

TOWN OF PORT McNEILL

AGENDA for the regular meeting of Council to be held Monday, August 15, 2011 at 7:30 p.m. at 1775 Grenville Place.

1. PETITIONS AND DELEGATIONS

2. MINUTES

- a) Minutes of the Regular Council meeting, July 18, 2011. M S

3. CORRESPONDENCE

- a) Thank you card received July 12, 2011 from the North Island Community Services Society – Community Links/Semi Independent Living Program regarding Operation Tracks shoes. M S
- b) Letter received July 29, 2011 from the Canadian Cancer Society requesting a donation for the North Island Cops for Cancer Golf Tournament, dinner and auction. M S
- c) Letter received August 05, 2011 from the Port McNeill Family Centre thanking the Town of Port McNeill for their donation to the Teen Summer program. M S
- d) Letter dated August 08, 2011 from the Port McNeill and District Chamber of Commerce requesting support for the 12th Annual OrcaFest. M S

4. TABLE ITEMS

- a) Gowlings Publications from H. Brown M S

5. REPORTS

- a) Ratification needed for the recommendations from John Motherwell and Associates Engineering Ltd. to award Windley Contracting Phase V, 2010 Water Pipeline Replacement Project. M S
- b) Report on painting the hydro kiosks at the harbour. M S
- c) Progress report on the 2010 Water Pipeline Replacement Project from John Motherwell & Associates Ltd. M S
- d) Financial Report for July. M S

6. BYLAWS

- a) Town of Port McNeill Tax Due Date and Penalty Additions Bylaw No. 633, 2011
First, Second and Third Reading M S

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

- 9. Resolution to go “In Camera” as per section 90 (1) (c) employee relations and 90 (1) (k) municipal service of the Community Charter. M S

10. ADJOURNMENT

M S

TOWN OF PORT McNEILL

MINUTES of the regular meeting of Council held Monday July 18, 2011 at 7:30 p.m. at 1775 Grenville Place.

PRESENT: Mayor G. Furney, Councillors S. Ackland , S. Downey, A. Frost, G. Wickstrom and Staff S. Harvey

APOLOGIES: Councillors S. Ackland and A. Frost and Staff A. Sweet

1. PETITIONS AND DELEGATIONS

2. MINUTES

a) Minutes of the Regular Council meeting, July 04, 2011.

133/2011 – Moved, seconded and CARRIED that the July 04, 2011 minutes of the Regular Council meeting be accepted as circulated.

Regular Minutes

3. CORRESPONDENCE

a) E-mail received June 27, 2011 from the Port McNeill Chamber of Commerce regarding ORCAFEST on Saturday August 20, 2011.

134/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

ORCAFEST

b) Thank you picture received June 14, 2011 from the 1st Port McNeill Guides in Regards to the loan of a Town of Port McNeill flag for the Hands Across the Border event.

135/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed and that a Town of Port McNeill flag be donated to the 1st Port McNeill Guides.

Girl Guide Thank you

c) Letter dated June 09, 2011 from the BC Retired Teachers' Association requesting support of the motion to eliminate MSP premiums for all seniors in BC at the September UBCM Annual General Meeting.

136/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Seniors MSP Premiums

- d) Letter dated June 14, 2011 from the Council of Senior Citizens' Organizations of British Columbia requesting support of the motion to eliminate MSP premiums for all seniors in BC at the September UBCM Annual General Meeting.

137/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Seniors MSP
Premiums

- e) Letter dated July 5, 2011 from the RDMW Loggersports Society requesting support for its Loggersports competition to be held during ORCAFEST on August 20, 2011.

138/2011 – Moved, seconded and CARRIED that the Town of Port McNeill supports the Loggersports competition with a donation of \$500. (Five Hundred Dollars).

Logger

4. TABLE ITEMS

139/2011 – Moved, seconded and CARRIED that the Table Items be received and filed.

Table item

5. REPORTS

- a) Financial Statements for the month of June, 2011

140/2011 – Moved, seconded and CARRIED that the Financial Statements be received and filed as presented.

June Financial
Statements

6. BYLAWS

- a) Town of Port McNeill Animal Control Bylaw No. 632, 2011 Final Reading.

140/2011 – Moved, seconded and CARRIED that the Town of Port McNeill Animal Control Bylaw No. 632, 2011 be given Final Reading.

Animal Control
Bylaw No.632,
2011

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

9. ADJOURNMENT

141/2011– Moved, seconded and CARRIED that the meeting be adjourned at 7:55 p.m.

Adjourn

Mayor

Administrator



The North Island Cougars
Thank You
for your support

Designed and Edited by
NICSS - CL/SIL Program

28-5
0220-20
1770-20

COPY TO Gary/Sue/Agenda RECEIVED
DATE July 12, 11

JUL 12 2011

TOWN OF PORT McNEILL

North Island Community Services Society - Community
Links/Semi Independent Living Program
would like to thank you for your generous support. This
helped our athletes to attend Operation Trackshoes for
the 9th consecutive year. This year our team, the North
Island Cougars, earned 2 trophies - The Adult Division
Individual Sportsmanship Trophy and also The Team
Sportsmanship Trophy.

