

TOWN OF PORT McNEILL

AGENDA for the regular meeting of Council to be held Monday, May 02, 2011 at 7:30 p.m. at 1775 Grenville Place.

1. PETITIONS AND DELEGATIONS

2. MINUTES

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

3. CORRESPONDENCE

- a) Letter dated April 12, 2011 from the Port McNeill Lions Club requesting a donation for the Annual Action Auction. M S

4. TABLE ITEMS

- a) Gowlings Publications from H. Brown M S

5. REPORTS

- a) Recommendation from Villholth Jensen & Associates Ltd for the vehicle ramp fabrication. M S
- b) Support requested for Gus's Bar & Grill's application to the Ministry of Housing and Social Development to construct a new outdoor patio. M S
- c) Financial Statements for March 2011. M S

6. BYLAWS

- a) Five-Year Financial Plan Bylaw No.630, 2011
First, Second and Third Reading M S
- b) Tax Rate Bylaw No. 631, 2011
First, Second and Third Reading M S

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

9. ADJOURNMENT

M S

TOWN OF PORT McNEILL

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

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

APOLOGIES: Councillor S. Ackland

1. PETITIONS AND DELEGATIONS

2. MINUTES

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

070/2011 – Moved, seconded and CARRIED that the April 04, 2011 minutes of the Regular Council meeting be accepted with the deletion of new business. Regular Minutes

3. CORRESPONDENCE

4. TABLE ITEMS

071/2011 – Moved, seconded and CARRIED that the Table Items be received and filed. Table item

5. REPORTS

a) Request for support from Councillor G. Wickstrom for the Coast Guard Auxiliary and Harbour Committee to establish a “Kid’s Don’t Float” lifejacket borrowing program in Port McNeill.

072/2011 – Moved, seconded and CARRIED that the Town of Port McNeill supports the Coast Guard Auxiliary and Harbour Committee to establish the “Kid’s Don’t Float” lifejacket borrowing program in Port McNeill. Kids Don't Float

b) Request for support from Councillor G. Wickstrom for the Tourism Steering Committee to purchase two signs for Highway 19.

073/2011 – Moved, seconded and CARRIED that the Town of Port McNeill supports the Tourism Steering Committee in the purchase of two signs for Highway 19. Tourism Steering Committee Highway Signs

- c) Request for resolution of Council to complete an application to the Ministry of Community, Sport and Cultural Development to extend the boundaries of the Town of Port McNeill to take in the Airport and adjacent lands into the Town boundaries.

074/2011 – Moved, seconded and CARRIED that the Town of Port McNeill Council supports the application for boundary extension to the Ministry of Community, Sport and Cultural Development to include property west of the current boundaries to Hyde Creek and south to Highway 19 to include the Airport and along Highway 19 east into the Town of Port McNeill boundaries.

Airport
Boundary
Extension

6. BYLAWS

- a) Town of Port McNeill Official Community Plan Amendment Bylaw No. 628, 2011
First reading

075/2011 – Moved, seconded and CARRIED that the Town of Port McNeill Official Community Plan Amendment Bylaw No. 628, 2011 be given first reading.

Bylaw No.
628, 2011
OCP Amend

- b) Town of Port McNeill Zoning Amendment Bylaw No. 629, 2011
First reading

076/2011 – Moved, seconded and CARRIED that the Town of Port McNeill Zoning Amendment Bylaw No. 629, 2011 be given first reading.

Bylaw No.
629, 2011
Zoning Amend

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

- 9. Resolution to go “In Camera” as per section 90 (1) (k) municipal service and 90(1) (l) municipal objectives of the Community Charter.

077/2011 – Moved, seconded and CARRIED that Council go “In Camera” as per section 90 (1) (k) municipal service and 90 (1) (l) municipal objectives of the Community Charter.

In Camera

10. ADJOURNMENT

078/2011– Moved, seconded and CARRIED that the meeting be adjourned at 7:50 p.m.

Adjourn

Mayor

Administrator

COPY TO Agenda A7-4
DATE Apr. 12/11 530-01

RECEIVED

APR 12 2011

TOWN OF PORT McNEILL



PORT McNEILL LIONS CLUB
BOX 64
PORT McNEILL, BC
V0N 2R0

April 12, 2011

Mayor and Council
Town of Port McNeill
Box 728
Port McNeill, BC
V0N 2R0

The Port McNeill Lions Club is holding its Annual Action Auction on Saturday May 14th, 2011

The proceeds of the auction go to support local community projects, people need, and scholarships for graduating NISS students.

In the past you have generously donated swimming pool passes, harbour parking passes, and boat launch passes.

We would appreciate your consideration of these items again this year.

Please call me at 250-956-4296 should you have any questions.

Thank you

Yours truly

Pierre Le Gal
Secretary

PORT McNEILL - VEHICLE RAMP FABRICATION; TENDER No. 8700-34

TENDER EVALUATION; APRIL 6, 2011

BIDDER	Total Cost Excl. HST	Tender Received on time	Compliance	Monthly Storage Charge	Scheduled Completion
439281 BC Ltd Alberni Engineering	\$ 344,225.00	Yes	No. Work not completed by June 30, 2011	\$ 400	July, 2011
Ramsay Machine Works Ltd.	\$ 364,600.00	Yes	Yes	\$ 2,500	June 24, 2011
Megatech Engineering Ltd.	\$ 411,928.00	Yes	No. Work not completed by June 30, 2011	\$ 6,800	September 2, 2011
Surespan Structures Ltd.	\$ 413,767.62	Yes	Yes	Not Provided	June 30, 2011
Blue Water Systems Ltd.	\$ 540,188.00	Yes	No. Work not completed by June 30, 2011	\$ 3,000	July 15, 2011
Canadian Maritime Engineering Ltd.	\$ 711,781.90	Yes	Yes	\$ 2,240	June 28, 2011
Tala Enterprises Ltd.	\$ 753,990.20	Yes	Yes	\$ 0.50 per sq. ft.	June 28, 2011

Four of the seven received tenders are in complete compliance with the requirements set out in the tender documents. Three of the tenders show scheduled completion after the specified date of June 30, 2011. The submitted prices are within the expected range. VJA's estimated cost for supply, fabrication and delivery of the ramp was \$ 400,000.

