



AGENDA

Regular Council Meeting

7:00 PM - Tuesday, October 12, 2021

Community Hall -1473 Broughton Blvd Port McNeill, BC V0N 2R0

Please be aware, if you are attending this meeting, our meetings are recorded for future viewing.

We are privileged to gather on the traditional territory of the Kwakwaka'wakw.

Page

1. CALL TO ORDER

2. ADOPT AGENDA

- a) Accept or amend agenda as presented.

3. PETITIONS AND DELEGATIONS

4. ADOPTION OF MINUTES

- a) Minutes of Sept. 28th, 2021 Meeting of Council. **3 - 6**
[Regular Council - 28 Sep 2021 - Minutes - Pdf](#)

that the minutes of the Sept. 28th, 2021 Regular Council Meeting be adopted as presented.

- b) Minutes of the Oct 5, 2021 Committee of the Whole meeting. **7 - 9**
[Committee of the Whole - 05 Oct 2021 - Minutes - Pdf](#)

that the minutes of the Oct 5, 2021 Committee of the Whole be adopted as presented.

- c) Minutes of the Oct 5th, 2021 Special Meeting of Council. **11 - 12**
[Special Council - 05 Oct 2021 - Minutes - Pdf](#)

that the minutes of the Oct 5th 2021 Special Meeting of Council be adopted as presented.

5. CORRESPONDENCE

- a) Vancouver Island North Tourism -Request for Community Support on Community Signage **13**
[VINT - Request for community support PM.- signage project](#)

6. TABLE ITEMS

7. REPORTS

- a) Report from Tourism Advisory Committee Economic Development Officer **15 - 17**
[TAC - EDM Recommendations](#)
[MED Job Description](#)
- b) Report From Tourism Advisory Committee - Website Recommendations **19 - 20**
[TAC - Website Recommendation](#)
- c) Public Works Report -Fire Hall Upgrades **21 - 22**
[Firehall Upgrade progress report](#)
- d) Municipal Finance Authority (MFA) Loan to Finance the Purchase of Fire Truck **23 - 25**
[Municipal Finance Authority \(MFA\) Loan to Finance the Purchase of Fire Truck - AR-21-038 - Pdf](#)

*That the Council of the **Town of Port McNeill** authorizes up to **Four Hundred Thirty Thousand Dollars (\$430,000)** be borrowed, under Section 175 of the Community Charter, from the Municipal Finance Authority, for the purpose of financing the purchase of Fire Truck (Model M2 112, YEAR 2022 Freightliner); and
That the loan be repaid within Five (5) Year, with no rights of renewal.*

- e) Mayor Report **27 - 28**
[October 2021 Report to Council](#)

8. BYLAWS

9. OLD BUSINESS

10. NEW BUSINESS

11. ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

- a) The Town declined to sell 2772 Woodland Drive to a requesting purchaser.

12. IN-CAMERA

13. QUESTIONS FROM THE PUBLIC AND MEDIA

14. ADJOURNMENT

that the regular meeting be adjourned at (time) p.m.



MINUTES

Regular Council Meeting

7:00 PM - Tuesday, September 28, 2021
1775 Furney Place

This Meeting was recorded for future viewing.

We are privileged to have gather on the traditional territory of the Kwakwaka'wakw.

PRESENT: VIA Zoom - Mayor Gabriele Wickstrom, Councillor Ann-Marie Baron, Councillor Shelley Downey, Councillor Derek Koel, and Councillor Ryan Mitchell

APOLOGIES:

ALSO PRESENT: VIA Zoom - Pete Nelson-Smith, Chief Administrative Officer

1. CALL TO ORDER

The Sept. 28th, 2021 Regular Council Meeting was called to order at 7:00p.m.

2. ADOPT AGENDA

a) Accept or amend agenda as presented.

217/2021 Moved, seconded and DEFEATED that the agenda be amended to include a timeline update for the Official Community Plan.

