



AGENDA

Committee of the Whole Meeting

9:00 AM - Wednesday, March 30, 2022
Council Chamber-1775 Furney Pl

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) February 8, 2022 Committee of the Whole Minutes February 8, 2022 Committee of the Whole Meeting Minutes	3 - 4
b) February 17, 2022 Budget Committee of the Whole Meeting Minutes February 17, 2022 Budget Committee of the Whole Meeting Minutes	5 - 7
c) March 17, 2022 Budget Committee of the Whole Meeting Minutes March 17, 2022 Budget Committee of the Whole Minutes	9 - 11
5. CORRESPONDENCE	
6. TABLE ITEMS	
7. REPORTS	
8. BYLAWS	
9. OLD BUSINESS	
a) RTC - Old School Cost Analysis March 2022 RTC - Old School Cost Analysis March 2022	13 - 14
b) RTC - Budget March 2022 RTC- Budget March 2022	15 - 22

- c) Capital Requests 2022 **23**
[Capital Requests 2022](#)

- d) RTC - Fishing Float March 2022 **25 - 26**
[RTC - Fishing Float March 2022](#)

- 10. NEW BUSINESS**

- 11. ITEMS FROM IN-CAMERA TO BE MADE PUBLIC**

- 12. IN-CAMERA**

- 13. QUESTIONS FROM THE PUBLIC AND MEDIA**

- 14. ADJOURNMENT**



MINUTES

Committee of the Whole Meeting

6:00 PM - Tuesday, February 8, 2022

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

This meeting was recorded for future viewing.

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

PRESENT: Councillor Ann-Marie Baron, Councillor Shelley Downey, Councillor Derek Koel, and Councillor Ryan Mitchell

APOLOGIES:

MICROSOFT TEAMS: Mayor Gabriele Wickstrom

ALSO PRESENT: Pete Nelson-Smith, Chief Administrative Officer, Connor Mork, Deputy Corporate Officer, and Marilyn McArthur, Economic Development Manager.

1 CALL TO ORDER

The February 8, 2022 Committee of the Whole Meeting was called to Order at 6:02 PM.

2 ADOPT AGENDA

a) Accept or amend agenda as presented.

9/2022 Moved, Seconded, and CARRIED that the agenda be accepted as presented.

3 PETITIONS AND DELEGATIONS

4 ADOPTION OF MINUTES

a) February 1, 2022 Committee of the Whole Meeting - Minutes

10/2022 Moved, Seconded, and CARRIED to recommend that the February 1, 2022 Committee of the Whole Meeting Minutes be

adopted as presented.

5 CORRESPONDENCE

6 TABLE ITEMS

7 REPORTS

8 BYLAWS

9 OLD BUSINESS

a) Economic Development

11/2022 Moved, Seconded, and CARRIED to recommend that monthly reports be produced by the Economic Development Manager for Council.

b) Strategic Priorities Refinement

10 NEW BUSINESS

11 ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

12 IN-CAMERA

13 QUESTIONS FROM THE PUBLIC AND MEDIA

14 ADJOURNMENT

12/2022 Moved, Seconded, and CARRIED that the meeting of the February 8, 2022 Committee of the Whole Meeting be adjourned at 7:02 PM.

CAO

Mayor



MINUTES

Committee of the Whole Meeting

9:00 AM - Thursday, February 17, 2022

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

This meeting was recorded for future viewing.

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

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

APOLOGIES:

ALSO PRESENT: Pete Nelson-Smith, Chief Administrative Officer

1 CALL TO ORDER

The February 17, 2022 Budget Committee of the Whole Meeting, was called to order at 9:00 AM.

2 ADOPT AGENDA

a) Accept or amend agenda as presented.

12/2022 Moved, seconded and Carried That the agenda of the February 17, Budget Committee of the Whole meeting be adopted as presented.

3 PETITIONS AND DELEGATIONS

4 ADOPTION OF MINUTES

5 CORRESPONDENCE

6 TABLE ITEMS

7 REPORTS

8 BYLAWS

9 OLD BUSINESS

a) Proposed Capital Budget

13/2022 Moved, seconded and Carried to recommend that staff get a cost assessment of solar panels for the town office, to offset hydro costs.

14/2022 Moved, seconded and Carried to recommend that the \$ 80, 000 earmarked for Council Chamber renovations be removed from the budget.

