

TOWN OF PORT McNEILL

AGENDA for the regular meeting of Council to be held Monday, October 17, 2011 at 7:30 p.m. at 1775 Grenville Place.

1. PETITIONS AND DELEGATIONS

2. MINUTES

- a) Minutes of the Regular Council meeting, October 03, 2011. M S

3. CORRESPONDENCE

- a) Letter dated October 04, 2011 from the Regional District of Mount Waddington requesting a resolution to accept a Fire Suppression Mutual Aid Agreement with the Regional District of Mount Waddington covering Sointula. M S

4. TABLE ITEMS

- a) Gowlings Publications from H. Brown M S

5. REPORTS

- a) Financial Report for September M S

6. BYLAWS

- a) 2012 Revenue Anticipation Borrowing Bylaw No. 635, 2011 (CIBC) Final Reading M S
- b) 2012 Revenue Anticipation Borrowing Bylaw No. 636, 2011 (MFA) Final 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 September 19, 2011 at 7:30 p.m. at 1775 Grenville Place.

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

APOLOGIES: Councillor S. Downey

1. PETITIONS AND DELEGATIONS

2. MINUTES

a) Minutes of the Regular Council meeting, September 19, 2011.

170/2011 – Moved, seconded and CARRIED that the September 19, 2011 minutes of the Regular Council meeting be accepted as circulated. Regular Minutes

3. CORRESPONDENCE

a) Letter dated September 12, 2011 from BC Housing regarding Modular Seniors Housing Units.

171/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed. Senior Housing

b) Letter dated September 19, 2011 from the North Island Concert Society requesting a donation to assist with their 2012 season.

172/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed for discussion. NI Concert Society

173/2011 – Moved, seconded and CARRIED that the request for a donation from the North Island Concert Society be tabled for more information.

c) Letter received September 20, 2011 from Pitch-In Canada regarding the 45th Annual PITCH-IN Week campaign.

174/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed and that a copy be posted in the Town Log. Pitch-In

d) Letter dated September 21, 2011 from Rotary Clubs of Port Hardy and Port McNeill requesting a donation towards their 25th Annual Rotary Radio Auction.

175/2010 – Moved, seconded and CARRIED that the above correspondence be received and filed and that the Town of Port McNeill support the Annual Rotary Radio Auction with donation of two boat launch passes, two parking passes and one family swim season pass.

25th Annual
Rotary Radio
Auction

4. TABLE ITEMS

176/2011 – Moved, seconded and CARRIED that the Table Items be received and filed.

Table item

5. REPORTS

6. BYLAWS

a) Town of Port McNeill 2012 Tax Exemption Bylaw No. 634, 2011 Final Reading.

177/2011 – Moved, seconded and CARRIED that the Town of Port McNeill Tax Exemption Bylaw No. 634, 2011 be given Final Reading.

Tax
Exemption
Bylaw No. 634
2011

b) 2012 Revenue Anticipation Borrowing Bylaw No. 635, 2011 (CIBC) First, Second and Third Reading

178/2011 – Moved, seconded and CARRIED that the 2012 Revenue Anticipation Borrowing Bylaw No. 635, 2011 (CIBC) be given First, Second and Third Reading.

2012 Revenue
Anticipation
Bylaw 635,
2011

c) 2012 Revenue Anticipation Borrowing Bylaw No. 636, 2011 (MFA) First, Second and Third Reading

179/2011 – Moved, seconded and CARRIED that the 2012 Revenue Anticipation Borrowing Bylaw No. 636, 2011 (MFA) be given First, Second and Third Reading.

2012 Revenue
Anticipation
Bylaw 636,
2011

7. NEW BUSINESS

a) Councillor A. Frost put forward a letter from the Port McNeill Volunteer Fire Department requesting a donation towards their Annual Halloween Fireworks Display.

180/2011 – Moved, seconded and CARRIED that Port McNeill Volunteer Fire Department be granted \$2,000.00 for their annual Halloween Fireworks Display.

PMVFD Fire
Works

8. **QUESTIONS FROM THE PUBLIC AND THE MEDIA**

9. **ADJOURNMENT**

181/2011– Moved, seconded and CARRIED that the meeting be
adjourned at 8:10 p.m.

Adjourn

Mayor

Administrator



REPORT

TO: Malcolm Island Local Service Management Committee
Town of Port McNeill Council

FROM: Patrick Donaghy, Operations Manager

SUBJECT: Mutual Aid Fire Protection

Date: October 4, 2011

It is recommended that **Town of Port McNeill's Council** pass a motion to implement the agreement.