Opposed: Mayor Gabriele Wickstrom, Councillor Ann-Marie Baron, and Councillor Shelley Downey

218/2021 Moved, seconded and CARRIED agenda adopted as presented

Opposed: Councillor Ryan Mitchell

3. PETITIONS AND DELEGATIONS

a) Public Works - Boil Water Advisory verbal update on the steps taken to have the notice lifted.

4. ADOPTION OF MINUTES

a) Minutes of Aug. 24, 2021 Regular Council Meeting

219/2021 Moved, seconded and CARRIED that the minutes of the August 24, 2021 regular Council meeting be adopted as presented.

b) Minutes of the Sept. 7, 2021 Special Meeting of Council.

220/2021 Moved, seconded and CARRIED that the minutes of the September 07, 2021 Special Council meeting be adopted as presented.

c) Minutes of the Sept. 14, 2021 Special Meeting of Council.

221/2021 Moved, seconded and CARRIED that the minutes of the September 24, 2021 Special meeting be adopted as presented.

5. CORRESPONDENCE

a) Gatehouse Theatre Grant-In-Aid Application - Music Festival

222/2021 Moved, seconded and CARRIED that the application be tabled to the next meeting, and staff to prepare a financial breakdown.

6. TABLE ITEMS

7. REPORTS

a) Fire Department Operational Report.

b) Public Works Operational Report.

223/2021 Moved, seconded and Carried that more information will be provided by public works on the fire hall upgrades.

c) Harbour Operational Reports

8. BYLAWS

a) Electronic Meetings and Proposed Changes to the Town of Port McNeill Procedure Bylaw.

224/2021 Moved, seconded and CARRIED that Council direct staff to look into the feasibility of getting internet at the community hall to hold physically distanced council meetings.

Opposed: Councillor Derek Koel and Councillor Ryan Mitchell

b) Municipal and Regional District Tax (MRDT) 1% Increase

225/2021 Moved, seconded and CARRIED that Council give the Additional Accommodation Tax Levy Bylaw No. 703, 2021 First, Second, Third and Final reading.

9. OLD BUSINESS

10. NEW BUSINESS

a) Truth and Reconciliation Mayor Verbal Report

226/2021 Moved, seconded and CARRIED that the status of the Town's flying of the flag be tabled to the next meeting.

b) Oaths of Office for new Chief Financial Officer, Harinder Singh and Deputy Corporate Officer Connor Mork.

c) Mayor's Report

11. ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

12. IN-CAMERA

a) That Council go In-Camera under Community Charter Section 90(1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and section 90(1) (d) the security of the property of the municipality.

227/2021 Moved, seconded and CARRIED that Council go In-Camera under Community Charter Section 90(1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and section 90(1) (d) the security of the property of the municipality.

13. QUESTIONS FROM THE PUBLIC AND MEDIA

14. ADJOURNMENT

228/2021 Moved, seconded and CARRIED that the regular meeting be adjourned at 8:04 p.m.

Mayor

Corporate Officer



MINUTES

Committee of the Whole Meeting

9:00 AM - Tuesday, October 5, 2021
1775 Furney Place

This Meeting was recorded for future viewing.

We are privileged to have gather on the traditional territory of the Kwakwaka'wakw.

PRESENT: Mayor Gabriele Wickstrom, Councillor Ann-Marie Baron, Councillor Shelley Downey, via Zoom Councillor Derek Koel, and Councillor Ryan Mitchell

APOLOGIES:

ALSO PRESENT: Pete Nelson-Smith, Chief Administrative Officer, Connor Mork, Deputy Corporate Officer

1 CALL TO ORDER

Oct 5, 2021 Committee of the Whole be called to order at 9:00 AM

Adjourned 9:06 AM for technical difficulties.

Reconvened 9:16 AM

Improper meeting - 3 Councillors joining by electronic means in violation of the current Procedure Bylaw which only allows for 2 to attend by electronic means.

Adjourned 9:25 AM

Reconvened: 9:32 AM with Councillor Baron attending in person.

2 ADOPT AGENDA

a) Agenda amended to include under New Business Item 10a) Fired Department Halloween Fire Works

RES-1-2021 Moved, seconded and CARRIED that the agenda be amended to include 10a) Fire Department Halloween fireworks.