15/2022 Moved, seconded and Carried to recommend that the Kingcome Apartment Fire Access project be removed from the budget.

16/2022 Moved, seconded and Carried to recommend that staff send communication to the owners of the Kingcome Haddington, Port McNeill and McClure Apartment buildings regarding the lack of fire access, and the costs associated with the project.

17/2022 Moved, seconded and Carried to recommend that \$ 8,000 be made available for danger tree removal from the campground.

18/2022 Moved, seconded and Carried to recommend that staff prepare a cost analysis of building rejuvenation for the old school and prepare a list of available companies for the project.

19/2022 Moved, seconded and Carried to recommend that staff get a quote on a generator for the senior home.

10 NEW BUSINESS

11 ITEMS FROM IN-CAMERA TO BE MADE PUBLIC

12 IN-CAMERA

13 QUESTIONS FROM THE PUBLIC AND MEDIA

14 ADJOURNMENT

20/2022 Moved, seconded and Carried that the meeting of the February 17, 2022 Committee of the Whole Meeting adjourned at 10:35.

CAO

Mayor



MINUTES

Budget Committee of the Whole Meeting

9:00 AM - Thursday, March 17, 2022

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

This meeting was recorded for future viewing.

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

PRESENT: Mayor Gabriele Wickstrom, Councillor Shelley Downey, Councillor Derek Koel, and Councillor Ryan Mitchell

MICROSOFT TEAMS: Councillor Ann-Marie Baron

APOLOGIES: Pete Nelson-Smith, Chief Administrative Officer

ALSO PRESENT: Brenda Johnson, Chief Financial Officer, Laura Evans, Deputy Finance Officer, and Connor Mork, Deputy Corporate Officer.

1 CALL TO ORDER

The March 17, 2022 Budget Committee of the Whole Meeting was called to order at 9:01 AM.

2 ADOPT AGENDA

a) Accept or amend agenda as presented.

21/2022 Moved, Seconded, and CARRIED, that the agenda of the March 17, 2022 Budget Committee of the Whole Meeting be accepted as presented.

3 PETITIONS AND DELEGATIONS

4 ADOPTION OF MINUTES

5 CORRESPONDENCE

6 TABLE ITEMS

7 REPORTS

8 BYLAWS

9 OLD BUSINESS

a) Covid Recovery Funds

22/2022 Moved, Seconded, and CARRIED that the \$ 70, 000 allocated for Harbour parking lot B be taken from the revenue shortfall Covid-19 recovery funds.

23/2022 Moved, Seconded, and DEFEATED that the 15, 000 grant to the Gate House Theatre be allocated from the revenue shortfall fund.

Opposed: Mayor Wickstrom, Councillor Baron, and Councillor Downey

b) Worksafe BC 5 Year Summary

24/2022 Moved, Seconded, and CARRIED that a WCB Worksafe report comes to Council every year in November.

c) Council Remuneration

26/2022 Moved, Seconded, and CARRIED that Mayor and Council each receive a cost-of-living increase and income tax exemption to be effective January 1, 2022.

27/2022 Moved, Seconded, and CARRIED that the Mayor's stipend be twice that of a Councillors stipend and that it be effective January 1, 2022.

28/2022 Moved, Seconded, and CARRIED that the newly elected Council in October be provided with single benefits from the most cost-effective service provider.

29/2022 Moved, Seconded, and CARRIED that the newly elected Council in October be given the option of purchasing additional family benefit coverage.

d) Operating Budget

30/2022 Moved, seconded, and DEFEATED that staff present Council

with an overall plan for gardening, and how the additional 14, 000 will be spent.

Opposed: Mayor Wickstrom, Councillor Baron, and Councillor Downey

- 31/2022** Moved, Seconded, and CARRIED that staff prepare a report on the historical tax rates for light and major industry, versus the current rates, and whether we have reached the maximum rate.
- 32/2022** Moved, Seconded, and CARRIED that the Hoy Bay development project be moved from the nice-to-do list of priorities to the must-do list of priorities.
- 33/2022** Moved, Seconded, and CARRIED that a fishing float be added to the nice-to-do list of priorities.
- 34/2022** Moved, Seconded, and CARRIED that staff go back to the manufacturer of our recently purchased fire truck and get a quote on the additional equipment required for its use.
- 35/2022** Moved, Seconded, and CARRIED that the storm and sanitary sewer upgrades be moved to the nice-to-do list.
- 10** **NEW BUSINESS**
- 11** **ITEMS FROM IN-CAMERA TO BE MADE PUBLIC**
- 12** **IN-CAMERA**
- 13** **QUESTIONS FROM THE PUBLIC AND MEDIA**
- 14** **ADJOURNMENT**
- 36/2022** Moved, Seconded, and Carried that the March 17, 2022 Budget Committee of the Whole Meeting be adjourned at 11:02 AM.

