is 65 years of age or older (for principle residence only).	10%

SCHEDULE F – BUSINESS LICENCE FEES

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Commercial/Industrial Definition – any business permitted in the zones designated in the Village of Port Alice Zoning and Land Use Bylaw and any amendments thereto.	Employing up to 3 people Employing up to 10 people Employing up to 25 people Employing up to 50 people Employing over 50 people	\$50.00 \$80.00 \$100.00 \$200.00 \$400.00
Rental units/spaces Definition – Any building containing rental units for residential or accommodation purposes or any land containing spaces to rent (including campgrounds, storage units, manufactured home parks, etc).	Up to 10 units Up to 20 units Up to 30 units Over 30 units	\$50.00 \$100.00 \$200.00 \$400.00
Home Occupation Definition – any business permitted in residential areas under the provisions of the Home Occupation Regulations set out in the Village of Port Alice Zoning Land Use Bylaw and any amendments thereto.	Per business	\$50.00
Miscellaneous Business Definition – any business not carried out of a building or premises within the Village of Port Alice, including, but not limited to: canvasser, agents, contractors, delivery services, mobile sales and servicing (not including “Mobile Business” defined hereinbefore) and any other business not hereinbefore provided.	Per business *Exception: Instructors offering less than 10 hours instruction/week	\$50.00 \$20.00
Mobile Business Definition – See Bylaw 496 – Schedule “B”	Per day	\$50.00
Each mobile unit	Per year	\$300.00
Non- Resident Business Definition – any type of business carried on in the Village by a non-resident (not including a non-resident that owns, or leases property in the Village for the purpose of operating the said business), including, but not limited to: direct sales, agents, professionals, contractors, delivery services, and mobile sales (except mobile Business defined in Schedule “B”-Bylaw 496).	North Island (Mt. Waddington Regional District) Business Per day Per year All other non-resident businesses Per day Per year	 \$20.00 \$80.00 \$30.00 \$100.00

Business License fees will be pro-rated 50% after July 31st of each year.

SCHEDULE G – RECREATION FACILITIES RATES

Rates do not include applicable taxes

Facility Rentals (during regular scheduled hours)	Rate
Community Centre	
Gym/Larry Pepper Room	\$15.00/hr
Gym/Larry Pepper Room	\$82.00/day
Gym/Larry Pepper Room (Event & Equipment Damage Deposit)	\$200.00
Gym/Larry Pepper Room Cleaning fee	\$30.00/hr
Activity Rooms	\$10.00/hr
Activity Rooms	\$52.00/day
Computer Room	\$15.00/hr
Computer Room	\$82.00/day
After Hours Rental	\$52.00/hr
Room Set up Fees (Chairs, Tables, Coffee, etc.) up to one hour of staff time:	\$30.00
For every half hour thereafter:	\$15.00
Coffee Service: includes coffee and supplies: Per Person	\$2.00
Minimum Fee	\$15.00
Sound System	\$50.00
Projector/Screen	\$15.00
TV/DVD	\$15.00
Tablecloths (per tablecloth)	\$2.50
CC Arts & Crafts at Cost plus 10%	
Sea View Activity Centre	
Multi Purpose Room	\$15.00/hr
Multi Purpose Room	\$82.00/day
Home Economics Room	\$15.00/hr
Home Economics Room	\$82.00/day
Reading or Seniors Room	\$10.00/hr
Reading or Seniors Room	\$52.00/day
Arena	
Hockey Side	\$40.00/hr
Curling Side	\$40.00/hr
Arena Dry Floor: Hockey or Curling Slab	\$40.00/hr
Upper Curling Lounge	\$40.00/hr
Lower Curling Lounge	\$40.00/hr
Rental fees established in a Rental Agreement between the Village of Port Alice and the respective users takes precedence over the rental fees above.	

SCHEDULE E – STATUTORY FEE RATES

Rates do not include applicable taxes.