Based on my review of the seven submitted bids, I recommend that the Town of Port McNeill review the schedule for the installation of the concrete ramp. I expect that transportation and installation of the ramp in Port McNeill will be most cost effective if the ramp is transported together with the concrete float.

Assuming that the date for completion of the ramp fabrication specified in the tender documents is important for the project, I recommend that the Town of Port McNeill consider accepting the lowest tender with scheduled completion on or before June 30, 2011. The lowest tender complying with the specified completion date was submitted by Ramsay Machine Works Ltd.

VILLHOLTH JENSEN & ASSOCIATES Ltd.



Arvid Pedersen, P.Eng.

INSTRUCTIONS:

Complete all applicable fields then submit with payment as outlined in Part 11 of this application form. You may complete this form online, then print.

- If you have any questions about this application, call the Liquor Control and Licensing Branch (LCLB) toll-free at: **1 866 209-2111**.
- LCLB forms and supporting materials referred to in this document can be found at: www.pssg.gov.bc.ca/lclb

PART 1: Licensee Information

Licence # affected: 171471

Licensee name [as shown on licence]: GUS'S PUB

Establishment name [as shown on licence]: GUS'S PUB

Establishment Location address: 1573 Beach Drive Port McNeill BC v0n2r0
(as shown on licence): Street City Province Postal Code

Contact Name: Baroutis Tasos Title/Position: Owner

Business Tel with area code: (250)956-3554 Business Fax with area code:

Business e-mail: guspub@telus.net

Business Mail address (if different from above): P.O. Box 531 Port McNeill BC V0N2R0
Street City Province Postal Code

PART 2: Type of Change Requested

Part # of this form to complete
 Sub- Job Number Office Use ONLY

Please check appropriate box(es) below:

<input type="checkbox"/> 1. Capacity increase up to occupant load: when the licensee requests a capacity increase up to the building's occupant load. NOTE: If you have completed any alterations to your establishment but have not provided current floor plans to the LCLB, proceed to Part 6 for more information on eligibility, read the explanation under Part 3.	1	Capacity increase - no structural (C2-LIC)
<input checked="" type="checkbox"/> 2. New Outdoor Patio: when the licensee proposes to construct one or more new patio areas attached to the establishment	2	Outdoor Patio (C4-LIC)
<input type="checkbox"/> 3. New Kiosk, Take-out Window-Golf Courses only: a change to the establishment to create a food and beverage service kiosk or take-out window on a golf course. New Golf Beverage Cart-Golf Courses only: an application to licence one or more golf carts to serve alcohol within the boundaries of the golf course.	3	Structural - no capacity change (Golf Kiosk/take-out) (C4-LIC) Structural - no capacity change (Golf Cart) (C6-LIC)
<input type="checkbox"/> 4. Structural Alterations or Addition of New Licensed Area: when the licensee proposes to make alterations to existing licensed areas or construct new areas (except patios) OR Gaming Facility: indicate the type of establishment and structural change for which you are applying by checking the appropriate box below: <input type="checkbox"/> Casino currently operating under a contractual agreement with the BC Lottery Corporation (BCLC) applying for a structural change to alter or add a new licensed area within the gaming establishment. <input type="checkbox"/> Commercial bingo hall currently operating under a contractual agreement with BCLC applying for a structural change to alter or add a new licensed area within the gaming establishment.	4	Structural - no capacity change (C4-LIC) Structural - with capacity change (C4-LIC)

56)

PART 3: Capacity Increase Up To Occupant Load- One Time Only

C2 - LIC

Fee: \$220 per licence = \$

ELIGIBILITY: Liquor-primary and Liquor-primary club licensees who were issued a licence on or before December 2, 2002, or were granted preliminary site and applicant approval on or before December 2, 2002, may make a **one time application** to increase the capacity of their establishment to its existing occupant load. This change does not require a local government/First Nation council resolution commenting on the increase in establishment capacity. However, if a licensee has made alterations that increase the physical size of their establishment and not provided current floor plans to the Liquor Control and Licensing Branch, the licensee may need to do so now, following instructions in Part 6 of this form. If in doubt, contact the branch for assistance. The LCLB will enforce the capacity appearing on the approved liquor licence. The licensee is responsible for complying with any local government/First Nation bylaw as related to the operation of their establishment.

Please attach the following:

- Two large (11" x 17" preferred), scaled, detailed, furniture layout plans of the entire establishment. The **occupant load** of the establishment **must** be marked/stamped ON the plans by provincial (or designate) fire or building authorities. An alternate qualified professional may be used in locations where fire and building authorities are not available to provide an occupant load if accompanied by local government/First Nation written consent.

NOTE: If the floor plan on file at the Liquor Control and Licensing Branch does not match the floor plan you provide with this application, you will be required to make application for a structural change. If the plans increase the physical size of the establishment, you must request a local government/First Nation resolution commenting on the application. In such cases, follow Part 6 of this form. If in doubt, contact the branch for more information.