CAO

Mayor

Report to Council



To: Pete Nelson-Smith, CAO

Meeting Date: March 30, 2022

From: Brenda Johnson, CPA CFO

Subject: Old School Analysis

PURPOSE: Resolution 40/2022 - Report the current use and expenses of the Old School.

INFORMATION: The Old School consist of nine rooms, a gymnasium, and washrooms.

Current users:

North Island Community Services (NICS) had exclusive use of rooms 1, 2 (Teen Centre), 6, 7, and 8.

As of January 19, 2022, NICS had vacated rooms 6, 7, 8. These rooms are no longer being utilized and NICS is no longer charged any fees.

Room 3:

- Alcoholics Anonymous is \$15 per hour.
- Narcotics Anonymous is not charged a fee.
- Miscellaneous rentals are \$15 per hour.

Room 4:

- Art and Paint classes are \$15 per hour.

Room 5:

- Exclusive to the Seniors
 - No fee charged and they clean the space after use.

Multi-Purpose Room

- Not being utilized.

Gymnasium:

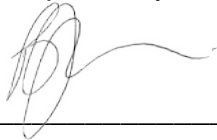
- The following groups are listed as users with no fees:
 - Junior Canadian Rangers
 - Teen Centre
 - Fire Department

Historical and current revenue:

<u>Description</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
			<u>Projected</u>
Alcoholics Anonymous Meetings	1,590	1,545	1,500
Art Class	225	180	500
Painting Class	892	248	300
Meetings	546	885	500
Miscellaneous	-	375	350
North Island Community Services	12,600	11,550	-
Storage	-	240	500
Total	15,853	15,023	3,650

Old School Financial Position			
<u>Description</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>2022 Budget</u>
Old School Rental Revenue	15,853	15,023	3,650
Expenses			
Old School Admin Allocation	30,677	34,172	10,000
Old School PW Wage Allocation	2,076	954	1,000
Old School Custodial	18,045	15,503	15,000
Old School Maintenance	520	2,382	2,000
Old School Materials	559	-	
Old School Telecommunication/Internet	1,457	1,318	1,350
Old School Contracted Equip Main	1,108	253	250
Old School Insurance	13,771	15,489	15,000
Old School Other Purchased Services	1,223	1,179	1,200
Old School Alarm Service	359	539	540
Old School Garbage Pickup	1,147	1,207	1,250
Old School Electricity	6,391	5,915	6,000
Old School Oil - Heating	21,238	33,578	34,000
Total Expenses	98,571	112,490	87,590
Net Revenue (Loss)	(82,717)	(97,468)	(83,940)

Prepared by:



Brenda Johnson, CPA
CFO

Pete Nelson-Smith
CAO

Report to Council



To: Pete Nelson-Smith, CAO

Meeting Date: March 30, 2022

From: Brenda Johnson, CPA CFO

Subject: 2022 Proposed Operating Budget & Capital Requests continued

PURPOSE: To present Mayor and Council with the 2022 proposed operating budget and 2022 capital requests.

REQUESTS:

- Council to approve 2022 capital requests.
- Council to review proposed 2022 operating budget and provide direction and decisions on operating budget items.

TOPICS:

1. Key Dates pg. 2
2. Revenue and Expenses pg. 2
 - a. Revenues: 2021 Actuals and 2022 Proposed Budget pg. 3
 - b. Expenses: 2021 Actuals and 2022 Proposed Budget pg. 3
3. Notes for clarification of proposed increased expenditures pg. 4-5
4. Summary of Reserves and Surpluses pg. 6
5. Capital Requests pg. 7
6. Five-Year Proposed Operating Budget pg. 7-8

1. KEY DATES

<u>Description</u>	<u>Due Date</u>
Capital Budget Decisions	March 30, 2022
Operating Budget Decisions	April 5, 2022
First and Second Reading	April 26, 2022
Public Consultation	May 3, 2022 (prior to regular meeting)
Third Reading	May 3, 2022
Reconsider and Adopt	May 10, 2022

PROPOSED OPERATING BUDGET

2. REVENUES & EXPENSES

a) Revenues: 2021 Actuals and 2022 Proposed Budget

2022 proposed revenue is comparable to 2021 before any tax increase consideration.