1.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$30.00
2.	Reports	
	a) Photocopies (Black & White)	
	8-1/2" x 11"	\$0.25/per page
	8-1/2" x 14"	\$0.25/per page
	11" x 17"	\$0.30/per page
	Photocopies (Color)	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.50/per page
	b) Faxes	
	8-1/2" x 11"	\$1.00/per page
	8-1/2" x 14"	\$1.00/per page
	11" x 17"	\$1.00/per page
	c) Laminating	
	8-1/2" x 11"	\$3.00/per page
	8-1/2" x 14"	\$3.50/per page
	11" x 17"	\$4.00/per page
	d) Maps or Plans	At Cost
	e) Council Meeting Agendas	\$4.00
	f) Freedom of Information Request	\$25.00
3.	NSF cheques returned	\$40.00
4.	Boulevard Debris Pick up or other Rental Purposes – Equipment will only be rented out with Village Operator	
	Dump Truck (includes operator)	\$300.00/hr
	Back Hoe (includes operator)	\$350.00/hr

SCHEDULE E - STATUTORY FEE RATES

(continued)

Rates do not include applicable taxes

5.	Commemorative benches	
	(a) Bench, plaque and installation	\$2,000.00
	(b) Commemorative tree or shrub and plaque	\$700.00 plus tree /shrub
6.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$7.50 per ¼ hour
	(b) for producing a record manually	\$7.50 per ¼ hour
	(c) for preparing a record for disclosure	\$7.50 per ¼ hour
	(d) for shipping copies	actual costs of shipping method chosen by applicant
7.	Advertising	
	Rumble Sheet Commercial Ads: Classified Ad	\$2.00 per line/ \$6.00 Minimum
	Business Card.....	\$6.00/per month
	¼ page.....	\$8.00/per month
	½ page.....	\$16.00/per month
	1 full page.....	\$32.00/per month
8.	Signage at Marina	
	17" wide x 9" high	\$18.36
	23" wide x 9" high	\$24.84
	17" wide x 20" high	\$40.80
9.	Tourism	
	Sales Commission on Gift Shop Items at Info Centre	15%

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES

1. Building Fees	
a) Value of construction up to \$1,000.00	\$200.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$10.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$5.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish a building	\$50.00
(1) Deposit for residential demolition	\$1,000.00
(2) Deposit for commercial/industrial demolition	\$2,000.00
h) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$100.00 single wide \$150.00 double wide
2. Refund of Fees	
a) An applicant for a Building, Building Moving, Demolition, Plumbing or Sign permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) No refund shall be made where construction or work has begun or an inspection has been made.	
iii) No refund shall be made for less than	\$100.00
3. Re-inspection Charge	
A re-inspection fee where more than two inspections are necessary	\$200.00

SCHEDULE H – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES
(continued)

4. Application or Permit Transfer Fee	
A transfer fee of i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee. ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date. iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained.	\$50.00
5. Permit Extension Fee	
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$50.00
6. Letter Advising of Status of Property and Improvements	\$70.00/per hour
7. Building File Review	\$70.00/per hour
8. Fire Protection Equipment - Resubmission of plans	\$100.00 each submission

SCHEDULE I – CEMETERY RATES

Rates do not include applicable taxes.

	Care Fund (included)	Total Fee
Grave Space		
Adult Size	\$100.00	\$400.00
Child /Infant (under 10 years old)	\$75.00	\$300.00
Cremated Remains Size	\$30.00	\$120.00
Services - Opening and Closing grave for burials		
Adult Size: Monday- Friday 8:00 a.m. – 2:00 p.m.		\$600.00
Adult Size: Monday- Friday after 2:00 p.m.		\$800.00
Adult Size: Saturday, Sunday, Statutory Holidays		\$1,500.00
Child/Infant Size (under 10 years old): Monday- Friday 8:00 a.m. – 2:00 p.m.		\$500.00
Child/Infant Size (under 10 years old): Monday- Friday after 2:00 p.m.		\$700.00
Child/Infant Size (under 10 years old): Saturday, Sunday, Statutory Holidays		\$800.00
Services - Opening and Closing grave for Cremated Remains		
Monday- Friday 8:00 a.m. – 2:00 p.m.		\$200.00
Monday- Friday after 2:00 p.m.		\$360.00
Saturday, Sunday, Statutory Holidays		\$460.00
Services - Opening and Closing grave for Exhumation		
Adult Size: Monday – Friday 8:00 a.m. – 2:00 p.m.		\$620.00
Child/Infant Size (under 10 years old) Monday – Friday 8:00a.m. – 2:00 p.m.		\$565.00
Transfer of License		\$25.00
Installation of Memorials (Including Care Fund of \$25.00)		\$100.00
Goods		
Grave Liners		\$500.00
Oversize Grave Liners		\$650.00
Cremation Vaults		\$200.00