Also complete Parts 10 and 11

PART 4: Addition of New Outdoor Patio

C4 - LIC

Fee: \$440 per licence = \$440.00

The addition of a licensed outdoor patio must be approved by the Liquor Control and Licensing Branch. Floor plans must have sufficient detail to be acceptable to the branch. Please be advised that the applicant is responsible for complying with any local bylaws related to the licensed establishment patios. **The application requires a local government/First Nation resolution.**

Attach the following:

- Two large, (11" x 17" preferred) scaled, detailed furniture layout plans of the entire establishment and the proposed patio area(s). The **occupant load** of the establishment and proposed patio area(s) **must** be marked/stamped ON the plans by provincial (or designate) fire or building authorities. An alternate qualified professional may be used in locations where fire and building authorities are not available to provide an occupant load if accompanied by local government/First Nation written consent.
- Occupant load of patio(s) from above plans, if provided separately and not included in calculation of main interior occupant load.
Patio #1: Patio #2:
- Evidence of valid interest in the patio property if the patio is on different property than the licensed establishment, such as a patio located on a public sidewalk. Evidence of valid interest may be in the form of a lease, letter of authorization or other agreement document.
- Describe the intended use of the patio, particularly if any entertainment is to be provided there:

We intend to use the extended patio to accommodate our guests with the option of fresh air and a beautiful view while they dine.

- Briefly describe the proposed location of the patio(s) and explain the general construction proposal including the type and height of the perimeter to be used, e.g. fence, planters, etc.:

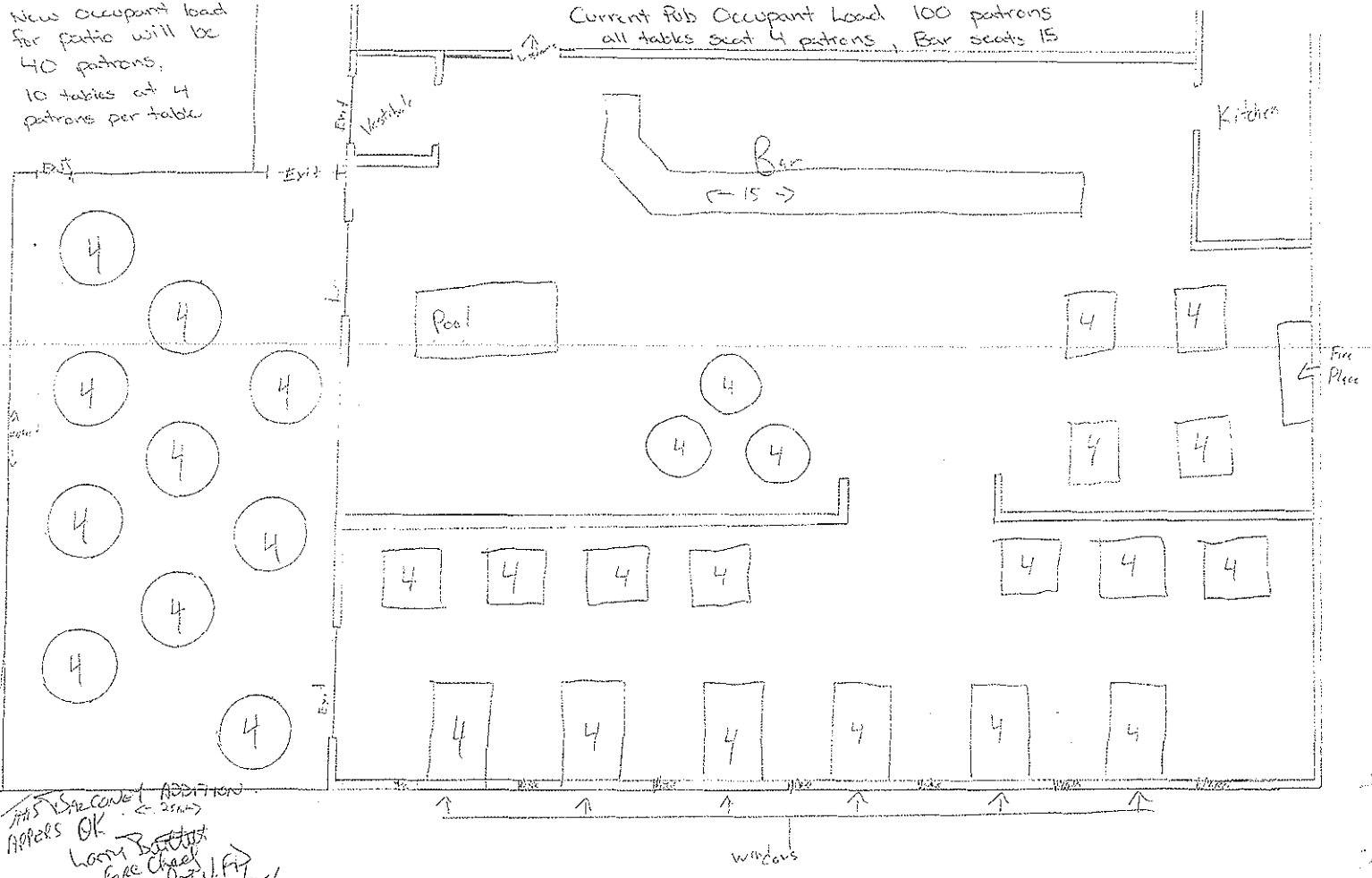
We have an existing patio that accommodates 11 patrons. We would like to extend it into the parking lot, with hopes of accommodating up to 40 patrons. The foundation will be cement slabs, surrounded by glass railing (no higher than 8 feet) Equipped with Two emergency exits.