It is recommended that the **Malcolm Island Local Service Management Committee** advise the Regional District Board to pass a motion to implement the agreement.

The Port McNeill and Sointula fire departments with the assistance of the Regional District's Operations Manager have developed a mutual aid agreement with the purpose of augmenting existing resources through cooperation. The proposed agreement is proactive in dealing with future emergencies by establishing command protocols and committing the departments to two joint practices a year. Regarding costs incurred in the activation of the mutual aid, transportation costs (ie BC Ferries, water taxis, etc) will be absorbed by the community requesting the support.

Should any members of the Malcolm Island Local Service Management Committee and Town of Port McNeill Council have any questions, please contact me at your convenience.

Respectfully submitted

Patrick Donaghy PEng, MSc
Operations Manager



FIRE SUPPRESSION

MUTUAL AID AGREEMENT

**Between The Regional District of Mount Waddington
and The Town of Port McNeill**

Original Agreement:

Agreement Amended:



FIRE PROTECTION AGREEMENT

AGREEMENT made this _ day of _____, 2011

BETWEEN:

The Regional District of Mount Waddington (Sointula)
Box 729
Port McNeill, BC VON 2R0

(hereinafter called "Regional District")

AND:

The Town of Port McNeill
Box 728
Port McNeill, BC VON 2R0

(hereinafter called "the Town")

WHEREAS the Regional District provides fire protection to the residents of Sointula under the provision of the "Sointula Fire Protection Establishment and Regulations Bylaw No. 304" and any amendments thereto;

AND WHEREAS the Town provides fire protection to the residents of the Town of Port McNeill through the Volunteer Fire Department established by Bylaw No. 440 and any amendments thereto;

AND WHEREAS each of the said parties deem it to their mutual benefit to enter into this agreement to provide for cooperation in the use of each party's fire-fighting equipment and personnel;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements hereinafter provided, the Regional District and the Town agree with each other as follows:

FIRE CHIEF

1. In this agreement the words Fire Chief shall, in his absence mean the most senior officer of the relevant available.

FIRE PROTECTION AREA MAPS

2. Schedule "A" (Sointula Fire Protection Area Map) and (Town of Port McNeill Fire Protection Area Map) attached hereto and forming part of this agreement indicate the Fire (Emergency) response areas included in this agreement.

MUTUAL AID AGREEMENTS

3. That in the event that a fire occurs in the Sointula Fire Protection area which in the opinion of the Sointula Fire Chief cannot be fought without assistance from the Port McNeill Fire Department, Sointula Fire Department shall have the right to call upon the Port McNeill Fire Department to provide firefighting equipment and personnel to assist the Sointula Fire

Department and in that event the Port McNeill Fire Department shall supply such firefighting equipment and personnel as it deems advisable under the circumstances.

INCIDENT SCENE AUTHORITY

4. That in the event that a fire occurs within the Town of Port McNeill which in the opinion of the Port McNeill Fire Department cannot be fought without assistance from the Sointula Fire Department, Port McNeill Fire Department shall have the right to call upon the Sointula Fire Department to provide firefighting equipment and personnel to assist the Port McNeill Fire Department and in that event the Sointula Fire Department shall supply such firefighting equipment and personnel as it deems advisable under the circumstances.
5. In the event that firefighting equipment and personnel are dispatched from the jurisdiction of one party to the other, such equipment and personnel shall be under the direction and control of the Fire Chief of the jurisdiction in which the incident occurs.
6. In the event that a second fire occurs within the jurisdiction of the party in which the first fire occurs, the Fire Chief of the jurisdiction which responds to such second fire, shall be the Fire Chief in control of such fire notwithstanding that firefighting equipment and personnel of the party in whose jurisdiction the second fire occurred shall have responded to such fire.

INSURANCE

7. Both parties covenant and agree to maintain fully paid policies of insurance covering any loss of their respective equipment and to provide WorkSafe BC coverage for their personnel when engaged in firefighting duties and adequate public liability and property damage insurance covering all vehicles and personnel employed or used by each such party when engaged in firefighting operations in the other's jurisdiction.

TRAINING

8. Both parties agree to undertaking two practices together annually to prepare for incidents requiring mutual aid assistance.

INDEMNIFICATION

9. Neither party hereto shall be required to pay the other for any services rendered pursuant to this agreement with the exception of any ferry or water taxis costs incurred which will be paid by the party requesting assistance.
10. It is understood and agreed by each of the signatories hereto that in providing fire protection services each party shall be fully responsible for the consequences of any error, omission or negligent act on its part or on the part of its employees or agents in providing the emergency services.
11. The responding party shall indemnify and hold harmless the receiving party and any other responding party from and against any and all loss, cost, damage, claim or expense found to be

attributable to any error, omission or negligent act on the part of the responding party in providing the emergency services requested.