SCHEDULE J – BURNING PERMIT RATES

Class “A” Burning Permit: Industrial Land Clearing or Other Major Burning	\$30.00 per issue
Class “B” Burning Permit: Yard Waste & Minor Clean-up	\$5.00 per month
Penalty for False 911 Calls	\$50.00 per call

SCHEDULE K – ANIMAL CONTROL RATES

Annual license fee for spayed/neutered dog over eight (8) months old – January	\$15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$30.00
Replacement tags	\$2.50
Kennel License (plus \$2.50 per dog)	\$150.00
Impoundment (first offence)	\$50.00
Impoundment (second offence – within three months of the first)	\$75.00
Impoundment (third offence plus subsequent offences within 3 months of 1 st)	\$100.00
Care & Feeding	\$50.00

**SCHEDULE L - ZONING AND OFFICIAL COMMUNITY PLAN
BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$500.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$300.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$750.00
For statutory public hearing advertising	\$650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$500.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be Reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees: Processing and inspection of application, costs associated notice and the mailing or delivery of the notice	\$250.00 First and \$100.00 each additional
3. Any Board of Variance Application	\$100.00
4. Sign application, processing and inspection	\$75.00
5. Temporary Land Use Permit	\$ 250.00

SCHEDULE M - SUBDIVISION APPLICATION RATES

Processing and inspection of application	\$600.00
Application fee: For 2 – 10 lots	\$175.00 per lot
For 11 or more lots	\$225.00 per lot
Extension of preliminary approval	\$250.00
Amendment to a Strata Subdivision	\$250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Application fee	\$100.00
Per unit/parcel	
Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the Village.	\$200.00
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

SCHEDULE N – MARINA RATES

The following fees and charges shall be in effect at the Port Alice Municipal Marina and designated parking lots:

Rates Include Applicable Taxes

Daily Moorage Rate for Recreational Vessels per foot per day	\$ 1.05
Monthly Moorage Rate for Recreational Vessels per foot	\$ 13.25
Daily Moorage Rate for Commercial Vessels per foot per day	\$.55
Monthly Moorage Rate for Commercial Vessels per foot	\$6.50
Vehicle parking permit – Daily (Includes Boat Launch)	\$10.50
Vehicle parking permit – Annual (Includes Boat Launch), Residents Only*	\$84.00
Service Charge: Any service undertaken to resolve a vessel related emergency or nuisance at the Marina shall be charged to the owner of the vessel at actual costs plus \$150 and shall not be less than \$150.	\$157.50 plus actual costs
Replacement Annual Pass	\$5.25
Secondary Annual Pass	\$5.25
Slip Reservation Fee to be paid annually in advance	\$1,325.00
Trailer Parking after 24 hours	\$5.25 per day
*Resident means a person who is: a) a resident as defined under the Elections Act; or b) A sole shareholder or senior shareholder of corporations that own real property within the Municipal boundaries.	
Fee for Vendors to set up at Marina	
Daily Rate	\$ 6.00
Weekly Rate	\$35.00
Monthly Rate	\$118.00
• Note: Must be open a minimum of 4 days per week for weekly or monthly rate.	



INFORMATION ITEMS



City of Fort St. John
10631 100 Street | Fort St. John, BC | V1J 3Z5
(250) 787 8150 City Hall
(250) 787 8181 Facsimile

Honourable Mike Farnworth
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1

November 29, 2023
SWD.Minister@gov.bc.ca
Charlotte.Hunt@gov.bc.ca

Dear Minister Farnworth,

Over the last few years, Fort St. John and many other communities have experienced increases in criminal activity and social disorder. In part, this deterioration has related to drug addiction and mental illness. It has also related to the apparent inability of the justice system to hold anyone accountable in a meaningful way.