IMPORTANT: You must request a local government/First Nation resolution commenting on the application (local government must complete Part 8 of this form; for further information on local government resolutions, read Part 7.

Also complete Parts 10 and 11

New Occupant load for patio will be 40 patrons.
 10 tables at 4 patrons per table

Current Pub Occupant Load 100 patrons
 all tables seat 4 patrons, Bar seats 15



ADDITONAL
 ASSESSMENT
 APPROVED
 LOSS PREVENTION
 FIRE CHIEF
 D.P. J. F.
 APRIL 27/2011

TOWN OF PORT MCNEILL

Monthly Financial Report

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For the Period Ending March 31, 2011

Description	March 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
TAXATION				
GENERAL TAXATION	0.00	0.00	982,259.00	982,259.00
UTILITY TAXATION	0.00	0.00	33,000.00	33,000.00
FEDERAL GRANTS IN LIEU OF TAX	(3,360.00)	0.00	4,500.00	4,500.00
CROWN CORPORATION GRANTS	3,000.00	3,000.00	3,000.00	0.00
* TOTAL TAXATION	(360.00)	3,000.00	1,022,759.00	1,019,759.00
SALE OF SERVICES				
DOCUMENT WITNESSING	0.00	0.00	50.00	50.00
PHOTOCOPYING FEES	94.97	179.47	950.00	770.53
FEDERAL WHARF MOORAGE	34,532.70	34,532.70	65,000.00	30,467.30
FEDERAL WHARF UTILITIES	3,101.50	3,101.50	18,000.00	14,898.50
MUNICIPAL WHARF UTILITIES	2,526.83	2,526.83	30,000.00	27,473.17
MUNICIPAL WHARF MOORAGE	2,268.93	2,268.93	100,000.00	97,731.07
MUNICIPAL WHARF ANNUAL MOORAGE	92,763.00	92,763.00	100,000.00	7,237.00
BOAT LAUNCH	500.00	500.00	8,000.00	7,500.00
HARBOUR PARKING	2,314.10	2,314.10	16,350.00	14,035.90
WHARFHEAD/BARGE RAMP	3,484.00	3,484.00	7,500.00	4,016.00
SHOWERS	36.00	36.00	5,000.00	4,964.00
GARBAGE COLLECTION FEES	0.00	122,778.00	123,000.00	222.00
COMMUNITY HALL RENTAL	0.00	675.00	6,000.00	5,325.00
OLD SCHOOL RENTAL	5,467.50	15,332.50	50,000.00	34,667.50
POOL REVENUE	0.00	70.00	40,000.00	39,930.00
POOL FUND RAISING	0.00	0.00	150.00	150.00
AIRPORT REVENUES	1,200.00	(872.86)	10,000.00	10,872.86
Broughton Campground Revenue	325.00	1,174.25	20,000.00	18,825.75
* TOTAL SALE OF SERVICES	148,614.53	280,863.42	600,000.00	319,136.58
OTHER REVENUE				
PLANNING & ZONING REVENUE	0.00	0.00	2,000.00	2,000.00
BUSINESS LICENSE FEES	1,640.00	14,965.00	17,000.00	2,035.00
BUILDING PERMITS	300.00	1,107.50	17,000.00	15,892.50
ANIMAL LICENSES AND FEES	105.00	1,535.00	3,000.00	1,465.00
INVESTMENT INCOME	0.00	0.00	500.00	500.00
PENALTIES ON PROPERTY TAXES	0.00	0.00	14,000.00	14,000.00
INTEREST ON PROPERTY TAXES	22.50	83.56	4,000.00	3,916.44
PENALTIES ON UTILITY FEES	0.00	0.00	8,000.00	8,000.00
PUBLIC WORKS REVENUE	100.00	1,300.00	7,000.00	5,700.00
CEMETERY FEES	0.00	0.00	1,000.00	1,000.00
RENTAL INCOME	2,617.42	10,252.32	40,500.00	30,247.68
SUNDRY REVENUE	60.00	1,498.50	10,000.00	8,501.50
MUNICIPAL TICKETING	0.00	0.00	1,000.00	1,000.00
* TOTAL OTHER REVENUE	4,844.92	30,741.88	125,000.00	94,258.12

TOWN OF PORT MCNEILL
Monthly Financial Report

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For the Period Ending March 31, 2011

Description	March 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GRANTS				
SMALL COMMUNITY GRANT	0.00	0.00	513,000.00	513,000.00
STUDENT GRANTS	0.00	0.00	3,000.00	3,000.00
STREET LIGHTING GRANTS	141.58	283.16	650.00	366.84
UBCM COMMUNITY WORKS	0.00	0.00	157,000.00	157,000.00
SUNDRY GRANTS	0.00	0.00	70,000.00	70,000.00
PLANNING GRANTS	0.00	0.00	0.00	0.00
* TOTAL GRANTS	141.58	283.16	743,650.00	743,366.84
LEVIES FOR OTHER GOVERNMENTS				
RESIDENTIAL SCHOOL TAX	0.00	0.00	570,000.00	570,000.00
NON-RESIDENTIAL SCHOOL TAX	0.00	0.00	218,000.00	218,000.00
REGIONAL HOSPITAL DISTRICT	0.00	0.00	100,000.00	100,000.00
REGIONAL DISTRICT	0.00	0.00	469,667.00	469,667.00
MUNICIPAL FINACE AUTHORITY	0.00	0.00	50.00	50.00
B.C. ASSESSMENT	0.00	0.00	17,950.00	17,950.00
POLICE TAX	0.00	0.00	92,000.00	92,000.00
* TOTAL LEVIES FOR OTHER GOVERN	0.00	0.00	1,467,667.00	1,467,667.00
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	0.00	0.00	(274,382.00)	(274,382.00)
**P TOTAL REVENUE	153,241.03	314,888.46	3,684,694.00	3,369,805.54