<u>Revenues</u>	<u>2021 Actual</u>	<u>2022 Proposed</u>
Municipal Tax	1,533,611	1,534,429
Public Works Operating	1,875	2,000
Public Works Solid Waste	214,212	215,841
Public Works Water	299,531	295,319
Public Works Sewer	384,599	390,490
Payments in Lieu	50,075	51,073
Harbour	536,466	538,800
Fire Department	97,741	52,000
Pool	28,478	35,000
Campground	31,286	55,000
Other	112,521	134,400
Rentals	55,862	56,950
Penalties & Interest	29,232	21,500
Investment Income	43,208	45,000
Unconditional Grants	481,000	480,000
Conditional Grants	690,509	1,328,775
Total Revenues	4,590,205	5,236,578

b) Expenses: 2021 Actuals and 2022 Proposed Budget

2022 proposed expenses are an estimated \$405,000 more than 2021 actuals.

This represents a 14% increase from 2021.

<u>Expenses</u>	<u>2021 Actual</u>	<u>2022 Proposed</u>
Administration	326,023	382,327
Council	78,112	87,263
Economic Development	-	101,866
Emergency Social Services	9,827	9,450
Public Works Operating	671,294	776,158
Public Works Solid Waste	196,062	197,100
Public Works Water	180,561	183,321
Public Works Sewer	182,910	191,214
Harbour	419,970	423,394
Fire Department	145,531	194,000
Pool	160,841	170,799
Airport	12,731	12,360
Animal Control	21,485	22,000
Building Inspections	9,886	10,000
Campground	34,770	51,700
Cemetary	1,958	2,050
Community Hall	25,250	26,941
Fiscal Expenditures	55,401	56,350
Library	94,982	96,963
Museum/Visitor	17,301	144,914
Old School	112,490	111,590
Other	23,702	2,450
Grants (Local)	26,138	20,500
Total Expenses	2,807,225	3,274,709

The Town has traditionally used surplus to fund capital projects. The operating increase will have an impact on capital projects for 2023 and going forward. Additional funds will be required to continue investing at the current level of spending.

3. NOTES FOR CLARIFICATION OF PROPOSED INCREASED EXPENDITURES:

Notable increases by department:

Note 1: Administration		
New staff - Deputy Corporate Officer and CFO	46,000	<i>Salary and benefits</i>
Election year	10,000	
Total	<u>56,000</u>	

Note 2: Council		
Election year - training for new council	9,000	

Note 3: Economic Development		
New contract position	102,000	
Offset by grant	(70,000)	
Total	<u>32,000</u>	

Note 4: Public Works Operating		
Collective Agreement wage increase	9,000	<i>Decrease in 2021 due to Covid. Expect training to be available again.</i>
Training and travel	2,000	
Possible admin contract position (6 months)	22,000	
Garden Boxes	14,000	<i>New generators require annual servicing. Older equipment will require maintenance.</i>
Vehicle/Equip Parts & Maint	16,000	
Fuel	6,000	<i>Previously classified as capital request now included in operating. Some vehicles and equipment parts will need replacing. eg. Tires</i>
Supplies, materials, and parts	36,000	
Total	<u>105,000</u>	

Note 5: Fire Department			
Computers, radios		3,000	
Turn out gear		9,000	<i>Was a captial request, moved to operating budget.</i>
Small Tools		25,000	<i>Was a captial request, moved to operating budget.</i>
Vehicle/Equip Parts & Maint		8,500	
General		3,500	
Total		<u>49,000</u>	

Note 6: Pool			
Wages		8,000	<i>2021 restricted access due to Covid. Anticipate full opening for 2022 plus Wage increase of 1.5%.</i>
Supplies, uniforms, jackets		2,000	
Total		<u>10,000</u>	

**1.5% wage increase will account for an estimated \$1,400 of the \$8,000 of wages.*

Note 7: Campground			
Public Works Wages		4,000	<i>To bring campground to operational status.</i>
Supplies, materials, and parts		5,000	<i>To bring campground to operational status.</i>
Danger tree removal		8,000	<i>To bring campground to operational status.</i>
Total		<u>17,000</u>	

Note 8: Museum/Visitor Centre			
New staff and program for 2022		127,000	
TOTAL		<u>405,000</u>	

4. SUMMARY OF RESERVES AND SURPLUSES:

The Town maintains two reserve funds: Statutory and Non-statutory.