So Again, Thank You
From the Whole Team.



Canadian
Cancer
Society

BRITISH COLUMBIA AND YUKON



1770-20 COPY TO At Council/Isa/Agenda
31-2 DATE JULY 29/11

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JUL 29 2011

COMMITTED COPS. INSPIRATIONAL KIDS. CARING COMMUNITIES.

TOWN OF PORT McNEILL

Dear Supporter:

We would like to ask you to consider making a difference in the lives of children living with cancer by donating to the North Island Cops for Cancer Golf Tournament that will be held at Seven Hills Golf Course on September 17, 2011.

For the past fourteen years, law enforcement members along with media personalities of Vancouver Island have committed their time to a cause that is near and dear to so many: children fighting cancer. Each year these dedicated individuals train for four months to ready themselves for the fourteen day 1,000km bike ride from Port Alice to Victoria in September. What they learn each year is that the journey they make pales in comparison to the journey that a family takes when a child is diagnosed with cancer. Over the past fourteen years riders, community members, sponsors and supporters have joined together in the fight against childhood cancer raising over \$15 million to pediatric cancer research and the support of Camp Goodtimes. Together they have made a difference in the lives of children and families of Vancouver Island with research resulting in positive outcomes in the survival rates for children diagnosed with cancer. Unfortunately, the fight is not finished.

This September 24 to October 7, the Tour de Rock Team and Support Crew will once again hit the road to make a difference. To help the Team reach their goal, the North Island RCMP is organizing a charity golf tournament on September 17th. In order to make this golf tournament a success, we are asking your business to consider making a donation to this cause. We are asking for either a cash donation or the donation of a prize. The donated prizes will be either given out as door prizes to participants of the golf tournament or auctioned off as part of a silent auction that will be occurring during the tournament. Consider this an invitation as well to participate in the golf tournament, which will be a 4 person best ball format. The cost is \$60 which includes a meal and the auction after words, to take place at the Port McNeill Legion.

We thank you for your time and consideration. We look forward to whatever support you can provide.

Should you have any questions, comments, concerns, or wish to register for the golf tournament, please contact Cpl. Ryan NETZER at (250)949-6335 or at ryan.netzer@rcmp-grc.gc.ca.

COPY TO At Council/Agenda
DATE AUG 5/11

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AUG - 5 2011
TOWN OF PORT McNEILL



PORT McNEILL FAMILY CENTRE
375 SHELLY CRES, P.O. BOX 248, PORT McNEILL BC, VoN 2R0
PHONE/FAX: (250) 956-2273
EMAIL: pmfamilycentre@telus.net

- A program of the North Island Community Services Society *

The Port McNeill Family Centre would like to thank you for your generous donation to our Teen Summer Program. Your donation has helped the program be successful once again this summer and is greatly appreciated. I am so thankful for our community's willingness to help! Without these donations the program would not be such a success.

Thank you!

A handwritten signature in black ink that reads "Stephanie Rukin". The signature is written in a cursive, flowing style.

Stephanie Rukin
Teen Coordinator



Port McNeill & District Chamber of Commerce
 PO Box 129, Port McNeill, BC V0N 2R0
 Tel: (250) 956-3131 * Fax: (250) 956-3132 * Email pmccc@island.net

RECEIVED

AUG - 8 2011

TOWN OF PORT McNEILL

32-5
1770-20

COPY TO Agenda - Aug 15/2011
 DATE AUG 8/11

August 08, 2011

Town of Port McNeill
 PO Box 728
 Port McNeill, BC
 V0N 2R0

Dear Mayor and Council,

Plans are well underway for the 12th Annual OrcaFest; this year's celebration will take place on Saturday, August 20th!

The OrcaFest Committee would like to ask for support from the Town of Port McNeill to help make this event possible, more specifically we are requesting road closure for the section of Beach Drive from McNeill Road to the boat ramp, leaving full access to the boat ramp and public waterfront parking on Beach Drive. This area will be used for as a "walk through" throughout the day. We would request permission from the Town of Port McNeill to close this area to vehicle traffic between the hours of 9:00am - 5:00pm.

We would also like to ask to borrow two closure signs, garbage cans, and barricades for the use of for this event.

Thank you for your time and consideration. Please feel free to contact me if you have any questions or concerns.

Sincerely,

Cheryl Jorgenson
 OrcaFest Committee

3d/

Deputy Administrator

From: Port McNeill Chamber of Commerce [pmccc@island.net]
Sent: Monday, August 08, 2011 4:02 PM
To: Sue Harvey
Subject: ORCAFEST 2011: Request Letter
Attachments: Road Closure, Garbage Can and Barricades Request- TPM.doc



August 8, 2011
Re: OrcaFest 2011 Requests

Dear Sue,

Please find attached the OrcaFest requests for the year 2011.
Sincere apologies to the
Mayor and Council for the extreme delay in making this request.