3 PETITIONS AND DELEGATIONS

4 ADOPTION OF MINUTES

5 CORRESPONDENCE

6 TABLE ITEMS

7 REPORTS

- a) Bylaw Enforcement on Chickens and Poultry within the Town of Port McNeill.

RES-2-2021 Moved, seconded and CARRIED that staff continue to enforce the animal control bylaw and write enforcement letters, indicating that chickens must be removed by January 30, 2022

Opposed: Mayor Gabriele Wickstrom and Councillor Ann-Marie Baron

- b) Island Health request for Community Support on COVID-19 Public Health Orders.

RES-3-2021 Moved, seconded and CARRIED That Council support the efforts of the Local Health Officers in enforcement of Public Health Orders by reviewing the suspension of business licences on a case by case basis upon the recommendation of the Health Officer.

8 BYLAWS

9 OLD BUSINESS

10 NEW BUSINESS

- a) Fire Department Halloween Fireworks

RES-4-2021 Moved, seconded and CARRIED that Council support the Fire Department Halloween Fireworks

RES-5-2021 Moved, seconded and CARRIED that the Town approve up to \$6,000 towards short falls of donations towards the 2021 Fire Department Halloween fireworks display.

Opposed: Councillor Ann-Marie Baron

11 ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

12 IN-CAMERA

13 QUESTIONS FROM THE PUBLIC AND MEDIA

14 ADJOURNMENT

Meeting Adjourned at 10:04a.m.

CAO

Mayor



MINUTES

Special Council Meeting

10:00 AM - Tuesday, October 5, 2021
1775 Furney Place

This Meeting was recorded for future viewing.

We are privileged to have gather on the traditional territory of the Kwakwak'wakw.

PRESENT: Mayor Gabriele Wickstrom, Councillor Ann-Marie Baron, Councillor Shelley Downey, via Zoom Councillor Derek Koel, and Councillor Ryan Mitchell

APOLOGIES:

ALSO PRESENT: Pete Nelson-Smith, Chief Administrative Officer, Connor Mork, Deputy Corporate Officer

1. CALL TO ORDER

The Oct 5, 2021 Special Meeting of Council was called to order at 10:09 AM

2. ADOPT AGENDA

a) Accept or amend agenda as presented.

198/2021 Moved, seconded and CARRIED that the agenda be adopted as presented

3. PETITIONS AND DELEGATIONS

4. ADOPTION OF MINUTES

5. CORRESPONDENCE

6. TABLE ITEMS

7. REPORTS

8. BYLAWS

9. OLD BUSINESS

10. NEW BUSINESS

- a) Adoption of the recommendations made at the October 05, 2021 Committee of the Whole Meeting as follows:
 - 1. that staff continue to enforce the animal control bylaw and write enforcement letters, indicating that chickens must be removed by January 30, 2021
 - 2. that Council support the efforts of the Local Health Officers in enforcement of Public Health Orders by reviewing the suspension of business licences on a case by case basis upon the recommendation of the Health Officer.
 - 3. that Council support the 2021 Fire Department Halloween Fireworks.
 - 4. that the Town authorize up to \$6,000 to supplement any donation short falls toward the 2021 Fire Department Halloween fireworks display.

11. ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

12. IN-CAMERA

- a) Council to go In-Camera under Community Charter Section 90(1)(d) the security of the property of the municipality.

199/2021 Moved, seconded and CARRIED that Council to go In-Camera under Community Charter Section 90(1)(d) the security of the property of the municipality.

13. QUESTIONS FROM THE PUBLIC AND MEDIA

14. ADJOURNMENT

200/2021 Moved, seconded and CARRIED that the Oct. 5, Special Council Meeting be adjourned at 10:08a.m.