TOWN OF PORT MCNEILL

Monthly Financial Report

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For the Period Ending March 31, 2011

Description	March 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GENERAL GOVERNMENT				
COUNCIL MEMBERS INDEMNITY	2,238.17	6,714.51	27,000.00	20,285.49
COUNCIL MEMBERS EXPENSES	724.11	756.31	9,000.00	8,243.69
COUNCIL MEMBERS GENERAL EXPENSES	572.49	1,992.85	8,000.00	6,007.15
WAGES AND BENEFITS	8,009.02	23,884.87	93,000.00	69,115.13
LEGAL	0.00	10.90	2,000.00	1,989.10
AUDIT	0.00	0.00	6,000.00	6,000.00
ADVERTISING	0.00	0.00	2,000.00	2,000.00
OFFICE AND SUNDRY	2,381.48	5,167.10	24,000.00	18,832.90
TELEPHONE	1,494.71	2,298.55	9,000.00	6,701.45
INSURANCE (ADMIN.)	0.00	17,542.00	6,000.00	(11,542.00)
PUBLICITY	1,047.66	1,108.71	5,000.00	3,891.29
MEMBERSHIPS, DUES & SUBSCRIPTIONS	66.14	3,474.27	4,000.00	525.73
OFFICE MAINTENANCE	459.06	2,217.80	12,000.00	9,782.20
TRAINING AND TRAVEL	3,675.33	6,348.07	10,000.00	3,651.93
GRANT AND DONATIONS	887.84	877.70	33,000.00	32,122.30
POSTAGE AND COURIER	0.00	915.75	5,100.00	4,184.25
COTTAGE EXPENSES	178.53	282.05	1,000.00	717.95
HEALTH UNIT EXPENSES	92.54	277.62	1,200.00	922.38
GRANT IN AID	637.50	25,872.50	30,000.00	4,127.50
GENERAL ELECTIONS	172.97	240.21	2,700.00	2,459.79
* TOTAL GENERAL GOVERNMENT	22,637.55	99,981.77	290,000.00	190,018.23
FIRE DEPARTMENT				
INSURANCE (FIRE DEPT.)	3,891.00	3,891.00	18,000.00	14,109.00
TELEPHONE AND RADIO	757.40	911.92	7,000.00	6,088.08
VEHICLE OPERATION AND MAINT.	70.95	281.67	5,000.00	4,718.33
BUILDING OPERATION AND MAINT.	276.62	986.95	6,000.00	5,013.05
EQUIPMENT OPERATION AND MAINT.	59.22	59.22	10,000.00	9,940.78
EQUIPMENT REPLACEMENT	4,144.58	5,649.79	12,000.00	6,350.21
OFFICE AND SUNDRY	0.00	332.86	3,500.00	3,167.14
WAGES AND BENEFITS	0.00	0.00	10,000.00	10,000.00
UTILITIES	1,768.66	1,768.66	6,000.00	4,231.34
PRINCIPAL	0.00	0.00	13,000.00	13,000.00
INTEREST	0.00	0.00	2,000.00	2,000.00
TRAINING AND TRAVEL	1,094.36	2,460.54	10,000.00	7,539.46
* TOTAL FIRE DEPARTMENT	12,062.79	16,342.61	102,500.00	86,157.39

TOWN OF PORT MCNEILL

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For the Period Ending March 31, 2011