Kind regards,

Cheryl Jorgenson, Executive Director

Port McNeill & District Chamber of Commerce
Port McNeill Visitor Centre
1594 Beach Drive, PO Box 129
Port McNeill, BC V0N2R0
Toll Free: 1-888-956-3131
Email: pmccc@island.net
Website: www.portmcneill.net

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JUL 23 2011

John Motherwell & Associates Engineering Ltd.

35 CADILLAC AVENUE, VICTORIA B. C. V8Z 1T3

TOWN OF PORT McNEILL
COPY TO Al Gerry/Alan/Sue
Agenda
DATE July 23/11

Telephone: Bus. 476-3435
Fax. 475-3538
Res. 477-6701

CONSULTING ENGINEERS

JOHN L. MOTHERWELL,
B.A.Sc., P.Eng., C.L.S., B.C.L.S.

P22-424

July 25, 2011

Town of Port McNeill
1775 Grenville Place
Box 728
Port McNeill BC V0N 2R0

Attention: F. Albert Sweet, CA
Administrator

Dear Al: **Re: 2010 Water Pipeline Replacement Project
Phase 5 - Broughton Boulevard & Haddington Crescent**

The following tenders for the above work were received at 4:00 p.m. on Friday July 22, 2011:

Upland Excavating Ltd.		1,398,940.83
Fournier Excavating Ltd.		1,391,000.00
J. R. Cote & Son Excavating Ltd.		1,294,825.00
Hub Excavating Ltd.	1,340,049.00	
Less adjustment	-162,790.00	1,177,259.00
Port Hardy Bulldozing Ltd.		997,524.30
J. R. Edgett Excavating Ltd.		955,105.24
Windley Contracting (2010) Ltd.	979,265.00	
Less adjustment	-50,001.37	929,263.63

The low tenderer is thus Windley Contracting (2010) Ltd. and we have accordingly examined their tender.

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Town of Port McNeill

.....2
July 25, 2011

The Contract Documents require at Page IT 2, certain particulars. A copy of that page is attached. Windley Contracting (2010) Ltd. has submitted the following documents:

- The Form of Tender duly completed.
- Appendix 1 to Form of Tender duly completed.
- Appendix 2 to Form of Tender duly completed.
- A revision to Appendix 1 to the Form of Tender.
- The bid bond.
- The consent of Surety.
- A copy of Addendum No. 1.
- A copy of Addendum No. 2.
- A copy of Addendum No. 3.
- A copy of Page AG 1 of the Agreement.

We believe this is to be a compliant tender and therefore wish to recommend its acceptance.

Kindly advise of the Council's decision.

Best regards,



John L. Motherwell, P. Eng.

JLM:ma

4.0 Tender Requirements

- 4.1 A tender must be on the Tender Form as provided and be signed by the authorized signatory(s):
- 4.1.1 signature(s) must be in original handwriting.
 - 4.1.2 if the tenderer is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer must be included, and each partner or joint venturer must sign personally; if a partner or joint venturer is a corporation then such corporation must sign as indicated in paragraph 4.1.3 below; and
 - 4.1.3 if the tenderer is a corporation the full name of the corporation must be included, together with the names and signatures of authorized signatories.
- 4.2 A tender must be accompanied by tender security ("Bid Security") in the form of:
- 4.2.1 a bid bond issued by a surety licensed to carry on the business of suretyship in British Columbia in a form reasonably satisfactory to the Owner, or
 - 4.2.2 cash, bank draft or letter of credit in a form acceptable to the Owner, in an amount equal to 10% of the Tender Price.
- 4.3 A tender must include the following Appendices
- 4.3.1 Appendix 1 Schedule of Quantities and Prices
 - 4.3.2 Appendix 2 Privilege Clause

5.0 Qualifications, Modifications, Alternative Tenders

- 5.1 Tenders which contain qualifications or omissions, so as to make comparison with other tenders difficult, may be rejected by the Owner.
- 5.2 A tenderer may, at the tenderer's election, submit an alternative tender ("Alternative Tender") which varies the materials, products, designs or equipment from those approved under the Contract Documents, or approved by the Owner as Approved Equals as the case may be, but an Alternative Tender must be in addition to, and not in substitution for, a tender which conforms to the requirements of the Contract Documents.
- 5.3 The only Alternative Tender that the Owner may accept is an Alternative Tender submitted by that tenderer whose conforming tender, submitted as required by paragraph 6.2 of these Instructions to Tenderers, would have been accepted by the Owner in preference to other conforming tenders, if no Alternative Tenders had been invited.

Memo

To: Council
From: Sue
Date: August 4, 2011
Re: Hydro Kiosks

I have been in contact with BC Hydro regarding painting of the kiosks. We can apply for a grant of \$1000.00 towards the painting of the kiosks with the condition that the kiosks become our responsibility when it comes to graffiti. If we choose not to enter into a graffiti removal agreement with Hydro we would need to have them approve the kiosks that would be painted, approve the artwork and either the artist or the Town would sign a release/indemnity agreement.