Mayor

Corporate Officer



October 04, 2021

Town of Port McNeill
1775 Furney Pl.
Port McNeill, BC
V0N 2R0
Attention: Mayor and Council

Dear Mayor and Councillors,

Vancouver Island North Tourism has been given the green light by Destination BC to move ahead with two signage projects (A Welcome to Vancouver Island North sign at the southern regional district border and updates to the Hoomack Lake and Bear Cove signs) using funds from the Vancouver Island North Tourism Municipal and Regional District Tax Reserves. These projects would not typically fall under the allowable uses for MRDT funds, however as they tie into our current marketing strategy and brand development, we have received special permission to move ahead with these projects.

To help with this project, we are reaching out to each of the communities to request a contribution towards their community signs (located at Hoomak Lake and Bear Cove) in the amount of \$750.00. Each community will also be contacted to provide input for content and overall design of their community signs.

If you have any questions, or if you require additional information, please let me know. I look forward to hearing from you soon regarding the status of this request.

Best regards

Natalie Stewart
Vancouver Island North Tourism



Information

COMMITTEE REPORT



To: Mayor and Council

File No:

Meeting Date: Oct. 12, 2021

From: The Tourism Advisory Committee

Subject: Economic Development Officer

PURPOSE:

The Tourism Advisory Committee (TAC) recognizes the vital and needed role of the resource sector in maintaining a robust local economy. We also see tourism as a growing and significant user of our natural resources and therefore a co-participant in the ongoing development of our resource based economy. And so we look to Town Council for recognition, support and direct help in actively developing and growing our tourism economy.

BACKGROUND:

The role tourism plays in a local economy has developed beyond the once simple room-night model. It is about extended visitor experiences; the all important first job for many of our students; new and long term investment in the area; new family based mom & pop start-ups or new opportunities for home based accommodation or art & craft entrepreneurs.

When we talk about diversifying our economy, tourism is a key and vital gateway in that process. Over time, 100 new small businesses can offer far more opportunity and economic stability than one new employer hiring 100 people. The former offers built in economic shock absorbers that through numbers and diversity alone can withstand typical resource industry cycles far more easily than a single large employer.

IMPLICATIONS:

The implications are enormous and include an expanding and resilient municipal tax base, employment, new investment and population growth. It also begins a process of baseline economic policies that consider the possibilities and implications of long term shifts in traditional resource sector employment strategies.

RECOMMENDATIONS:

We recommend that Town Council direct the new Economic Development Officer (EDO) to concentrate first year efforts on strategies and solutions that will help grow existing tourism sector businesses, identify new opportunities, attract new investment and be a resource for residents looking for opportunities to market product or services to visitors.

Specifically, we ask Town Council to consider an Economic Development Officer job description that identifies tourism as a key expansion target and that a minimum of 75% of the EDO's time (in year one) be directed towards developing and growing the tourism sector.

We see this as setting the stage for a future robust and diversified local economy, an economic development template that can, in the years ahead, be used to develop and diversify other sectors

CONCLUSION

Port McNeill's economy has and will for the foreseeable future be primarily based upon a traditional resource-harvesting model. However, growth and the securing of our Town's future will come from what is currently considered non-traditional and sometimes, ignored sources.

The tourism sector exists and while underutilized, it is uniquely positioned with existing base infrastructure and consumer awareness. These business ready characteristics include:

- Investment-ready and market tested.
- Unrealized opportunities.
- Seen by outside investors '*getting in on the ground floor*' with corresponding ROI's.
- A limited but established market poised for quick and sustained growth.

We see tourism as the start of Port McNeill's new and fully diversified future.

Prepared by:
Bill McQuarrie
Chair, Tourism Advisory Committee

Town of Port McNeill

Manager of Economic Development

(Job Description)



Summary

Reporting to the Chief Administrative Officer (CAO), the Manager of Economic Development (MED) will play a critical role in developing and implementing an Economic Development strategy for the Town of Port McNeill. The MED will demonstrate leadership in critical communications with stakeholders, budgeting and financial analysis.

Considerable initiative and independent judgment must be exercised in planning and implementing work. Work is performed in accordance with statutory requirements and general policy guidelines. New or difficult matters are referred to a superior, but decisions must be made where governing precedents are not available and errors in judgment can result in serious problems. Success is determined on the basis of results achieved and the manner used.