Description	March 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
PEP				
ESS - OFFICE & SUNDRY	61.04	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	0.00	1,000.00	1,000.00
PEP TELEPHONE AND RADIOS	240.77	399.90	1,500.00	1,100.10
PEP - EQUIPMENT & SUPPLES	0.00	74.94	500.00	425.06
* TOTAL PEP	301.81	990.17	4,500.00	3,509.83
AMBULANCE				
AMBULANCE HALL EXPENSES	0.00	524.78	1,000.00	475.22
AMBULANCE HALL EXPENSES	0.00	0.00	0.00	0.00
* TOTAL AMBULANCE	0.00	524.78	1,000.00	475.22
ANIMAL CONTROL				
ANIMAL CONTROL OPERATIONS	1,401.00	4,508.00	17,000.00	12,492.00
POUND DONATIONS	0.00	0.00	0.00	0.00
CAT'S MEOW DONATIONS	0.00	0.00	0.00	0.00
* TOTAL ANIMAL CONTROL	1,401.00	4,508.00	17,000.00	12,492.00
TRANSPORTATION SERVICES				
SMALL TOOLS AND EQUIPMENT	1,822.67	2,291.83	10,000.00	7,708.17
VEHICLE OPERATIONS AND MAINT.	5,166.62	2,898.84	33,000.00	30,101.16
INSURANCE (PUBLIC WORKS)	5,572.50	5,572.50	15,000.00	9,427.50
DITCH AND DRAIN MAINT.	4.61	5,036.87	10,000.00	4,963.13
ROADS AND STREETS MAINT.	486.34	486.34	25,000.00	24,513.66
WAGES AND BENEFITS (P.W.)	11,210.43	32,182.03	138,000.00	105,817.97
TRAINING & TRAVEL (P.W.)	279.81	279.81	2,000.00	1,720.19
OFFICE AND SUNDRY (P.W.)	48.84	146.52	1,000.00	853.48
UTILITIES & TELEPHONE (P.W.)	553.79	649.36	2,000.00	1,350.64
BUILDING INSPECTION	785.35	1,488.39	12,000.00	10,511.61
STREET LIGHTING	4,326.62	8,536.48	57,000.00	48,463.52
SIGNAGE	76.70	1,226.83	3,000.00	1,773.17
FEDERAL WHARF OPERATIONS	1,159.51	22,758.22	7,000.00	(15,758.22)
MUNICIPAL WHARF OPERATIONS	996.72	1,408.34	14,000.00	12,591.66
MUNICIPAL HARBOUR MANAGEMENT	3,250.10	10,220.35	65,000.00	54,779.65
FEDERAL HARBOUR MANAGEMENT	3,808.40	9,822.39	40,000.00	30,177.61
MUNICIPAL HARBOUR TELEPHONE/RADIO	424.07	590.40	2,500.00	1,909.60
FEDERAL HARBOUR TELEPHONE/RADIOS	287.19	614.52	2,500.00	1,885.48
MUNICIPAL HARBOUR UTILITIES	2,101.36	4,087.08	25,000.00	20,912.92
FEDERAL HARBOUR UTILITIES	0.00	0.00	15,000.00	15,000.00
MUNICIPAL HARBOUR BUILDING OPERATI	606.16	1,200.30	5,000.00	3,799.70
FEDERAL HARBOUR BUILDING OPERATIO	606.18	1,200.32	5,000.00	3,799.68
MUNICIPAL HARBOUR OFFICE & SUNDRY	352.35	989.59	3,500.00	2,510.41
FEDERAL HARBOUR OFFICE & SUNDRY	352.33	989.59	3,500.00	2,510.41
BOAT LAUNCH	66.00	66.00	1,500.00	1,434.00
HARBOUR PARKING	37.91	190.25	1,500.00	1,309.75
MUNICIPAL MARINA LEASE	0.00	12,244.45	12,500.00	255.55
WHARFHEAD OPERATIONS & MAINT.	0.00	0.00	1,000.00	1,000.00
HARBOUR STAFF TRAINING & TRAVEL	481.52	1,349.81	3,500.00	2,150.19
HARBOUR COMMISSION	(42.00)	1,051.29	1,000.00	(51.29)
MUNICIPAL HARBOUR INSURANCE	0.00	0.00	18,000.00	18,000.00
AIRPORT INSURANCE	0.00	0.00	4,000.00	4,000.00
AIRPORT OPERATIONS & MAINT.	6,416.62	7,020.41	8,000.00	979.59
Public Works Yard & Shop	141.41	1,514.93	3,000.00	1,485.07

TOWN OF PORT MCNEILL
Monthly Financial Report

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For the Period Ending March 31, 2011

Description	March 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
* TOTAL TRANSPORTATION SERVICES	51,380.11	138,114.04	550,000.00	411,885.96
RECREATION & CULTURAL SERVICES				
WAGES & BENEFITS (RECREATION)	7,256.21	21,104.00	80,000.00	58,896.00
RECREATION TELEPHONE	128.30	180.87	700.00	519.13
TOWN LOG PUBLICATION	130.14	256.66	1,300.00	1,043.34
SPECIAL EVENTS	0.00	0.00	1,000.00	1,000.00
INSURANCE (RECREATION)	0.00	0.00	18,000.00	18,000.00
OLD SCHOOL OPERATIONS	2,858.51	5,669.34	20,000.00	14,330.66
OLD SCHOOL UTILITIES	0.00	417.61	5,100.00	4,682.39
OLD SCHOOL HEATING	3,286.33	6,356.01	24,000.00	17,643.99
COMMUNITY HALL OPERATIONS	1,709.51	2,822.94	8,000.00	5,177.06
COMMUNITY HALL UTILITIES	0.00	265.79	1,600.00	1,334.21
COMMUNITY HALL HEATING	1,191.87	2,410.12	8,400.00	5,989.88
MUSEUM UTILITIES	0.00	1,080.95	3,500.00	2,419.05
MUSEUM OPERATIONS	323.07	266.13	15,000.00	14,733.87
POOL - WAGES & BENEFITS	0.00	0.00	81,400.00	81,400.00
POOL - UTILITIES	384.80	384.80	6,000.00	5,615.20
POOL - OFFICE & SUNDRY	0.00	0.00	1,000.00	1,000.00
POOL - OPERATIONS & MAINT.	3,442.60	3,625.44	12,000.00	8,374.56
POOL - HEATING	0.00	0.00	30,000.00	30,000.00
POOL - TELEPHONE	145.50	218.25	1,000.00	781.75
SWIMMING LESSON COSTS	0.00	0.00	3,000.00	3,000.00
POOL STAFF TRAINING & DEVELOPMENT	0.00	0.00	3,000.00	3,000.00
PARKS OPERATIONS & MAINT.	6,582.39	6,127.60	50,000.00	43,872.40
LIBRARY ASSESSMENT	0.00	18,103.00	72,400.00	54,297.00
Broughton Campground Operations	802.96	1,335.89	5,000.00	3,664.11
Broughton Campground Lease	0.00	0.00	3,000.00	3,000.00
Boroughton Campground Commission	0.00	0.00	6,000.00	6,000.00
* TOTAL RECREATION & CULTURAL	28,242.19	70,625.40	460,400.00	389,774.60
ENVIRONMENTAL HEALTH				
GARBAGE COLLECTION	6,904.51	20,473.21	80,000.00	59,526.79
GARBAGE DUMP OPERATIONS	0.00	0.00	1,000.00	1,000.00
RECYCLING CENTRE OPERATIONS	2,416.42	4,779.35	27,000.00	22,220.65
* TOTAL ENVIRONMENTAL HEALTH	9,320.93	25,252.56	108,000.00	82,747.44
OTHER				
CEMETERY OPERATION	0.00	0.00	2,000.00	2,000.00
PLANNING & ZONING	1,081.00	5,470.55	5,000.00	(470.55)
* TOTAL OTHER	1,081.00	5,470.55	7,000.00	1,529.45
DEBT CHARGES & DISCOUNTS				
INTEREST & BANK CHARGES	3,740.47	5,516.62	30,000.00	24,483.38
DISCOUNTS ON PREPAYMENTS	1,716.85	41,360.49	42,000.00	639.51
DEBENTURE PRINCIPAL	0.00	26,000.00	26,000.00	0.00
DEBENTURE INTEREST	1,353.85	2,872.85	5,000.00	2,127.15
MFA Lease Payment	5,282.33	15,846.99	60,640.00	44,793.01
* TOTAL DEBT CHARGES & DISCOUNTS	12,093.50	91,596.95	163,640.00	72,043.05