Sue

P. 1
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Am...

COPY TO Al/Gerry/Sue/Eileen/Glen

0110-01
5000-04
A13-29

AUG - 5 2011

DATE AUG 5/11

John Motherwell & Associates Engineering Ltd TOWN OF PORT McNEILL

35 CADILLAC AVENUE, VICTORIA B. C. V8Z 1T3

Telephone: Bus. 250 475-3535
Fax. 250 475-3536
Res. 250 477-6701

CONSULTING ENGINEERS

JOHN L. MOTHERWELL
B.A.Sc., P.Eng., C.I.S., B.C.L.S.

August 5, 2011

FAX 250-956-4300

Town of Port McNeill
1775 Grenville Place
Box 728
Port McNeill BC V0N 2R0

P22-417
P22-421
P22-422
P22-423, P22-424
P22-426 & P22-427

Attention: F. Albert Sweet, CA
Administrator

Dear Al: **Re: 2010 Water Pipeline Replacement Project
Phases 1, 2, 3, 4 & 5**

As of today, the total paid out on this project was as follows. All amounts are net of HST.

<u>Phase 1</u>	<u>Final Contractor's cost</u>		Oct. 31, 2010	195,226.00
	Our fees	2010	July 28	10,450.00
			Sept. 14	5,930.00
			Nov. 30	18,760.00
				<u>35,140.00</u>
	Subtotal for Phase 1			\$230,366.00
<u>Phase 2</u>	Progress Certificate		No. 1 May 2, 2011	186,247.79
			No. 2 June 13, 2011	48,097.48
			No. 3 Final June 23, 2011	<u>62,238.18</u>
			Subtotal	\$296,583.45
	Our fees	2010	Nov. 30.	18,050.00
			Apr. 26	23,819.74
		2011	June 21	<u>22,149.33</u>
	Subtotal for Phase 2			\$360,602.52

The holdback for this Phase remains to be released.

50)

<u>Phase 3</u>	Progress Certificate	No. 1 June 6, 2011	119,325.05
		No. 2 Final June 28, 2011	103,047.64
		No. 3 Supplementary	
		Final July 12, 2011	<u>218.13</u>

Subtotal **\$222,590.82**

Our fees	2011	April 26	41,608.42	
		June 21	<u>13,639.00</u>	
				<u>55,247.42</u>

Subtotal for Phase 3 **\$277,838.24**

The holdback for this Phase remains to be released

<u>Phase 4</u>	Progress Certificate	No. 1 June 7, 2011	53,262.00
		No. 2 June 14, 2011	33,100.20
		No. 3 July 5, 2011	372,038.94
		No. 4 Aug. 4, 2011	<u>189,557.07</u>

Subtotal **\$647,958.21**

Our Fees	2011	April 26	45,007.03	
		June 21	19,560.36	
		Aug. 3	92,471.66	<u>157,039.05</u>

Subtotal for Phase 4 **\$804,997.26**

<u>Phase 5</u>	Our fees	2011	June 21	24,819.20
			Aug. 3	<u>33,982.85</u>

Subtotal for Phase 5 **\$58,802.05**

<u>Phase 6</u>	Our fees	2011	Aug 3	<u>35,006.45</u>
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Subtotal for Phase 5 **\$35,006.45**

<u>Phase 7</u>	Our fees	2011	Aug 3	<u>17,446.00</u>
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Subtotal for Phase 6 **\$17,446.00**

Grand Total of expenditure to date. \$1,785,058.52

Best regards,

 John L. Motherwell, P. Eng.