1. General Work Conditions

- a. Provide advice to Council and the CAO on economic opportunities to help further the growth of Port McNeill.
- b. To prepare and implement a COVID-19 Recovery Plan.
- c. To work with the Port McNeill Chamber of Commerce to identify supports for the local businesses and identify gaps.
- d. To work with the Tourism Advisory Committee and local tourism operators on how to promote and transition after the pandemic.
- e. To develop an attraction campaign through online media and print for investors.
- f. Provide advice to Council and the CAO on reviewed funding and grant opportunities in relation to current Council strategic priorities
- g. To assist existing employers to expand their businesses.
- h. To act as a catalyst for co-ordination of economic development activities in the community.
- i. To develop reports and budgets for shovel ready projects for future grant applications.
- j. To prepare/assist grant applications on behalf of the District as applicable during the term.
- k. To report to Council on a quarterly basis on activities completed.
- l. To carry out and perform such other duties as the CAO may assign.

Information

COMMITTEE REPORT



To: Mayor and Council

File No:

Meeting Date: Oct. 12, 2021

From: The Tourism Advisory Committee

Subject: Visit Port McNeill Website

PURPOSE:

The Tourism Advisory Committee (TAC) recognizes the key role played by a travel destination website. It is often the first point of contact for those considering Port McNeill as a vacation destination and as such, is a vital and needed tool for visitor attraction and retention.

The TAC is of the opinion that our newly developed Visit Port McNeill website has not been on target when it comes to having a meaningful market presence and we are therefore recommending changes to the site while simultaneously expanding and improving our marketing relationship with Vancouver Island North Tourism (VINT).

BACKGROUND:

The role of our website and associated social media pages was meant to drive visitor numbers up and extend visit duration. With the average daily spend of a couple visiting Port McNeill in the \$650 range (2018 VINT Visitor Profile data), the significance and obvious financial benefits of an effective attraction/retention platform (in 2022 dollars) becomes quickly apparent.

However, for a number of reasons it was felt by the TAC that our newly launched site failed to accomplish what we thought Visit Port McNeill could achieve. Some of those reasons included:

- Lack of skilled dedicated support staff
- Turnover
- COVID travel barriers
- Time and planning constraints

With that in mind the TAC reached out to our marketing partners for ideas, advice and suggestions on how best to move forward so as to ensure we were better prepared and positioned for the 2022 travel season.

As a result of those discussions, Vancouver Island North Tourism in partnership with Vancouver Island Tourism stepped forward and agreed to allow us to use the Port McNeill VINT page as our Visit Port McNeill landing page.

VINT has also agreed to maintain and keep our Port McNeill pages current, provide access to their much larger audience base, use their trip planning and other site assets/tools and work with us to insure content is appropriate, Discover BC compliant and tailored to our needs.

Vancouver Island North Tourism has offered to provide all of this at no cost to Port McNeill, which in turn would allow us to redirect our digital marketing budget to our Visit Port McNeill social media pages.

If Council agrees, visitors accessing our registered Visit Port McNeill web address would in fact be redirected to and land on the VINT Port McNeill page at <https://vancouverislandnorth.ca/communities/port-mcneill/> instead of our original website.

IMPLICATIONS:

If we fail to recognize, learn from and correct the mistakes of our 2021 season, we will simply be setting the stage for a repeat performance in 2022. Other competing markets who might be more agile and opportunity driven would then be better positioned to improve their market share at our expense.

RECOMMENDATIONS:

We recommend that Town Council agree, for the 2022 tourist season and as a pilot project, to redirect our website address to point to the VINT Port McNeill page(s) mentioned above. We further recommend that Town Council direct the TAC to continue to work closely with VINT, monitor the progress of the pilot project and report back to council in February, June and October on the progress and outcomes of that project.

During this pilot project, the Visit Port McNeill website designed by Array will remain the property of the Town but will, unless needed, be dark for the 2022 tourist season

CONCLUSION

We want to recognize and thank Vancouver Island North Tourism for their help and cooperation. Without their active participation and exchange of ideas along with the assistance of the Vancouver Island Tourism technology staff experts, this solution would not have been available to us.