TOWN OF PORT MCNEILL
Monthly Financial Report

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For the Period Ending March 31, 2011

Description	March 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	0.00	0.00	0.00
SCHOOL HOUSE CREEK	136.23	(125,090.16)	182,977.00	308,067.16
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	46,949.93	43,282.18	330,000.00	286,717.82
* TOTAL CAPITAL	47,086.16	(81,807.98)	512,977.00	594,784.98
TAXES LEVIED OTHER GOV'T				
RESIDENTIAL SCHOOL TAX	0.00	0.00	570,000.00	570,000.00
NON-RESIDENTIAL SCHOOL TAX	0.00	0.00	218,000.00	218,000.00
REGIONAL HOSPITAL DISTRICT	0.00	0.00	100,000.00	100,000.00
REGIONAL DISTRICT	0.00	0.00	469,677.00	469,677.00
MUNICIPAL FINANCE AUTHORITY	0.00	0.00	50.00	50.00
B.C. ASSESSMENT	0.00	0.00	17,950.00	17,950.00
Police Tax	0.00	0.00	92,000.00	92,000.00
* TOTAL TAXES LEVIED OTHER GOV'T	0.00	0.00	1,467,677.00	1,467,677.00
**P TOTAL EXPENSES	(185,607.04)	(371,598.85)	(3,684,694.00)	(3,313,095.15)
***P SURPLUS (DEFICIT)	(32,366.01)	(56,710.39)	0.00	56,710.39

TOWN OF PORT McNEILL
FIVE-YEAR FINANCIAL PLAN BYLAW NO. 630, 2011

A Bylaw of the Town of Port McNeill respecting the Five-Year Financial Plan for the years 2011 – 2015.

WHEREAS the Local Government Act provides requirements for financial planning;

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

1. Schedules "A" and "B" attached hereto and made part of this bylaw are hereby declared to be the five-year financial plan of the Town of Port McNeill for the years ending December 31, 2011 – 2015.
2. This bylaw may be cited as "Five-Year Financial Plan Bylaw No. 630, 2011".
3. Bylaw No. 616, 2010 is hereby rescinded.

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

Administrator

Certified to be a true copy of Bylaw No. 630, 2011 as adopted

Administrator

TOWN OF PORT McNEILL FIVE YEAR FINANCIAL PLAN

SCHEDULE A 1 of 2	2011	2012	2013	2014	2015
Revenue					
Taxation - Local Share	\$ 1,492,436	\$ 1,507,360	\$ 1,522,434	\$ 1,537,658	\$ 1,583,788
Grants	680,000	686,800	693,668	700,605	721,623
Sale of Services	580,000	609,000	615,090	633,543	652,549
Sale of Sewer Services	345,000	355,350	366,011	376,991	388,301
Sale of Water Services	265,000	272,950	281,139	289,573	298,260
Other Revenue	125,000	128,750	132,613	136,591	140,689
Taxation Levies Other Governments	988,000	1,017,640	1,048,169	1,079,614	1,112,003
Surplus (Deficit) Appropriation	- 573,031	-	-	-	-
	<u>\$ 3,902,405</u>	<u>\$ 4,577,850</u>	<u>\$ 4,659,123</u>	<u>\$ 4,754,574</u>	<u>\$ 4,897,212</u>
Expenditure					
General Government Services	\$ 290,000	\$ 300,000	\$ 310,000	\$ 325,000	\$ 33,000
Protective Services	125,000	131,840	135,795	139,869	144,065
Transportation Services	550,000	566,500	583,495	601,000	619,030
Trash Collection and Disposal	108,000	111,240	114,577	118,015	121,555
Sewer Service Operations	180,000	185,400	190,962	196,691	202,592
Water Service Operations	155,000	159,650	164,440	169,373	174,454
Planning and Zoning	5,000	20,600	21,218	21,855	22,510
Public Health Services	2,000	2,060	2,122	2,185	2,250
Recreation Services	368,000	379,040	390,411	402,124	414,187
Debt Service and Discounts	375,000	375,000	375,000	375,000	375,000
Capital Expenditures - General	214,328	767,543	736,515	711,598	1,037,707
Capital Expenditures - Water	-	-	8,241	14,032	17,948
Capital Expenditures - Sewer	-	5,470	5,634	8,500	13,500
Taxes Levied Other Governments	988,000	1,017,640	1,048,169	1,079,614	1,112,003
Regional District Taxes	469,677	483,767	498,280	513,229	528,626
Library Requisition	72,400	72,100	74,263	76,491	78,786
	<u>\$ 3,902,405</u>	<u>\$ 4,577,850</u>	<u>\$ 4,659,122</u>	<u>\$ 4,754,574</u>	<u>\$ 4,897,212</u>