Statutory Reserves are established through Bylaw No. 667, 2016.

Non-statutory Reserves have been allocated for future capital projects which are not dictated by bylaws and may be allocated to other projects than originally intended.

	Amount	Committed	2022 Proposed Budget	Balance	
Statutory Reserves					
Reserve - Capital Priority BL667	81,215			81,215	
Reserve - Fire Dept BL 667	128,086			128,086	
Reserve - Harbour BL 667	255,000	(255,000)			Municipal Ramp - P Dock (2020)
Reserve - NCIF BL 667	1,871,069			1,871,069	
Reserve - PW Equip. BL 667	135,337			135,337	
Reserve - Sale of Land BL667	279,355			279,355	
Reserve - Stormwater BL 667	146,646		(100,000)	46,646	Haddington/Quatsino storm sewer upgrade
Total	2,896,708	(255,000)	(100,000)	2,541,708	
Non-Statutory Reserves					
Reserve - Beach Drive	133,128			133,128	
Reserve - FD Funds (Drag Race)	5,322			5,322	
Reserve - General	200,435			200,435	
Reserve - Covid Recovery Funds	827,623	(122,040)		705,583	
Reserve - Old School Repair/Demo	200,000			200,000	
Reserve - Pool	168,200			168,200	
Reserve - Road & Sidewalks	305,782		(80,000)	225,782	New sidewalk installation - Phase 3
Total	1,840,490	(122,040)	(80,000)	1,638,450	
Surplus (Deficit)					
Harbour Surplus (Deficit)	(49,891)			(49,891)	
Solid Waste Surplus (Deficit)	(15,109)			(15,109)	
Water Surplus (Deficit)	(87,926)			(87,926)	
Sewer Surplus (Deficit)	538,855		(180,000)	358,855	Sanitary sewer repairs
General Surplus (Deficit)	675,563		(160,000)	515,563	Haddington/Quatsino storm sewer upgrade
Total	1,061,493		(340,000)	721,493	
TOTAL	5,798,691	(377,040)	(520,000)	4,901,651	

5. CAPITAL REQUESTS:

From the Budget Meeting of February 17, 2022, it was recommended that capital expenditures for 2022 not exceed \$600,000

The quote for accessories for the new fire truck will be received by Wednesday, March 30, 2022, and will be presented at the meeting.

Security cameras for the Harbour have been identified as a Must Do.

The airport well seal and upgrade, and well rehabilitation have also been identified as a Must Do.

With these changes the capital requests exceed the \$600,000 by approximately \$87,000.

Attached is an updated capital requests schedule with notes from the previous budget meeting and Ideas from Mayor and Council.

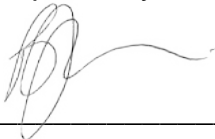
6. FIVE-YEAR PROPOSED OPERATING BUDGET 2022 - 2026:

Revenues	2022 Proposed	2023	2024	2025	2026
Municipal Tax	1,534,429	1,565,118	1,596,420	1,628,349	1,660,916
Public Works Operating	2,000	2,000	2,000	2,000	2,000
Public Works Solid Waste	215,841	220,157	224,561	229,052	233,633
Public Works Water	295,319	301,226	307,250	313,395	319,663
Public Works Sewer	390,490	398,300	406,266	414,392	422,679
Payments in Lieu	51,073	52,094	53,136	54,199	55,283
Harbour	538,800	549,576	560,568	571,779	583,214
Fire Department	52,000	52,000	52,000	52,000	52,000
Pool	35,000	35,000	35,000	35,000	35,000
Campground	55,000	55,000	55,000	55,000	55,000
Other	134,400	134,400	134,400	134,400	134,400
Rentals	56,950	58,000	58,000	58,000	58,000
Penalties & Interest	21,500	21,500	21,500	21,500	21,500
Investment Income	45,000	45,900	46,818	47,754	48,709
Unconditional Grants	480,000	480,000	480,000	480,000	480,000
Conditional Grants	1,328,775	700,000	700,000	700,000	700,000
Total Revenues	5,236,578	4,670,272	4,732,919	4,796,820	4,861,998