Prepared by:
Bill McQuarrie
Chair, Tourism Advisory Committee



INFORMATION

STAFF REPORT



To: Pete Nelson-Smith, CAO

Meeting Date: October 12th, 2021

From: Julian Allen, Public Works Manager

Subject: Firehall Upgrade Progress Report

PURPOSE:

To update Mayor and Council on the status of the upgrades to the Port McNeill Firehall.

BACKGROUND:

Recent upgrades to the exterior of the Firehall were completed, which mostly consisted of replacement of the siding, new windows, and some concrete work. There were several other necessary upgrades identified at this time, however, there was a finite amount funds available in the budget. Grant funding later became available for this kind of work under the Investing in Canada Infrastructure Program – COVID 19 Resilience Infrastructure Program and an application from the Town was submitted to complete the previously identified upgrades. The project was informally approved on April 21st, 2021, with construction to begin no later than September 30th, 2023, and all project works to be completed by December 31st 2024. The formal contract between the Province of British Columbia and the Town of Port McNeill was signed on September 16th, 2021.

KEY ISSUES DEFINED:

Between May and September work was done to firm up the work scope on the majority of the many different components to this project. Most contractors are booked ahead by several months and there are many delays with the procurement of required materials and equipment at this time. Also, unplanned operational issues such as the boil water notice have taken precedence over the project leading to more delays.

In keeping with the Town's purchasing policy, some of the works required more quotes, Requests for Proposals, or Tenders. Some Requests for Proposal are currently on BC Bid, there are quotes being obtained, contractor site visits are in progress and some work has been awarded.

STATUS:

- Air Compressor - Installed/work completed.
- Electrical upgrades - Awarded and scheduled.
- Truck bay space heaters - Ordered.
- Overhead doors - RFP posted.
- Painting - RFP posted.
- Flooring - RFP posted.
- Back up generator - RFP posted.
- Roof replacement - Engineered drawings to be completed and RFP will then be posted.

RECOMMENDATION:

Council, please review this report for information.

Prepared by:

Julian Allen
Public Works Manager

Pete Nelson-Smith
CAO

Town of Port McNeill

Request for Decision - Staff Report



To: Pete Nelson-Smith, CAO **File No:** 1840-01/1100-01
Meeting Date: Regular Council - 12 Oct 2021
From: Harinder Singh, Chief Financial Officer
Subject: Municipal Finance Authority (MFA) Loan to Finance the Purchase of Fire Truck

PURPOSE:

To receive a resolution from Council on submitting an application to finance the purchase of the Fire Truck. The financing to be granted by Municipal Finance Authority of B.C.

BACKGROUND:

In the 2021 budget, Council had approved the purchase of a new Fire Truck at an estimated cost of \$552,760.00. As per the 2021-2025 budget, this purchase would be funded by:

1. \$100,000 from the Fire Department Reserve Fund.
2. Equipment financing for the remainder.

The Town had issued Request for Proposal for the purchase of a fire truck. This RFP was awarded to Fort Garry Fire Trucks for \$529,928.00 including taxes. It is expected that the truck delivery will take approximately 12 months, in October 2022.

KEY ISSUES DEFINED:

To get a five-year loan, MFA requires that the Council approve a Resolution to borrow.

IMPLICATIONS:

See Financial Implications.

Financial:

LOAN TERM:

Five Year Term:

Municipal Finance Authority of B.C offers equipment financing loan with an interest rate of 0.94%. A loan amortized over 60 months will have a monthly installment of \$7,339.21. The total interest cost over 60 months shall be \$10,353.75

Loan Details

Principal Value	\$430,000.00
Current Interest Rate	0.94%
Amortization Period	60 months

Estimated Annual Cost

Year	Annual Principal	Annual Interest	Annual Payment
2022	14,008.73	669.69	14,678.42
2023	84,525.65	3,544.87	88,070.52

Payments in Term		Year	Annual Principal	Annual Interest	Annual Payment
60 months		2024	85,315.14	2,755.38	88,070.52
Fixed Monthly Payment	\$7,339.21	2025	86,128.66	1,941.86	88,070.52
Total Principal	\$430,000.00	2026	86,942.02	1,128.50	88,070.52
Total Estimated Interest over 60 months	\$10,353.75	2027	73,079.80	313.45	73,393.25
Total Estimated Cost	\$440,353.75				

To get a five-year loan, MFA requires that the Council approve a Resolution to borrow.