12. The receiving party shall indemnify and hold harmless the responding party and any other responding party from and against any and all loss, cost, damage, claim or expense found to be attributable to any error, omission or negligent act on the part of the receiving party in providing the emergency services requested.

TERMINATION

13. Either party hereto may terminate this agreement at any time upon giving to the other party ninety days notice in writing of its intent to so terminate.

IN WITNESS WHEREOF the parties hereto have hereunder signed this agreement on the day and in the year first above written.

REGIONAL DISTRICT OF MOUNT WADDINGTON

Chair

Administrator

TOWN OF _____

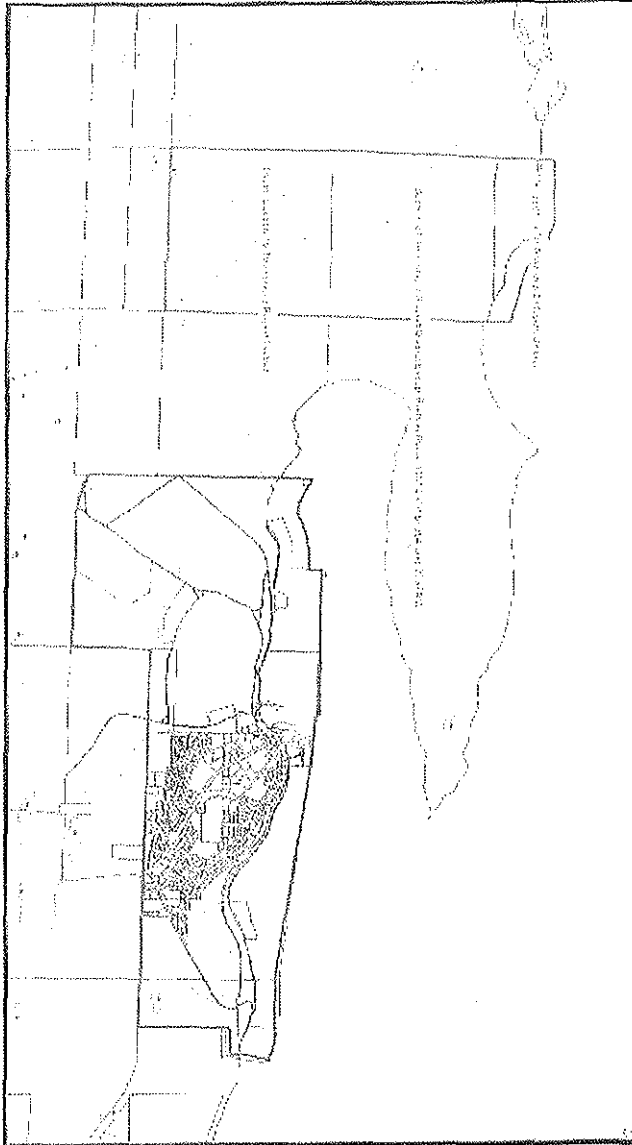
Mayor

Corporate Administrator

FIRE PROTECTION AGREEMENT

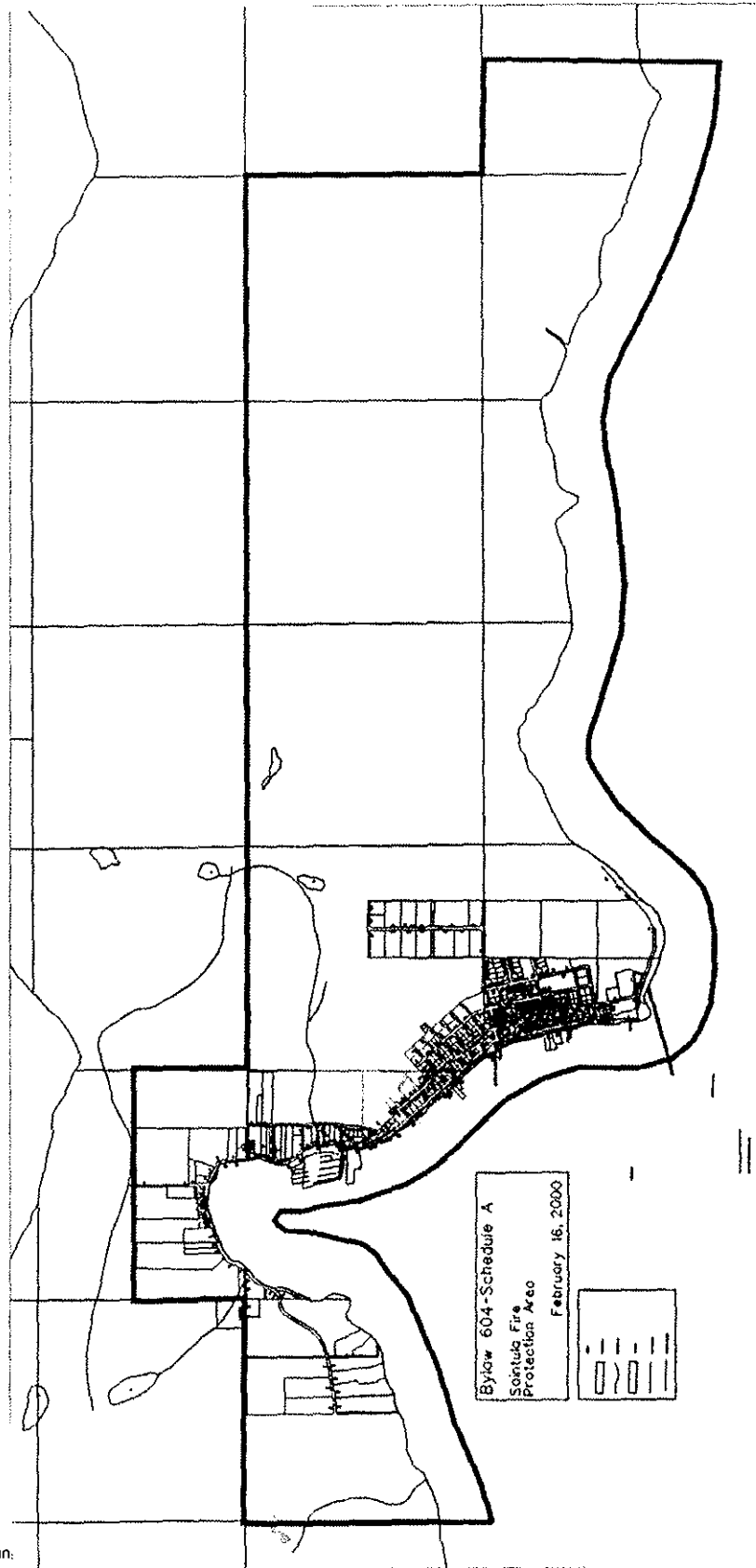
Schedule "A"

Port McNeill Fire Protection Area (Outlined in Blue)



Token of Port McNeill Boundary Extension Proposal
December 2009
(Existing municipal boundary marked in blue, proposed area of extension in red)

Sointula Fire Protection Area



TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 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	2,414.84	34,417.82	33,000.00	(1,417.82)
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>2,414.84</u>	<u>983,605.51</u>	<u>986,500.00</u>	<u>2,894.49</u>
SALE OF SERVICES				
DOCUMENT WITNESSING	0.00	0.00	50.00	50.00
PHOTOCOPYING FEES	100.00	611.70	950.00	338.30
FEDERAL WHARF MOORAGE	6,387.67	53,622.26	65,000.00	11,377.74
FEDERAL WHARF UTILITIES	5,153.00	8,479.40	18,000.00	9,520.60
MUNICIPAL WHARF UTILITIES	9,061.50	24,026.83	30,000.00	5,973.17