There are many consequences to this decay and one of them has been that more people are advocating for actions that could be described as vigilante, or extrajudicial. This reflects a growing lack of faith that the system is still viable and that the institutions of law and order are still effective. There is growing frustration at unchecked property crime and the experience of watching formerly safe neighborhoods decay. It is demoralizing to watch the revolving door of arrests and releases and overdose deaths. It seems to many in our community that the pendulum has swung far away from the rights of society. People have been communicating with us in increasingly desperate terms, expressing fear and a simple desire to return to the peaceful enjoyment of their homes and neighborhoods. They are asking for a system that holds criminals accountable for their actions in an effective way.

This letter is a reaction to a series of events that have caused fear and anger in several parts of our community. One recent example is the Triangle Park neighborhood on 112th Ave, in Fort St. John. It is an established street which boasts a small triangular park with a picnic table and a wonderful set of new playground equipment. It has been a place where many children would stop while walking home from school, or where parents would take their kids to play on a Saturday morning. This park was one thing that gave the Triangle Park neighborhood its identity and made it particularly desirable.

Over the last few years one residence on this formerly quiet street has become the center of violent, frightening, dangerous and unsettling incidents. In the last year there have been two shootings in or at this home. Not long before that, an overdose death occurred on the front doorsteps of the residence. By all accounts this is a place that is obviously involved in the street level drug trade. Activity goes on there night and day. There are countless short duration stops by pedestrians and vehicles, disputes, fights, and assaults. Stolen property often finds its way to the residence and neighbors report being intimidated and frightened while simply getting their mail. No matter what efforts are made by the police, there is no change in the nature and experience of living beside this residence. In part this is because those who are arrested in connection to this home and others like it are usually released.

The latest shooting at Triangle Park originated from within the offending residence. The neighboring home is occupied by a young family with small children. Recently, their home was pierced by a number of bullets in the middle of the night while they were sleeping. They have made the point repeatedly that their children could have been killed. They are right. Police have identified, and we are told, have charged those responsible for the previous shooting but this is scant comfort to anyone. Certainly, it made no difference in preventing the latest shooting.

Lately, Triangle Park is rarely used. Many parents have made the decision to stop spending time there because of the threat posed by those who attend the nearby residence to engage in the drug trade.

While trying to provide reassurance and an effective response to the residents of Triangle Park, we happened upon the Safer Communities Act. Within this Act were a suite of reasonable, and seemingly effective tools that would have been extraordinarily helpful and reassuring to our citizens. The Community Safety Act, might have provided our community with a way to hold the owners of this residence accountable. We might have been able to pursue a process through a Community Safety Order to require the residents of this property to vacate. We might have had the opportunity to go to court to articulate a common-sense solution which would have made it more difficult to be the owner of a residence such as this one. Unfortunately, this Act was never brought into force.

We have explored all options and continue to do so. Frankly though, nuisance and noise bylaws are no substitute for the meaningful support of the Provincial and Federal Government. It is frustrating and disheartening. Our bylaws were enacted to provide solutions to manage conventional municipal problems like un-mowed grass, or loud music. These laws were never designed or intended to manage the impacts of organized crime destroying neighborhoods with impunity.

Having provided this context, the purpose of my letter today is to inquire why the Community Safety Act and the Community Safety Amendment Act were never brought into force. It appears from our review that advocacy on the part of the BC Civil Liberties Association was effective at preventing the enactment of this legislation. Their objections to the proposed legislation seem incredibly indifferent and tone-deaf to the suffering occurring in communities throughout this province.

The BC Civil Liberties association said it believed the proposed law was unnecessary, unjust and would put people's housing security at risk. From our perspective the failure to enact this legislation has put people's housing security at risk. Further, it is both unfair and unjust that our residents should have to leave their homes and flee the violence that has destroyed the character and security of their neighborhoods.

I would implore you to consider where the balance should lie between the rights of our citizens to enjoy a peaceful existence and the rights of those who have destroyed that peace. There is an increasingly prevalent train of thought that there are no consequences for the very worst behavior. Our institutions are threatened by the loss of public faith in their effectiveness. It has become difficult to reassure our citizens that we have the tools to manage these situations. Please consider enacting the Community Safety Act or the Community Safety Amendment Act legislation.