Longer than five-year Term:

Municipal Finance Authority also offers longer than five-year terms as @ 0.94% rate. Any borrowing for a period longer than five years requires a Loan Authorization bylaw to be approved by Council. The bylaw would then go through multiple levels of approval from the Province, and it involves submission of extensive documentation. Loans, longer than five (5) years are subject to renewal every five years.

The monthly payment on a ten (10) year loan shall be \$3,755.79 per month. Over five (5) year the interest cost shall be \$15,402.68.

PAYMENT TERMS AND EARLY PAYMENT DISCOUNT:

Under the terms of the Request-for-proposal (RFP) a sum of \$130,000 is due in March 2022, the balance shall be due on delivery expected to be in October 2022.

The contract provides for a 2.7% early payment discount. The discount rates are:

- \$81,500 down payment : \$2,200 credit
- \$164,500 down payment: \$4,400 credit
- \$246,000 down payment: \$6,690 credit
- \$326,000 down payment: \$8,890 credit

Fort Garry Trucks has advised that most of their clients avail the benefit of early payment discount. Fort Garry Trucks is a well-established Winnipeg based stable company that has been serving the Canadian market for over 100 years, building an average of 120 fire trucks per year, as well as working with our Volunteer Fire Department on continual equipment maintenance.

Policy/Legislation:

Community Charter Sec 175

Strategic Priority:

Purchase of a new Pumper Truck to outfit the Town's Volunteer Fire Department.

Communication:

Municipal Finance Authority of BC.

RECOMMENDATIONS:

1. Council pass a resolution to seek financing for the purchase of the fire truck from Municipal Finance Authority of B.C.
2. Council direct staff to submit financing application for a loan term of five (5) years.

Report



To: Council

File No:

Meeting Date: October 12, 2021

From: Mayor Gaby Wickstrom

Subject: Mayor's Report

September 29, 2021: Attended the Walk for Reconciliation with Councillor Downey and Sunset Elementary. The children had painted rocks and laid them along the Rotary trail.

September 30, 2021: Attended the Walk for the Children with Councillor Downey organized by the Kwakiutl, Gwa'sala-'Nakwaxda'xw and Quatsino Nations. It was incredibly moving to be a part of a large crowd and listening to the stories, speeches and other cultural components of the day.

October 4, 2021: Attended a meeting in Port Hardy with elected officials and First Nations representatives from the Regional District, Port Hardy, Port Alice, Port McNeill, Alert Bay, 'Namgis, Kwakiutl, Gwa'sala-'Nakwaxda'xw and Quatsino to talk about our BC Hydro issues and power outages. The decision was made to seek help from a consultant to assess our current situation and give us recommendations for solutions. We will be meeting again once a budget and list of asks is determined for the bid for tender. Depending on the scope and costs for the study, funding may be applied for.

October 5, 2021: Met with Barry Janyck with BC Rural Centre over breakfast who was gathering information across the province on the challenges rural communities face.

October 6, 2021: Participated in a Resource Works bi-yearly provincial resource update. Topics covered were LNG, Forestry and Aquaculture. The need for communicating the changes in these industries rose to the top. Many people still refer to practices done in the 70's and 80's, when in fact these industries have changed dramatically.

October 7, 2021: Participated in Vancouver Island Economic Alliance's Island Good meeting as a committee member. Island Good highlights Island made products across Vancouver Island and when showcased at places of various business, have proven to increase sales for Island entrepreneurs.

Prepared by:

H. Wickstrom

Gaby Wickstrom
Mayor

Pete Nelson-Smith
CAO