MUNICIPAL WHARF MOORAGE	8,277.86	98,479.35	100,000.00	1,520.65
MUNICIPAL WHARF ANNUAL MOORAGE	1,259.99	86,946.74	100,000.00	13,053.26
BOAT LAUNCH	110.00	6,510.00	8,000.00	1,490.00
HARBOUR PARKING	2,026.00	20,480.55	16,350.00	(4,130.55)
WHARFHEAD/BARGE RAMP	110.00	4,563.60	7,500.00	2,936.40
SHOWERS	0.00	622.00	5,000.00	4,378.00
GARBAGE COLLECTION FEES	0.00	122,778.00	123,000.00	222.00
COMMUNITY HALL RENTAL	900.00	3,590.00	6,000.00	2,410.00
OLD SCHOOL RENTAL	3,877.50	40,037.50	50,000.00	9,962.50
POOL REVENUE	0.00	35,158.55	40,000.00	4,841.45
POOL FUND RAISING	0.00	0.00	150.00	150.00
AIRPORT REVENUES	667.86	6,995.00	10,000.00	3,005.00
Broughton Campground Revenue	4,416.73	23,870.87	20,000.00	(3,870.87)
* TOTAL SALE OF SERVICES	<u>42,348.11</u>	<u>536,772.35</u>	<u>600,000.00</u>	<u>63,227.65</u>
OTHER REVENUE				
PLANNING & ZONING REVENUE	0.00	4,525.00	5,000.00	475.00
BUSINESS LICENSE FEES	97.50	16,622.50	17,000.00	377.50
BUILDING PERMITS	1,632.50	9,656.50	17,000.00	7,343.50
ANIMAL LICENSES AND FEES	0.00	2,025.00	3,000.00	975.00
INVESTMENT INCOME	0.00	0.00	500.00	500.00
PENALTIES ON PROPERTY TAXES	0.00	10,396.54	14,000.00	3,603.46
INTEREST ON PROPERTY TAXES	994.37	3,601.22	4,000.00	398.78
PENALTIES ON UTILITY FEES	0.00	(1.35)	8,000.00	8,001.35
PUBLIC WORKS REVENUE	0.00	3,529.98	7,000.00	3,470.02
CEMETERY FEES	0.00	1,366.00	1,000.00	(366.00)
RENTAL INCOME	3,417.45	30,757.02	40,500.00	9,742.98
SUNDRY REVENUE	596.40	14,038.86	10,000.00	(4,038.86)
MUNICIPAL TICKETING	0.00	0.00	1,000.00	1,000.00
* TOTAL OTHER REVENUE	<u>6,738.22</u>	<u>96,517.27</u>	<u>128,000.00</u>	<u>31,482.73</u>

TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GRANTS				
SMALL COMMUNITY GRANT	0.00	625,858.00	625,858.00	0.00
STUDENT GRANTS	0.00	0.00	0.00	0.00
STREET LIGHTING GRANTS	0.00	427.42	650.00	222.58
UBCM COMMUNITY WORKS	77,868.83	77,868.83	157,000.00	79,131.17
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>77,868.83</u>	<u>718,901.25</u>	<u>855,508.00</u>	<u>136,606.75</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 FINANCE 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>129,370.00</u>	<u>3,816,742.18</u>	<u>3,776,484.10</u>	<u>(40,258.08)</u>

TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
GENERAL GOVERNMENT				
COUNCIL MEMBERS INDEMNITY	2,238.17	20,106.71	27,000.00	6,893.29
COUNCIL MEMBERS EXPENSES	904.53	3,696.14	9,000.00	5,303.86
COUNCIL MEMBERS GENERAL EXPENSES	(386.69)	3,470.62	8,000.00	4,529.38
WAGES AND BENEFITS	7,555.42	70,994.57	93,000.00	22,005.43
LEGAL	0.00	10.90	2,000.00	1,989.10
AUDIT	0.00	13,024.00	6,000.00	(7,024.00)
ADVERTISING	0.00	1,536.91	2,000.00	463.09
OFFICE AND SUNDRY	1,912.58	13,643.58	24,000.00	10,356.42
TELEPHONE	345.30	5,387.70	9,000.00	3,612.30
INSURANCE (ADMIN.)	945.14	5,781.58	6,000.00	218.42
PUBLICITY	48.08	2,379.82	5,000.00	2,620.18
MEMBERSHIPS, DUES & SUBSCRIPTIONS	0.00	4,870.80	6,000.00	1,129.20
OFFICE MAINTENANCE	393.06	7,897.62	12,000.00	4,102.38
TRAINING AND TRAVEL	785.66	7,839.64	10,000.00	2,160.36
GRANT AND DONATIONS	5,000.00	38,703.74	33,000.00	(5,703.74)
POSTAGE AND COURIER	609.68	3,738.28	5,100.00	1,361.72
COTTAGE EXPENSES	84.47	767.52	1,000.00	232.48
HEALTH UNIT EXPENSES	92.54	846.08	1,200.00	353.92
GRANT IN AID	882.50	31,237.50	30,000.00	(1,237.50)
GENERAL ELECTIONS	20.00	260.21	2,700.00	2,439.79
* TOTAL GENERAL GOVERNMENT	21,430.44	236,193.92	292,000.00	55,806.08
FIRE DEPARTMENT				
INSURANCE (FIRE DEPT.)	1,256.79	15,821.14	18,000.00	2,178.86
TELEPHONE AND RADIO	91.17	1,876.85	7,000.00	5,123.15
VEHICLE OPERATION AND MAINT.	0.00	5,398.45	5,000.00	(398.45)
BUILDING OPERATION AND MAINT.	165.34	3,128.27	6,000.00	2,871.73
EQUIPMENT OPERATION AND MAINT.	0.00	8,395.93	10,000.00	1,604.07
EQUIPMENT REPLACEMENT	4,348.02	15,582.41	12,000.00	(3,582.41)
OFFICE AND SUNDRY	580.68	1,793.41	3,500.00	1,706.59
WAGES AND BENEFITS	0.00	0.00	10,000.00	10,000.00
UTILITIES	453.02	4,046.95	6,000.00	1,953.05
PRINCIPAL	0.00	13,000.00	13,000.00	0.00
INTEREST	340.48	3,162.98	4,000.00	837.02
TRAINING AND TRAVEL	244.20	5,590.89	10,000.00	4,409.11
* TOTAL FIRE DEPARTMENT	7,479.70	77,797.28	104,500.00	26,702.72

TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 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	83.97	994.73	1,500.00	505.27
PEP - EQUIPMENT & SUPPLIES	0.00	282.46	500.00	217.54
* TOTAL PEP	83.97	1,998.44	4,500.00	2,501.56
AMBULANCE				
AMBULANCE HALL EXPENSES	0.00	524.78	1,000.00	475.22
* TOTAL AMBULANCE	0.00	524.78	1,000.00	475.22
ANIMAL CONTROL				
ANIMAL CONTROL OPERATIONS	1,413.26	13,246.37	17,000.00	3,753.63
POUND DONATIONS	0.00	212.69	0.00	(212.69)
* TOTAL ANIMAL CONTROL	1,413.26	13,459.06	17,000.00	3,540.94
TRANSPORTATION SERVICES				
SMALL TOOLS AND EQUIPMENT	158.11	4,948.54	10,000.00	5,051.46
VEHICLE OPERATIONS AND MAINT.	2,063.31	18,908.73	33,000.00	14,091.27
INSURANCE (PUBLIC WORKS)	2,258.26	15,922.67	15,000.00	(922.67)
DITCH AND DRAIN MAINT.	0.00	13,015.04	17,500.00	4,484.96
ROADS AND STREETS MAINT.	423.23	13,450.89	17,500.00	4,049.11
WAGES AND BENEFITS (P.W.)	9,403.44	92,814.20	118,000.00	25,185.80
TRAINING & TRAVEL (P.W.)	0.00	1,314.63	2,000.00	685.37
OFFICE AND SUNDRY (P.W.)	48.84	439.56	1,000.00	560.44
UTILITIES & TELEPHONE (P.W.)	43.81	1,277.27	2,000.00	722.73
BUILDING INSPECTION	0.00	8,113.32	12,000.00	3,886.68
STREET LIGHTING	5,524.55	38,299.03	57,000.00	18,700.97
SIGNAGE	75.29	2,369.80	3,000.00	630.20
FEDERAL WHARF OPERATIONS	3,627.90	26,112.53	7,000.00	(19,112.53)
MUNICIPAL WHARF OPERATIONS	3,627.88	11,027.07	14,000.00	2,972.93
MUNICIPAL HARBOUR MANAGEMENT	5,685.83	48,858.98	65,000.00	16,141.02
FEDERAL HARBOUR MANAGEMENT	5,461.76	39,006.38	40,000.00	993.62
MUNICIPAL HARBOUR TELEPHONE/RADIO	88.30	1,285.87	2,500.00	1,214.13
FEDERAL HARBOUR TELEPHONE/RADIOS	88.32	1,264.20	2,500.00	1,235.80
MUNICIPAL HARBOUR UTILITIES	1,891.19	14,841.23	25,000.00	10,158.77
FEDERAL HARBOUR UTILITIES	0.00	798.40	12,500.00	11,701.60
MUNICIPAL HARBOUR BUILDING OPERATI	290.09	5,070.00	5,000.00	(70.00)
FEDERAL HARBOUR BUILDING OPERATIO	290.07	5,069.99	5,000.00	(69.99)
MUNICIPAL HARBOUR OFFICE & SUNDRY	(35.84)	2,299.92	3,500.00	1,200.08
FEDERAL HARBOUR OFFICE & SUNDRY	4.15	2,429.25	3,500.00	1,070.75
BOAT LAUNCH	0.00	568.32	1,500.00	931.68
HARBOUR PARKING	23.45	4,126.68	4,000.00	(126.68)
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	0.00	924.90	3,500.00	2,575.10
HARBOUR COMMISSION	0.00	236.62	1,000.00	763.38
MUNICIPAL HARBOUR INSURANCE	1,950.00	19,807.20	18,000.00	(1,807.20)
AIRPORT INSURANCE	2,055.24	5,707.02	4,000.00	(1,707.02)
AIRPORT OPERATIONS & MAINT.	0.00	10,864.57	8,000.00	(2,864.57)
Public Works Yard & Shop	114.72	2,970.20	3,000.00	29.80
* TOTAL TRANSPORTATION SERVICES	45,161.90	426,792.36	530,000.00	103,207.64

TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 2011 Actual	2011 YTD Actual	2011 Budget	2011 Budget Remaining \$
RECREATION & CULTURAL SERVICES				
WAGES & BENEFITS (RECREATION)	5,628.18	61,515.81	80,000.00	18,484.19
RECREATION TELEPHONE	60.24	530.08	700.00	169.92
TOWN LOG PUBLICATION	188.61	1,135.03	1,300.00	164.97
SPECIAL EVENTS	0.00	0.00	1,000.00	1,000.00
INSURANCE (RECREATION)	(1,547.50)	10,151.77	8,000.00	(2,151.77)
OLD SCHOOL OPERATIONS	3,650.80	20,702.27	20,000.00	(702.27)
OLD SCHOOL UTILITIES	0.00	3,363.03	5,100.00	1,736.97
OLD SCHOOL HEATING	0.00	17,316.63	24,000.00	6,683.37
COMMUNITY HALL OPERATIONS	1,325.69	13,311.81	8,000.00	(5,311.81)
COMMUNITY HALL UTILITIES	0.00	869.70	1,600.00	730.30
COMMUNITY HALL HEATING	0.00	5,268.33	8,400.00	3,131.67
MUSEUM UTILITIES	0.00	3,243.85	3,500.00	256.15
MUSEUM OPERATIONS	5,588.16	6,679.86	15,000.00	8,320.14
POOL - WAGES & BENEFITS	3,182.25	67,046.92	81,400.00	14,353.08
POOL - UTILITIES	1,975.79	4,537.39	6,000.00	1,462.61
POOL - OFFICE & SUNDRY	66.54	284.90	1,000.00	715.10
POOL - OPERATIONS & MAINT.	1,405.03	18,609.20	12,000.00	(6,609.20)
POOL - HEATING	8,279.23	30,374.44	30,000.00	(374.44)
POOL - TELEPHONE	47.94	684.34	1,000.00	315.66
SWIMMING LESSON COSTS	537.30	2,460.06	3,000.00	539.94
POOL STAFF TRAINING & DEVELOPMENT	0.00	2,094.30	3,000.00	905.70
PARKS OPERATIONS & MAINT.	2,733.15	82,195.72	90,000.00	7,804.28
LIBRARY ASSESSMENT	0.00	54,309.00	72,400.00	18,091.00
Broughton Campground Operations	160.22	10,393.16	5,000.00	(5,393.16)
Broughton Campground Lease	0.00	3,052.50	3,000.00	(52.50)
Broughton Campground Commission	1,420.74	5,374.68	6,000.00	625.32
* TOTAL RECREATION & CULTURAL	<u>34,702.37</u>	<u>425,504.78</u>	<u>490,400.00</u>	<u>64,895.22</u>
ENVIRONMENTAL HEALTH				
GARBAGE COLLECTION	6,958.40	62,183.61	80,000.00	17,816.39
GARBAGE DUMP OPERATIONS	0.00	0.00	1,000.00	1,000.00
RECYCLING CENTRE OPERATIONS	28.88	18,948.32	27,000.00	8,051.68
* TOTAL ENVIRONMENTAL HEALTH	<u>6,987.28</u>	<u>81,131.93</u>	<u>108,000.00</u>	<u>26,868.07</u>
OTHER				
CEMETERY OPERATION	0.00	1,486.49	2,000.00	513.51
PLANNING & ZONING	345.95	5,816.50	5,000.00	(816.50)
* TOTAL OTHER	<u>345.95</u>	<u>7,302.99</u>	<u>7,000.00</u>	<u>(302.99)</u>
DEBT CHARGES & DISCOUNTS				
INTEREST & BANK CHARGES	1,456.74	25,143.93	30,000.00	4,856.07
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	37.30	4,679.00	5,000.00	321.00
MFA Lease Payment	5,282.33	47,540.97	60,640.00	13,099.03
* TOTAL DEBT CHARGES & DISCOUNTS	<u>6,776.37</u>	<u>144,854.89</u>	<u>163,640.00</u>	<u>18,785.11</u>