Sincerely,

Lilia Hansen

Mayor Lilia Hansen
On Behalf of Fort St. John Council

cc: MLA Dan Davies



THE OFFICE OF THE LIEUTENANT GOVERNOR OF BRITISH COLUMBIA

The Honourable Janet Austin



Above: British Columbia Reconciliation Award recipients receiving their ceremonial blankets

After a pandemic-driven pause of several years, His Honour and I were delighted to begin the year 2023 with the return of the annual New Years Day Levée. Accompanied by our beloved Vice Regal Canine Consort, MacDuff, we welcomed the Greater Victoria community to Government House to enjoy our festive décor and Chef prepared treats to embrace the New Year with good cheer and good will.

January brought the opportunity for Government House to host our first BC Reconciliation Awards ceremony, honoring 2021 and 2022 recipients. This program is undertaken in partnership with the BC Community Achievement Foundation and recognizes exceptional individuals and

organizations for leadership in advancing Reconciliation with Indigenous Peoples in BC. I was delighted to co-host the celebration with Chief Sophie Pierre of the Ktunaxa First Nation and was deeply moved by the examples of generosity, courage and healing that were honored with awards.

In March, I was pleased to co-host a Symposium for Women in Uniformed Service with Vice Admiral Angus Topshee, Commander of the Royal Canadian Navy. We brought together 100 women from the Canadian Armed Forces for a two-day program, beginning with an opening celebration of International Women's Day at Government House. The program agenda featured inspirational





Above: Speaking at the Chinatown Autumn Gala

keynote speakers, including: BC Provincial Health Officer, Dr. Bonnie Henry; Rear Admiral Josée Kurtz, Commander Maritime Forces Atlantic and Joint Task Force Atlantic; Senator Rebecca Patterson; and Commanding Officer HMCS Vancouver, Commander Meghan Coates.

In April, we welcomed His Royal Highness, the Duke of Edinburgh, as he travelled to Canada to commemorate the 60th anniversary of the Duke of Edinburgh Award. It was inspiring to present awards to young people from across the country and to hear about their accomplishments. His

Royal Highness and I also visited the Odd Squad Productions Society, a charitable organization for youth empowerment run by serving and retired police officers and volunteers. Additionally, we met with local business and community leaders and hosted an intimate conversation with First Nations Leaders and youth delegates on youth priorities. His Royal Highness was delightful company and demonstrated his genuine interest in Canada and Canadians in all his interactions.

In honour of Her Late Majesty's Platinum Jubilee, I was pleased to launch the Lieutenant Governor's Journalism Fellowship, providing financial support for working journalists to undertake long-form projects on significant public interest topics. The first Fellowship was awarded in 2022 to Tyee reporter, Francesca Fionda, enabling her to document the stories of those displaced by extreme weather. Her resulting ten-part series was published in April 2023 and generated considerable interest as well as a Jack Webster Award nomination. Ms. Fionda also joined me in panel discussions with Simon Fraser University and the Union of BC Municipalities (UBCM), bringing further profile to her work.

The 2023 recipient of the Lieutenant Governor's BC Journalism Fellowship to Kim Bolan, a Vancouver Sun journalist whose courageous coverage of



Left: Touring South Okanagan communities



Right: His Royal Highness the Duke of Edinburgh at Odd Squad Productions Society



Above: Marching in the Victoria Pride Parade alongside the UVIC Chair in Trans Studies

BC gang activity is legendary. Ms. Bolan will investigate the increasing international tentacles of BC-based organized crime groups and examine the effectiveness of Canada's efforts to tackle organized crime. I am most grateful to the Jack Webster Foundation for their support in developing criteria and adjudicating Fellowship applications. It was especially meaningful to me to address the audience at the 2023 Jack Webster Awards on the importance of a credible, independent media ecosystem to the health of our democracy.