Expenses	2022 Proposed	2023	2024	2025	2026
Administration	382,327	389,974	397,773	405,729	413,843
Council	87,263	89,008	90,788	92,604	94,456
Economic Development	101,866	103,903	105,981	108,101	110,263
Emergency Social Services	9,450	9,639	9,832	10,028	10,229
Public Works Operating	776,158	791,681	807,514	823,665	840,138
Public Works Solid Waste	197,100	201,042	205,063	209,164	213,347
Public Works Water	183,321	186,987	190,727	194,541	198,432
Public Works Sewer	191,214	195,038	198,939	202,918	206,976
Harbour	423,394	431,862	440,499	449,309	458,295
Fire Department	194,000	197,880	201,838	205,874	209,992
Pool	170,799	174,215	177,700	181,254	184,879
Airport	12,360	12,607	12,859	13,117	13,379
Animal Control	22,000	22,440	22,889	23,347	23,814
Building Inspections	10,000	10,200	10,404	10,612	10,824
Campground	51,700	52,734	53,789	54,864	55,962
Cemetary	2,050	2,091	2,133	2,175	2,219
Community Hall	26,941	27,480	28,029	28,590	29,162
Fiscal Expenditures	56,350	57,477	58,627	59,799	60,995
Library	96,963	98,902	100,880	102,898	104,956
Museum/Visitor	144,914	147,812	150,769	153,784	156,860
Old School	111,590	113,822	116,098	118,420	120,789
Other	2,450	2,499	2,549	2,600	2,652
Grants (Local)	20,500	20,910	21,328	21,755	22,190
Total Expenses	3,274,709	3,340,204	3,407,008	3,475,148	3,544,651

**Subject to change after budget discussions with Council.*

Prepared by:



Brenda Johnson, CPA
CFO

Pete Nelson-Smith
CAO

2022 CAPITAL PROJECTS REQUESTS

SUMMARY BY DEPARTMENT	2022 Requests	Must Do	Nice To Do	Moved to 2023-2027	Possible Grant Funded	Surplus/ Reserve	N/A	Total
ADMIN	8,000	-	5,000	-	-	-	3,000	8,000
COUNCIL	179,000	10,000	89,000	-	-	-	80,000	179,000
FIRE DEPT	124,702	124,702	-	-	-	-	-	124,702
HARBOUR	867,000	67,000	-	800,000	-	-	-	867,000
PUBLIC WORKS	1,993,000	485,000	240,000	875,000	75,000	520,000	28,000	2,223,000
TOTAL	3,171,702	686,702	334,000	1,675,000	75,000	520,000	111,000	3,401,702
CAPITAL BUDGET ALLOWANCE		600,000						
Balance		(86,702)						