TOWN OF PORT MCNEILL

Monthly Financial Report

Page 1 of 6
2011-Aug-11
11:25:25 AM

For the Period Ending July 31, 2011

Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
TAXATION				
GENERAL TAXATION	0.00	946,187.69	946,000.00	(187.69)
UTILITY TAXATION	0.00	32,002.98	33,000.00	997.02
FEDERAL GRANTS IN LIEU OF TAX	0.00	0.00	4,500.00	4,500.00
CROWN CORPORATION GRANTS	0.00	3,000.00	3,000.00	0.00
* TOTAL TAXATION	<u>0.00</u>	<u>981,190.67</u>	<u>986,500.00</u>	<u>5,309.33</u>
SALE OF SERVICES				
DOCUMENT WITNESSING	0.00	0.00	50.00	50.00
PHOTOCOPYING FEES	52.23	441.70	950.00	508.30
FEDERAL WHARF MOORAGE	5,735.09	46,453.19	65,000.00	18,546.81
FEDERAL WHARF UTILITIES	284.90	2,865.90	18,000.00	15,134.10
MUNICIPAL WHARF UTILITIES	6,287.00	11,602.83	30,000.00	18,397.17
MUNICIPAL WHARF MOORAGE	39,715.20	61,240.56	100,000.00	38,759.44
MUNICIPAL WHARF ANNUAL MOORAGE	(2,520.00)	85,830.75	100,000.00	14,169.25
BOAT LAUNCH	2,355.00	5,995.00	8,000.00	2,005.00
HARBOUR PARKING	5,953.60	14,118.30	16,350.00	2,231.70
WHARFHEAD/BARGE RAMP	174.80	4,303.60	7,500.00	3,196.40
SHOWERS	293.00	622.00	5,000.00	4,378.00
GARBAGE COLLECTION FEES	0.00	122,778.00	123,000.00	222.00
COMMUNITY HALL RENTAL	0.00	1,280.00	6,000.00	4,720.00
OLD SCHOOL RENTAL	4,397.50	32,847.50	50,000.00	17,152.50
POOL REVENUE	10,972.15	27,498.55	40,000.00	12,501.45
POOL FUND RAISING	0.00	0.00	150.00	150.00
AIRPORT REVENUES	400.00	5,927.14	10,000.00	4,072.86
Broughton Campground Revenue	7,021.67	14,321.14	20,000.00	5,678.86
* TOTAL SALE OF SERVICES	<u>81,122.14</u>	<u>438,126.16</u>	<u>600,000.00</u>	<u>161,873.84</u>
OTHER REVENUE				
PLANNING & ZONING REVENUE	0.00	4,525.00	5,000.00	475.00
BUSINESS LICENSE FEES	65.00	16,435.00	17,000.00	565.00
BUILDING PERMITS	1,486.50	6,996.50	17,000.00	10,003.50
ANIMAL LICENSES AND FEES	82.50	1,865.00	3,000.00	1,135.00
INVESTMENT INCOME	0.00	0.00	500.00	500.00
PENALTIES ON PROPERTY TAXES	10,396.54	10,396.54	14,000.00	3,603.46
INTEREST ON PROPERTY TAXES	1,047.12	2,438.90	4,000.00	1,561.10
PENALTIES ON UTILITY FEES	0.00	(1.35)	8,000.00	8,001.35
PUBLIC WORKS REVENUE	0.00	3,330.00	7,000.00	3,670.00
CEMETERY FEES	0.00	1,366.00	1,000.00	(366.00)
RENTAL INCOME	3,417.45	23,922.12	40,500.00	16,577.88
SUNDRY REVENUE	3,031.81	8,825.30	10,000.00	1,174.70
MUNICIPAL TICKETING	0.00	0.00	1,000.00	1,000.00
* TOTAL OTHER REVENUE	<u>19,526.92</u>	<u>80,099.01</u>	<u>128,000.00</u>	<u>47,900.99</u>

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TOWN OF PORT MCNEILL
Monthly Financial Report

Page 2 of 6
 2011-Aug-11
 11:25:25 AM

For the Period Ending July 31, 2011

Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GRANTS				
SMALL COMMUNITY GRANT	369,246.00	625,858.00	625,858.00	0.00
STUDENT GRANTS	0.00	0.00	0.00	0.00
STREET LIGHTING GRANTS	0.00	283.16	650.00	366.84
UBCM COMMUNITY WORKS	0.00	0.00	157,000.00	157,000.00
SUNDRY GRANTS	0.00	14,747.00	72,000.00	57,253.00
PLANNING GRANTS	0.00	0.00	0.00	0.00
* TOTAL GRANTS	<u>369,246.00</u>	<u>640,888.16</u>	<u>855,508.00</u>	<u>214,619.84</u>
LEVIES FOR OTHER GOVERNMENTS				
RESIDENTIAL SCHOOL TAX	0.00	558,342.07	558,342.07	0.00
NON-RESIDENTIAL SCHOOL TAX	0.00	224,896.13	224,896.13	0.00
REGIONAL HOSPITAL DISTRICT	0.00	100,671.14	100,614.00	(57.14)
REGIONAL DISTRICT	0.00	469,698.22	469,667.00	(31.22)
MUNICIPAL FINACE AUTHORITY	0.00	57.54	58.00	0.46
B.C. ASSESSMENT	0.00	20,021.80	20,022.00	0.20
POLICE TAX	0.00	107,258.90	107,258.90	0.00
* TOTAL LEVIES FOR OTHER GOVERN	<u>0.00</u>	<u>1,480,945.80</u>	<u>1,480,858.10</u>	<u>(87.70)</u>
SURPLUS & RESERVES				
SURPLUS APPROPRIATION	0.00	0.00	(573,031.00)	(573,031.00)
CAPITAL RESERVE CONTRIBUTION	0.00	0.00	298,649.00	298,649.00
* TOTAL SURPLUS & RESERVES	<u>0.00</u>	<u>0.00</u>	<u>(274,382.00)</u>	<u>(274,382.00)</u>
**P TOTAL REVENUE	<u>469,895.06</u>	<u>3,621,249.80</u>	<u>3,776,484.10</u>	<u>155,234.30</u>