TOWN OF PORT MCNEILL

Monthly Financial Report

For the Period Ending September 30, 2011

Description	September 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)	5,824.17	5,824.17	0.00	(5,824.17)
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	193,193.50	203,412.30	146,718.00	(56,694.30)
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	0.00	52,072.50	422,858.00	370,785.50
* TOTAL CAPITAL	199,017.67	266,474.67	577,576.00	311,101.33
TAXES LEVIED OTHER GOV'T				
RESIDENTIAL SCHOOL TAX	0.00	487,003.35	558,342.07	71,338.72
NON-RESIDENTIAL SCHOOL TAX	0.00	224,896.13	224,896.13	0.00
REGIONAL HOSPITAL DISTRICT	0.00	100,614.00	100,614.00	0.00
REGIONAL DISTRICT	0.00	469,677.00	469,677.00	0.00
MUNICIPAL FINANCE 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	107,259.30	107,258.90	(0.40)
* TOTAL TAXES LEVIED OTHER GOV'T	0.00	1,409,529.12	1,480,868.10	71,338.98
**P TOTAL EXPENSES	(323,398.91)	(3,091,564.22)	(3,776,484.10)	(684,919.88)
***P SURPLUS (DEFICIT)	(194,028.91)	725,177.96	0.00	(725,177.96)

**TOWN OF PORT MCNEILL
BYLAW NO. 635, 2011**

A bylaw to provide for the borrowing of money from the Canadian Imperial Bank of Commerce, in anticipation of revenue for the year 2012.

WHEREAS it is provided by the Community Charter, SBC Chap. 26, Section 177 that the Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be requisite to meet the current lawful expenditure of the Town;

AND WHEREAS the total amount of liability that the Council may incur is one million eight hundred thousand dollars (\$1,800,000.00) being seventy-five percent (75%) of the whole amount of the taxes levied for all purposes in 2012;

AND WHEREAS liabilities outstanding under Section 175.4 and the borrowing authorized by this bylaw do not exceed seventy-five percent (75%) of allowable borrowing, or the sum of one million eight hundred thousand dollars (\$1,800,000.00);

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

1. **BORROWING AUTHORIZED** - the Council shall be and is hereby empowered and authorized to borrow on the credit to the Town from the Canadian Imperial Bank of Commerce, Port McNeill, an amount not exceeding the sum of six hundred thousand dollars (\$600,000.00).
2. **FORM OF OBLIGATION** - the form of obligation to be given as acknowledgment of the liability shall be a credit agreement.
3. **SECURITY** - all unpaid taxes and taxes of the year 2012 when levied or so much thereof as may be necessary, shall when collected, be used to repay the money so borrowed.
4. This bylaw may be cited as "2012 Revenue Anticipation Borrowing Bylaw No. 635, 2011 (Canadian Imperial Bank of Commerce)".

Read a first time the 3rd day of October, 2011.

Read a second time the 3rd day of October, 2011.

Read a third time the 3rd day of October, 2011.

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

Mayor

Corporate Administrator

Certified to be a true copy of Bylaw No. 635, 2011 as adopted

Corporate Administrator

**TOWN OF PORT MCNEILL
BYLAW NO. 636, 2011**

A bylaw to provide for the borrowing of money from the Municipal Finance Authority, in anticipation of revenue for the year 2012.

WHEREAS it is provided by the Community Charter, SBC Chap. 26, Section 177 that the Council may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be requisite to meet the current lawful expenditure of the Town;

AND WHEREAS the total amount of liability that the Council may incur is one million eight hundred thousand dollars (\$1,800,000.00) being seventy-five percent (75%) of the whole amount of the taxes levied for all purposes in 2012;

AND WHEREAS liabilities outstanding under Section 175.4 and the borrowing authorized by this bylaw do not exceed seventy-five percent (75%) of allowable borrowing, or the sum of one million eight hundred thousand dollars (\$1,800,000.00);

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

1. **BORROWING AUTHORIZED** - the Council shall be and is hereby empowered and authorized to borrow on the credit to the Town from the Municipal Finance Authority, an amount not exceeding the sum of one million two hundred thousand dollars (\$1,200,000.00)
2. **FORM OF OBLIGATION** - the form of obligation to be given as acknowledgment of the liability shall be a credit agreement.
3. **SECURITY** - all unpaid taxes and taxes of the year 2012 when levied or so much thereof as may be necessary, shall when collected, be used to repay the money so borrowed.
4. This bylaw may be cited as "2012 Revenue Anticipation Borrowing Bylaw No. 636, 2011 (Municipal Finance Authority)".

Read a first time the 3rd day of October, 2011.

Read a second time the 3rd day of October, 2011.

Read a third time the 3rd day of October, 2011.

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

Mayor

Corporate Administrator

Certified to be a true copy of Bylaw No. 636, 2011 as adopted

Corporate Administrator