TOWN OF PORT McNEILL FIVE YEAR FINANCIAL PLAN

SCHEDULE A 2 of 2	2011	2012	2013	2014	2015	Total
General Capital Fund						
Office Furniture & Equipment	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 15,000	\$ 45,000
Roads and sidewalks	-	142,852	182,605	145,871	232,207	703,535
Harbour Improvements	-	-	20,000	20,000	50,000	90,000
Fire Protection	-	40,000	25,000	25,000	25,000	115,000
Public Works Equipment	-	45,000	50,000	50,000	85,000	230,000
Schoolhouse Creek	<u>Note 1</u> 182,977	-	-	-	-	182,977
Harbour Redevelopment	<u>Note 2</u> 330,000	624,691	93,910	90,727	-	1,139,328
Airport Improvements	-	25,000	5,000	5,000	250,000	285,000
Municipal Land & Buildings	-	-	-	15,000	30,500	45,500
Recreation Facilities & Parks	<u>Note 3</u> -	30,000	500,000	500,000	500,000	1,530,000
Sewer Capital Fund						
Sewer system improvements	-	5,470	5,634	8,500	13,500	33,104
Water Capital Fund						
Water system improvements	<u>Note 4</u> 3,600,000	-	8,241	14,032	17,948	3,640,221
Total	\$ 4,112,977	\$ 923,013	\$ 900,390	\$ 884,130	\$ 1,219,155	\$ 8,039,665
Source of Funds						
General Revenue	\$ 214,328	\$ 767,543	\$ 736,515	\$ 711,598	\$ 1,037,707	\$ 3,467,691
Debenture Debt	1,400,000	-	-	-	-	1,400,000
Capital Grants	2,200,000	150,000	150,000	150,000	150,000	2,800,000
Capital Reserve	298,649	-	-	-	-	298,649
Water Revenue	-	-	8,241	14,032	17,948	40,221
Sewer Revenue	-	5,470	5,634	8,500	13,500	33,104
Total	\$ 4,112,977	\$ 923,013	\$ 900,390	\$ 884,130	\$ 1,219,155	\$ 8,039,665

Note 1 Schoolhouse Creek Remediation and Improvements

Note 2 Vehicle Trestle

Note 3 2013 Recreation Facility Replacement

Note 4 Water Pipeline Renewal

TOWN OF PORT McNEILL FIVE YEAR FINANCIAL PLAN

SCHEDULE B 1 of 1

Schedule of Revenue & Tax Policy Disclosure For the Fiscal Year 2011

Section 165(3.1)(a) of the Community Charter

REVENUE SOURCE	\$	% TOTAL REVENUE
Taxation - local share	1,492,436	43%
Grants	680,000	19%
Sale of services	1,190,000	34%
Other revenue	125,000	4%
TOTAL	3,487,436	100%

Goals:

Seek alternative sources of revenue to reduce dependency on property taxes

Section 165(3.1)(b) of the Community Charter

Distribution of property tax revenue among the property classes:

PROPERTY CLASS	\$	% PROPERTY VALUE TAX
Residential	960,946	64%
Utility	39,271	3%
Light Industry	181,437	12%
Heavy Industry	38,567	3%
Business	241,078	16%
Managed Forest	23,626	2%
TOTAL	1,484,925	100%

Goals:

Continue to reduce dependency between classes and work towards no class multiples

TOWN OF PORT McNEILL

TAX RATES BYLAW NO. 631, 2011

Being a bylaw for the levying of rates for Municipal, Hospital, and Regional District purposes for the year 2011.

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

1. The following rates are hereby imposed and levied for the year 2011:
 - a) for all lawful general and debt purposes of the municipality on the value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the Schedule attached hereto and forming part hereof; and
 - b) for hospital purposes on the value of land and improvements taxable for Hospital District purposes, rates appearing in column "B" of the Schedule attached hereto and forming part hereof; and
 - c) for the purposes of the Regional District of Mount Waddington on the value of land and improvements taxable for Hospital District purposes, rates appearing in column "C" of the Schedule attached hereto and forming part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rates Bylaw No. 631, 2011".

Read a first time the ____ day of May, 2011

Read a second time the ____ day of May, 2011

Read a third time the ____ day of May, 2011

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

Mayor

Administrator

Certified a true copy of Bylaw No. 631, 2011 as adopted

Administrator

TOWN OF PORT McNEILL
TAX RATES BYLAW NO. 631, 2011

Schedule "A"

Tax Rates
(Canadian dollars of tax per one thousand dollars (\$1,000) of taxable value)

		"A" GENERAL MUNICIPAL	"B" HOSPITAL DISTRICT	"C" REGIONAL DISTRICT
1	Residential	4.0000	0.3500	1.6330
2	Utility	17.0000	1.2250	5.7155
3	Supportive Housing	4.0000	0.3500	1.6330
4	Major Industry	4.7700	1.1900	5.5522
5	Light Industry 1	17.0000	1.1900	5.5522
5	Light Industry 2	2.7800	1.1900	5.5522
6	Business	6.0000	0.8575	4.0009
7	Managed Forest 1	17.0000	1.0500	4.8990
7	Managed Forest 2	0.4100	1.0500	4.8990
8	Recreation/ Non Profit	4.2000	0.3500	1.6330