TOWN OF PORT MCNEILL
Monthly Financial Report

For the Period Ending July 31, 2011

Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GENERAL GOVERNMENT				
COUNCIL MEMBERS INDEMNITY	2,238.17	15,630.37	27,000.00	11,369.63
COUNCIL MEMBERS EXPENSES	33.17	2,724.96	9,000.00	6,275.04
COUNCIL MEMBERS GENERAL EXPENSES	0.00	3,669.12	8,000.00	4,330.88
WAGES AND BENEFITS	7,982.93	55,883.70	93,000.00	37,116.30
LEGAL	0.00	10.90	2,000.00	1,989.10
AUDIT	0.00	7,631.25	6,000.00	(1,631.25)
ADVERTISING	245.42	1,536.91	2,000.00	463.09
OFFICE AND SUNDRY	1,511.34	10,150.30	24,000.00	13,849.70
TELEPHONE	644.63	3,969.54	9,000.00	5,030.46
INSURANCE (ADMIN.)	0.00	4,836.44	6,000.00	1,163.56
PUBLICITY	401.91	2,011.23	5,000.00	2,988.77
MEMBERSHIPS, DUES & SUBSCRIPTIONS	0.00	4,832.65	6,000.00	1,167.35
OFFICE MAINTENANCE	654.24	6,741.11	12,000.00	5,258.89
TRAINING AND TRAVEL	476.55	6,431.90	10,000.00	3,568.10
GRANT AND DONATIONS	9,655.22	29,733.33	33,000.00	3,266.67
POSTAGE AND COURIER	976.19	3,129.85	5,100.00	1,970.15
COTTAGE EXPENSES	0.00	651.15	1,000.00	348.85
HEALTH UNIT EXPENSES	92.54	661.00	1,200.00	539.00
GRANT IN AID	622.50	28,922.50	30,000.00	1,077.50
GENERAL ELECTIONS	0.00	240.21	2,700.00	2,459.79
* TOTAL GENERAL GOVERNMENT	25,534.81	189,398.42	292,000.00	102,601.58
FIRE DEPARTMENT				
INSURANCE (FIRE DEPT.)	2,949.00	14,629.35	18,000.00	3,370.65
TELEPHONE AND RADIO	121.00	1,540.03	7,000.00	5,459.97
VEHICLE OPERATION AND MAINT.	2,295.26	5,178.22	5,000.00	(178.22)
BUILDING OPERATION AND MAINT.	1,081.11	2,797.59	6,000.00	3,202.41
EQUIPMENT OPERATION AND MAINT.	3,832.42	6,480.64	10,000.00	3,519.36
EQUIPMENT REPLACEMENT	5,150.17	11,234.39	12,000.00	765.61
OFFICE AND SUNDRY	609.79	1,109.20	3,500.00	2,390.80
WAGES AND BENEFITS	0.00	0.00	10,000.00	10,000.00
UTILITIES	617.59	3,593.93	6,000.00	2,406.07
PRINCIPAL	0.00	13,000.00	13,000.00	0.00
INTEREST	351.83	2,470.67	4,000.00	1,529.33
TRAINING AND TRAVEL	697.00	5,346.69	10,000.00	4,653.31
* TOTAL FIRE DEPARTMENT	17,705.17	67,380.71	104,500.00	37,119.29