DEPARTMENT	PROPOSED CAPITAL PROJECTS	2022 Requests	Must Do	Nice To Do	Moved to 2023-2027	Grant Funded	Surplus/ Reserve	N/A	Total	Suggested Surplus or Reserve	
ADMIN	Replacement Windmill (possibly solar?)	5,000		5,000					5,000		
	New phone system	3,000						3,000	3,000	Moving to a new system will be a minimal operational expense	
	Subtotal	8,000	-	5,000		-	-	3,000	8,000		
COUNCIL	Cemetary expansion	65,000		65,000					65,000		
	Town Office repaint	14,000		14,000					14,000		
	Town Office LED lighting conversion	10,000		10,000					10,000		
	Hoy Bay development	10,000	10,000						10,000	Resolution 121/2022 - Motion 32/2022 - Move to Must Do	
	Chamber Reno	80,000						80,000	80,000	Remove per Council at Feb. 17 Budget Meeting (BM)	
	Subtotal	179,000	10,000	89,000	-	-	-	80,000	179,000		
FIRE DEPT	Accessories for new Fire Truck	49,202	49,202						49,202	Getting quote from pumper truck supplier	
	Training Ground improvements\lumber for training props	57,000	57,000						57,000	Need to train to Interior standards. Outstanding capital item for many years.	
	Exhaust Brake Parts	3,500	3,500						3,500	Safety	
	Enclosed Cargo Trailer	15,000	15,000						15,000	Needed to get supplies to fires	
	Subtotal	124,702	124,702	-	-	-	-	-	124,702		
HARBOUR	E & O Dock Replacement (Construction and Installation)	700,000			700,000				700,000		
	Security Cameras	35,000	35,000						35,000		
	Harbour Office and Visitor Centre Renovations Phase 1	100,000			100,000				100,000	Question to Council - Will Covid Recovery Funds be allocated to this?	
	Harbour Dock repairs for insurance purposes	32,000	32,000						32,000		
	Fishing Float									Resolution 121/2022 - Motion 33/2022 - Add to Nice to Do	
	Subtotal	867,000	67,000	-	800,000	-	-	-	867,000		
PUBLIC WORKS	Beach Drive legal - Phase 3	100,000	100,000						100,000		
	Schoolhouse Creek tree removal	35,000	35,000						35,000	Safety	
	New sidewalk installation - Phase 3	80,000					80,000		80,000	Road and Sidewalk Maintenance Reserve	
	Town office Front Door	25,000				25,000			25,000	Grant funding?	
	Water system upgrade	875,000			875,000					875,000	Grant funding - Application has been submitted
		100,000	330,000							330,000	Engineering - \$230 K deferred to 2023
	Sanitary sewer repairs	180,000					180,000		180,000	Sewer surplus	
	Haddington/Quatsino storm sewer upgrade	260,000					260,000		260,000	Stormwater BL 667 & General surplus	
	Water Chlorination Study	30,000				30,000			30,000	Grant funding?	
	Airport Well seal and upgrade, and well rehabilitation	20,000	20,000						20,000	Identified as a priority Mar 17	
	Swimming Pool surge tank lining	10,000		10,000					10,000		
	Steam Donkey repairs	20,000				20,000			20,000	Grant funding? (Heritage, tourism) or covid recovery	
	Pumper #1 enclosure	30,000		30,000					30,000		
	Storm sewer reserve	100,000		100,000					100,000	Resolution 121/2022 - Motion 35/2022 - move to Nice to Do	
	Sanitary sewer reserve	100,000		100,000					100,000	Resolution 121/2022 - Motion 35/2022 - move to Nice to Do	
	Campground danger tree removal	8,000						8,000	8,000	Moved to operational budget	
	Fire Access - Kingcome apartments	20,000						20,000	20,000	Remove per Council at Feb. 17 Budget Meeting (BM)	
Subtotal	1,993,000	485,000	240,000	875,000	75,000	520,000	28,000	2,223,000			
TOTAL CAPITAL EXPENDITURES	3,171,702	686,702	334,000	1,675,000	75,000	520,000	111,000	3,401,702			

INFORMATION

STAFF REPORT



To: Pete Nelson-Smith, CAO

Meeting Date: March 22nd, 2022

From: Julian Allen, Public Works Manager

Subject: Fishing float

PURPOSE:

To update Mayor and Council on the feasibility of a fishing float.

BACKGROUND:

Mayor and Council directed staff to present them with a cost estimate and a possible location of a fishing float within the Municipal Harbour.

KEY POINTS DEFINED:

Discussions with contractors on the design and costs of an appropriate fishing float for use within the Harbour have resulted in a wide variety of options which could apply. The size, shape, materials used, and location all influence the cost of a float, however, at this time a figure between \$25,000 and \$40,000 would be anticipated for a high-quality fishing float built to last many years.

The Harbour Advisory Group discussed the fishing float and possible locations for it. It is the collective decision of the Harbour Advisory Group that due to currents, tides, weather conditions and vessel traffic, that there is not a suitable location for a floating dock for recreational fishing in the harbour.

Upon further discussions, it was suggested that an alternative would be a Pier and walkway for fishing. This would also work well into the Active Transportation Plan. This came about because of the amount of people that (illegally) fish off the breakwater near the MOT Wharf by BC Ferries. This breakwater could be extended and have a Pier or walkway added to it for the purpose of recreational fishing. This would also allow the breakwater to be reenforced and extended to better protect the harbour, while preventing illegal trespassing and safety concerns of those currently fishing in this location.

STATUS:

Presently waiting for detailed designs and quotes for fishing floats from contractors while also exploring some cost-effective options such as repurposing materials.

RECOMMENDATION:

That Council receive this report for information purposes and that when more detailed examples with more accurate costing associated with them are obtained that these options are to be presented to Council.

CONCLUSION:

That Council please review this report for information.

Prepared by:

Julian Allen
Public Works Manager

Pete Nelson-Smith
CAO