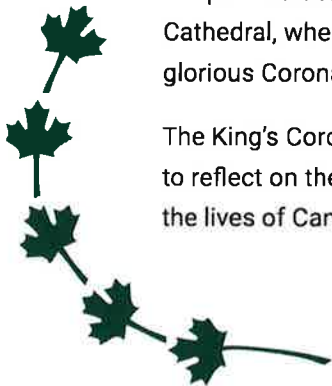
The highlight of 2023 was surely the Coronation of His Majesty King Charles III on May 6, 2023. This historic event was the first coronation of a Canadian Head of State and Monarch in seven decades. I was delighted to host a Coronation reception for our Patronage organizations and to open the Coronation Concert at Christchurch Cathedral, where we were treated to Handel's glorious Coronation Anthems.

The King's Coronation also gave us an opportunity to reflect on the constant presence of the Crown in the lives of Canadians, and the importance of our

constitutional monarchy as a stabilizing feature in the governance of our country that links us to the Commonwealth and to a tradition of parliamentary democracy, equality before the law and protection of our human rights.

Later in May, I embarked on an official community visit to the South Okanagan Region, during which I opened the inaugural BC Indigenous Golf Championship as Official Patron, along with His Honour Stephen Point, BC's 28th Lieutenant Governor. I also met with members of the South Okanagan Chamber of Commerce and the Royal Canadian Legion Branch 227; learned about the splendid work of the South Okanagan Immigrant and Community Services Society; toured historic sites such as the 1870's vintage Grist Mill; and visited farms, vineyards and wineries, including Indigenous-owned Nk'Mip Cellars and regenerative viticulture leader, Covert Farms. Altogether, it was a wonderful tour and I shall always be grateful for the warm welcome extended by everyone we met.

On June 1st, I had the special privilege of hosting the first BC Legends Day, honoring the





Top: Serving guests at the Victoria Native Friendship Centre Back to School Picnic Middle: Visiting Covert Farms while touring the South Okanagan Bottom: Joining the band on stage at Music on the Lawn

accomplishments of 26 extraordinary British Columbians who have contributed to our Province in diverse and meaningful ways. The Legends project is the creation of Stuart McNish and Carole Taylor, whose own contributions to BC may also be described as legendary.

July was the perfect month for Gardenfest, an outdoor coronation event inspired by His Majesty's Big Help Out, a celebration of volunteerism in the United Kingdom. Gardenfest featured live performances by the Victoria Conservatory of Music, Ballet Victoria, Pacific Opera Victoria and showcased the work of numerous community volunteer organizations. The South Malahat 4-H club was perhaps the most popular exhibit which featured adorable ducklings, babydoll sheep and a sweet little chicken named Janet!

In July, we also welcomed the surrounding community for three nights of "Music on the Lawn" featuring popular local bands and attracting diverse crowds of close to 1,000 each night.

Later in the summer, I attended the Annual Vice Regal Conference in Whitehorse and Carcross, along with the Governor General, Lieutenant Governors, and Territorial Commissioners from across Canada. Following the conference, I visited glorious Atlin on the BC Yukon border, where I met with local officials and enjoyed spectacular vistas and the warm hospitality of the community. The Taku River Tlingit First Nation welcomed me for a morning of "hands on" involvement in an inter-generational learning program and a delicious feast! I was honored, as well, to meet with Council and Elders and to learn about their innovative work in stewarding and protecting their traditional territory.

The 2023 UBCM Convention took place in Vancouver and attracted more than 2,000 delegates from local, regional, provincial and First Nations authorities. In my opening address, I took

the opportunity to express my heartfelt gratitude to local officials, Indigenous leaders and first responders for their splendid work in response to the worst fire season on record. The convention also enabled me to host a panel on Climate Adaptation, which brought together diverse voices for thoughtful and respectful discussion on this most challenging of topics.

The pandemic has given us a new appreciation for opportunities to gather and celebrate in person. For the Government House team, 2023 meant a return to pre-pandemic levels of activity and much “catching up” on awards and recognition events. Highlights of the Fall schedule included the investiture of 14 new members to the Order of BC; the Lieutenant Governor’s Award for Maritime Achievement; the Premier’s Education Awards; and 13 Long Service Award Dinners recognizing more than 2,000 of BC’s dedicated public servants.