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Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
PEP				
ESS - OFFICE & SUNDRY	0.00	223.83	500.00	276.17
ESS - SUPPLIES	0.00	291.50	500.00	208.50
ESS - TRAVEL & TRAINING	0.00	0.00	500.00	500.00
PEP - TRAINING & TRAVEL	0.00	205.92	1,000.00	794.08
PEP TELEPHONE AND RADIOS	109.62	688.55	1,500.00	811.45
PEP - EQUIPMENT & SUPPLES	0.00	282.46	500.00	217.54
* TOTAL PEP	<u>109.62</u>	<u>1,692.26</u>	<u>4,500.00</u>	<u>2,807.74</u>
AMBULANCE				
AMBULANCE HALL EXPENSES	0.00	524.78	1,000.00	475.22
* TOTAL AMBULANCE	<u>0.00</u>	<u>524.78</u>	<u>1,000.00</u>	<u>475.22</u>
ANIMAL CONTROL				
ANIMAL CONTROL OPERATIONS	1,266.00	10,337.26	17,000.00	6,662.74
POUND DONATIONS	0.00	212.69	0.00	(212.69)
* TOTAL ANIMAL CONTROL	<u>1,266.00</u>	<u>10,549.95</u>	<u>17,000.00</u>	<u>6,450.05</u>
TRANSPORTATION SERVICES				
SMALL TOOLS AND EQUIPMENT	666.40	4,351.82	10,000.00	5,648.18
VEHICLE OPERATIONS AND MAINT.	2,422.77	14,649.73	33,000.00	18,350.27
INSURANCE (PUBLIC WORKS)	0.00	13,664.41	15,000.00	1,335.59
DITCH AND DRAIN MAINT.	29.66	12,906.84	17,500.00	4,593.16
ROADS AND STREETS MAINT.	335.77	11,816.95	17,500.00	5,683.05
WAGES AND BENEFITS (P.W.)	8,528.80	75,374.28	138,000.00	62,625.72
TRAINING & TRAVEL (P.W.)	293.53	1,314.63	2,000.00	685.37
OFFICE AND SUNDRY (P.W.)	48.84	341.88	1,000.00	658.12
UTILITIES & TELEPHONE (P.W.)	165.45	957.89	2,000.00	1,042.11
BUILDING INSPECTION	0.00	5,800.26	12,000.00	6,199.74
STREET LIGHTING	4,889.43	27,020.64	57,000.00	29,979.36
SIGNAGE	1,029.47	2,256.30	3,000.00	743.70
FEDERAL WHARF OPERATIONS	590.91	21,746.43	7,000.00	(14,746.43)
MUNICIPAL WHARF OPERATIONS	1,541.08	7,132.15	14,000.00	6,867.85
MUNICIPAL HARBOUR MANAGEMENT	9,014.03	33,722.17	65,000.00	31,277.83
FEDERAL HARBOUR MANAGEMENT	7,136.10	27,412.77	40,000.00	12,587.23
MUNICIPAL HARBOUR TELEPHONE/RADIO	189.50	981.22	2,500.00	1,518.78
FEDERAL HARBOUR TELEPHONE/RADIOS	189.54	959.54	2,500.00	1,540.46
MUNICIPAL HARBOUR UTILITIES	1,697.13	11,144.89	25,000.00	13,855.11
FEDERAL HARBOUR UTILITIES	0.00	798.40	12,500.00	11,701.60
MUNICIPAL HARBOUR BUILDING OPERATI	397.54	4,013.74	5,000.00	986.26
FEDERAL HARBOUR BUILDING OPERATIO	397.53	4,013.76	5,000.00	986.24
MUNICIPAL HARBOUR OFFICE & SUNDRY	(70.00)	2,032.38	3,500.00	1,467.62
FEDERAL HARBOUR OFFICE & SUNDRY	0.00	2,101.96	3,500.00	1,398.04
BOAT LAUNCH	0.00	568.32	1,500.00	931.68
HARBOUR PARKING	70.61	3,996.81	4,000.00	3.19
MUNICIPAL MARINA LEASE	0.00	12,244.45	12,500.00	255.55
WHARFHEAD OPERATIONS & MAINT.	0.00	404.90	1,000.00	595.10
HARBOUR STAFF TRAINING & TRAVEL	(424.91)	924.90	3,500.00	2,575.10
HARBOUR COMMISSION	(504.00)	236.62	1,000.00	763.38
MUNICIPAL HARBOUR INSURANCE	0.00	16,643.20	18,000.00	1,356.80
AIRPORT INSURANCE	0.00	3,651.78	4,000.00	348.22
AIRPORT OPERATIONS & MAINT.	1,612.16	10,430.61	8,000.00	(2,430.61)
Public Works Yard & Shop	0.00	2,855.48	3,000.00	144.52
* TOTAL TRANSPORTATION SERVICES	<u>40,247.34</u>	<u>338,472.11</u>	<u>550,000.00</u>	<u>211,527.89</u>

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Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
RECREATION & CULTURAL SERVICES				
WAGES & BENEFITS (RECREATION)	6,098.95	50,130.52	80,000.00	29,869.48
RECREATION TELEPHONE	64.48	347.83	700.00	352.17
TOWN LOG PUBLICATION	143.16	803.26	1,300.00	496.74
SPECIAL EVENTS	0.00	0.00	1,000.00	1,000.00
INSURANCE (RECREATION)	0.00	11,699.27	8,000.00	(3,699.27)
OLD SCHOOL OPERATIONS	1,692.55	15,791.71	20,000.00	4,208.29
OLD SCHOOL UTILITIES	0.00	2,648.08	5,100.00	2,451.92
OLD SCHOOL HEATING	576.01	17,283.49	24,000.00	6,716.51
COMMUNITY HALL OPERATIONS	740.77	7,212.27	8,000.00	787.73
COMMUNITY HALL UTILITIES	0.00	697.88	1,600.00	902.12
COMMUNITY HALL HEATING	235.70	5,204.13	8,400.00	3,195.87
MUSEUM UTILITIES	0.00	2,872.37	3,500.00	627.63
MUSEUM OPERATIONS	0.00	1,091.70	15,000.00	13,908.30
POOL - WAGES & BENEFITS	20,789.19	42,019.56	81,400.00	39,380.44
POOL - UTILITIES	1,747.67	2,561.60	6,000.00	3,438.40
POOL - OFFICE & SUNDRY	0.00	91.19	1,000.00	908.81
POOL - OPERATIONS & MAINT.	1,118.97	15,766.89	12,000.00	(3,766.89)
POOL - HEATING	3,625.63	14,548.42	30,000.00	15,451.58
POOL - TELEPHONE	84.64	469.05	1,000.00	530.95
SWIMMING LESSON COSTS	0.00	685.60	3,000.00	2,314.40
POOL STAFF TRAINING & DEVELOPMENT	294.30	2,094.30	3,000.00	905.70
PARKS OPERATIONS & MAINT.	22,615.35	66,018.47	70,000.00	3,981.53
LIBRARY ASSESSMENT	0.00	36,206.00	72,400.00	36,194.00
Broughton Campground Operations	2,270.52	7,748.04	5,000.00	(2,748.04)
Broughton Campground Lease	0.00	3,052.50	3,000.00	(52.50)
Broughton Campground Commission	419.21	2,010.44	6,000.00	3,989.56
* TOTAL RECREATION & CULTURAL	62,517.10	309,054.57	470,400.00	161,345.43
ENVIRONMENTAL HEALTH				
GARBAGE COLLECTION	6,938.40	48,266.81	80,000.00	31,733.19
GARBAGE DUMP OPERATIONS	0.00	0.00	1,000.00	1,000.00
RECYCLING CENTRE OPERATIONS	2,350.42	14,205.55	27,000.00	12,794.45
* TOTAL ENVIRONMENTAL HEALTH	9,288.82	62,472.36	108,000.00	45,527.64
OTHER				
CEMETERY OPERATION	292.46	1,486.49	2,000.00	513.51
PLANNING & ZONING	0.00	5,470.55	5,000.00	(470.55)
* TOTAL OTHER	292.46	6,957.04	7,000.00	42.96
DEBT CHARGES & DISCOUNTS				
INTEREST & BANK CHARGES	9,525.70	16,115.28	30,000.00	13,884.72
DISCOUNTS ON PREPAYMENTS	0.00	41,490.99	42,000.00	509.01
DEBENTURE PRINCIPAL	0.00	26,000.00	26,000.00	0.00
DEBENTURE INTEREST	36.30	4,604.19	5,000.00	395.81
MFA Lease Payment	5,282.33	36,976.31	60,640.00	23,663.69
* TOTAL DEBT CHARGES & DISCOUNTS	14,844.33	125,186.77	163,640.00	38,453.23