Halloween was a most spooky affair, co-hosted with BC’s beloved Dr. Bonnie Henry, at which we welcomed young ghosts and goblins and their parents into the eerily-decorated entrance hall for some hospitality and to collect special treat bags. MacDuff was in his element, greeting our visitors with wagging tail and obvious enjoyment. He was also featured in “MacDuff and the Spectral Howl” a Government House ghost story documenting one of his many adventures.

Throughout the year, I had the privilege of speaking at many events and galas to honour the work of diverse organizations that contribute to the rich tapestry of BC community life; organizations like YWCA Metro Vancouver, Big Sisters of BC Lower Mainland, Success, Victoria Native Friendship Centre, Pacific Autism Family Network, Public Health Association of BC, BC Women’s Health Foundation, Inspire Health, BC Parks Foundation, Commonwealth Society, the Greater Vancouver



Top: Attending the Union of BC Municipalities (UBCM) Convention, hosting a dialogue on how to create climate resilient communities through collaboration Bottom: Honourary patronages, the South Malahat 4-H club at Gardenfest





*Above: Recipients of the 2021 and 2022 British Columbia Reconciliation Award
Below: Raising the flag for the Coronation of His Majesty King Charles III*

Board of Trade and the Greater Victoria Chamber of Commerce.

I greatly enjoyed presenting the BC Community Achievement Awards, the Audain Art Prize, the Polygon Art Awards and Exemplary Service Medals for Police, Coast Guard, Emergency Health Services. Also on my agenda were outdoor celebrations like the Chinatown Spring Parade, the Vaisakhi Parade and the Victoria Pride Parade where I joined the UVIC Chair in Transgender Studies.

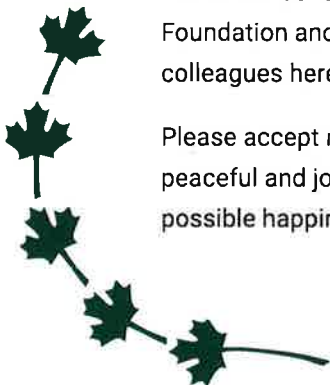
I am so very grateful to all those who sustain the work of the Office of the Lieutenant Governor and who provide me with their personal support and encouragement: my Honorary Aides-de-Camp, all the volunteers with the Friends of Government House Gardens Society, the Government House Foundation and, of course, my wonderful colleagues here at Government House.

Please accept my heartfelt best wishes for a peaceful and joyous holiday season and for every possible happiness in the coming year.

With gratitude,



The Honourable Janet Austin
Lieutenant Governor of British Columbia



December 1, 2023

Kevin Cameron
Mayor of Port Alice
1061 Marine Drive,
Port Alice, BC V0N 2N0



Dear Mayor Cameron,

I hope this letter finds you in good health and high spirits. It is with great pleasure that I introduce myself as the newly appointed President & Vice-Chancellor of University Canada West (UCW). It is both an honour and a privilege to join the esteemed academic community and engage with the leaders who contribute significantly to the prosperity of British Columbia.

In my previous leadership roles in the UK, I have witnessed the transformative power of collaboration between educational institutions and local governments. I am enthusiastic about the prospect of forging strong connections with municipalities across British Columbia to enhance the collective impact on education, innovation and community development.

UCW is dedicated to fostering meaningful partnerships that extend beyond its campus borders. I am eager to explore opportunities for collaboration on initiatives that align with the priorities and goals of our community. From joint research projects to community outreach programs, I believe we can create lasting positive change together.

In the coming weeks, I would be honoured to arrange a meeting to discuss potential areas of collaboration and to gain insights into the specific needs and aspirations of our community. Your guidance and partnerships are invaluable as we work together to strengthen the ties between our university and the communities we serve.

Please feel free to reach out to me directly at bashir.makhoul@ucanwest.ca to schedule a meeting or share your thoughts on how we can best collaborate for the benefit of our shared constituents.

Thank you for your time and I look forward to the prospect of working closely with you to contribute to the continued success and well-being of British Columbia.

Best wishes,

A handwritten signature in black ink, appearing to read "Bashir Makhoul".

Dr. Bashir Makhoul
President & Vice-Chancellor
University Canada West