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Description	July 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
CAPITAL				
RECREATIONS & PARKS CAPITAL	0.00	0.00	0.00	0.00
PUBLIC WORKS EQUIPMENT (CAPITAL)	0.00	0.00	0.00	0.00
ROADS & SIDEWALKS (CAPITAL)	0.00	0.00	0.00	0.00
HARBOUR IMPROVEMENTS (CAPITAL)	0.00	0.00	0.00	0.00
OFFICE (CAPITAL)	0.00	5,165.70	8,000.00	2,834.30
SCHOOL HOUSE CREEK	1,626.59	7,570.48	146,718.00	139,147.52
FIRE DEPARTMENT (CAPITAL)	0.00	0.00	0.00	0.00
AIRPORT IMPROVEMENTS (CAPITAL)	0.00	0.00	0.00	0.00
HARBOUR REDEVELOPMENT PROJECT	(2,350.00)	50,932.90	422,858.00	371,925.10
* TOTAL CAPITAL	(723.41)	63,669.08	577,576.00	513,906.92
TAXES LEVIED OTHER GOV'T				
RESIDENTIAL SCHOOL TAX	487,003.15	487,003.35	558,342.07	71,338.72
NON-RESIDENTIAL SCHOOL TAX	224,896.13	224,896.13	224,896.13	0.00
REGIONAL HOSPITAL DISTRICT	100,614.00	100,614.00	100,614.00	0.00
REGIONAL DISTRICT	469,677.00	469,677.00	469,677.00	0.00
MUNICIPAL FINANCE AUTHORITY	57.54	57.54	58.00	0.46
B.C. ASSESSMENT	20,021.80	20,021.80	20,022.00	0.20
Police Tax	107,259.30	107,259.30	107,258.90	(0.40)
* TOTAL TAXES LEVIED OTHER GOV'T	1,409,528.92	1,409,529.12	1,480,868.10	71,338.98
**P TOTAL EXPENSES	(1,580,611.16)	(2,584,887.17)	(3,776,484.10)	(1,191,596.93)
***P SURPLUS (DEFICIT)	(1,110,716.10)	1,036,362.63	0.00	(1,036,362.63)

TOWN OF PORT MCNEILL

BYLAW NO. 633, 2011

A bylaw to establish due dates and penalty additions to unpaid property taxes

WHEREAS the Council of the Town of Port McNeill is empowered under Section 367(1) of the Local Government Act (new) 235 of the Community Charter to establish one or more dates on which the property taxes are due;

AND WHEREAS Section 367(3) (d) (new) 193.1 empowers the Town to establish penalties to be paid after the tax due date established by the bylaw;

NOW THEREFORE the Council of the Town of Port McNeill in open meeting assembled enacts as follows:

1. Definition of Working Day – a day when the Town Office is normally open for business.
2. That the property tax due date is the end of the first working day in July each year. (new) June 30th of each year.
3. That a five percent (5%) penalty will be added to all unpaid taxes at the end of the first (1st) working day of July each year (new) on the next working day after June 30 each year.
4. That a further 5 percent (5%) penalty will be added to all unpaid taxes on the next working day after October 31st each year.
5. That Bylaw No. 541, 2002 Tax Due Date and Penalty Additions is hereby repealed.
6. This Bylaw may be cited as the "Town of Port McNeill Tax Due Date and Penalty Additions Bylaw No. 633, 2011".

Read a first time the ____ day of _____, 2011

Read a second time the ____ day of _____, 2011

Read a third time the ____ day of _____, 2011

Reconsidered, finally passed and adopted the ____ day of _____, 2011

Mayor

Corporate Administrator

Certified to be a true copy of Bylaw No. 633, 2011 as adopted

Corporate Administrator