



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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1:00 PM Special Meeting of Council, Tuesday, March 15th, 2022

AGENDA

- 1. ADOPT AGENDA**
- 2. FINANCE**
F-1—Preliminary 2022 Budget Discussion
- 3. ADJOURNMENT**

General Ledger	Description	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
10-1-89-10-72	NDIT - MISC GRANTS	0	-	24,569				
10-1-89-10-81	Investing In Canada Infrastructure Program			1,046,000	1,366,161	100,000		
10-1-59-20-00	MISC Grants Receivables for YE							
10-1-75-10-11	Housing Needs Assessment	0	-	-				
10-1-89-10-45	Small Craft Harbour Grant	0	-	-				
10-1-89-10-65	Covid Restart Grant - Provincial	-106400	80,000	68,000	-	-	-	-
10-1-89-10-85	UBCM CWPP	0	25,000					
* TOTAL Conditional Transfers		-481600	584,968	2,587,527	2,177,313	1,128,128	184,012	149,012
10-1-92-10-00	Transfers From Reserves	0	-	11,084	-	-	-	-
	Transfer from Deferred Revenue							
	Transfer from Rec Reserve							
	Transfer from Community Works Fund							
	Transfer from Industrial Road Reserve							
	Transfer from Boat Launch amm fund							
* TOTAL Reserves		0	-	11,084	-	-	-	-
10-1-98-10-00	Taxes - School Residential	-74928	80,198	75,000	75,000	75,000	75,000	75,000
10-1-98-10-10	Taxes - School Non-residential	-12556	27,702	27,000	27,000	27,000	27,000	27,000
10-1-98-20-00	Taxes - NCRD	-35151	36,141	36,000	36,000	36,000	36,000	36,000
10-1-98-20-20	Taxes - NW Regional Hospital	-21916	22,709	22,000	22,000	22,000	22,000	22,000
10-1-98-20-30	Taxes- Police	-14801	14,949	15,000	15,000	15,000	15,000	15,000
10-1-98-30-10	Taxes - BCAA	-1570	1,660	2,000	2,000	2,000	2,000	2,000
10-1-98-30-20	Taxes - MFA	-8	7	10	10	10	10	10
10-1-98-40-00	Taxes - VIRL	-10677	10,677	11,500	11,500	11,500	11,500	11,500
* TOTAL Collections for Other Ag		-171607	194,043	188,510	188,510	188,510	188,510	188,510
** Total Revenues		-1363912	1,442,434	3,456,476	3,038,378	1,994,193	1,050,077	1,019,077
10-2-11-10-00	Council Remuneration	17000	17,476	17,000	34,000	34,000	34,000	34,000
10-2-11-10-10	Council Training Expense	3000	375	1,000	2,500	1,000	1,000	1,000
10-2-11-10-20	Council Travel	1500	-	3,500	3,300	5,000	3,300	3,300
10-2-11-10-30	Council Benefits Expense	750	854	1,000	1,000	1,000	1,000	1,000
10-2-11-10-40	Council Membership Expense	1200	1,030	1,200	1,200	1,200	1,200	1,200
10-2-11-10-50	Council Grants Awarded	7700	7,200	9,600	7,200	7,200	7,200	7,200
10-2-11-10-60	Council Initiatives			1,000	1,000	1,000	1,000	1,000
* TOTAL Legislative Expenses		31150	26,935	34,300	50,200	50,400	48,700	48,700
10-2-12-10-00	Administrative Wages	125000	115,365	185,000	190,000	195,000	200,000	205,000
10-2-12-10-01	Consultants	70000	62,281	45,000	25,000	25,000	25,000	25,000
10-2-12-10-10	Administrative Benefits	25000	22,279	33,000	33,000	33,000	33,000	33,000
10-2-69-00-00	Misc. - NDIT Grant Writer expense	12000	12,595	12,600	12,600	12,600	12,600	12,600
10-2-12-10-20	Administrative Travel	1000	521	3,500	3,500	3,500	3,500	3,500
10-2-12-10-21	Moving & Interview Travel Expense	16000	7,204	20,000	-			
10-2-12-10-25	Training	9000	1,075	12,000	12,000	12,000	12,000	12,000
10-2-12-10-30	Membership Fees	2000	1,815	1,800	1,800	1,800	1,800	1,800
10-2-12-10-40	Audit & Accounting Expense	9000	9,700	11,000	11,000	11,000	11,000	11,000
10-2-12-10-50	Legal Expense	8000	17,514	10,000	5,000	5,000	5,000	5,000
10-2-12-11-00	Office Supplies	4000	3,052	3,000	3,000	3,000	3,000	3,000
10-2-12-11-10	Website Fees	200	283	2,000	500	500	500	500
10-2-12-11-20	Computer Software Expenses	9000	9,587	10,000	10,000	10,000	10,000	10,000
10-2-12-11-30	Adminstrative Operating Costs	8000	2,729	4,000	4,000	4,000	4,000	4,000
10-2-12-11-40	Supplies - Council	500	3,427	13,000	13,000	13,000	13,000	13,000
10-2-12-11-50	Advertising	5000	1,932	2,200	2,200	2,200	2,200	2,200
10-2-12-11-60	Postage Expense	1750	2,147	2,500	2,500	2,500	2,500	2,500
10-2-12-11-70	Misc. - Tax Sale Expenses	500	-	500	500	500	500	500
10-2-12-13-00	Elections Expense	5000	-	5,000	-	-	-	5,000
10-2-12-14-10	Custodian's Wages	8000	7,056	8,000	8,000	8,000	8,000	8,000
10-2-12-14-30	General Insurance Expense	18000	19,965	20,000	20,000	20,000	20,000	20,000
10-2-12-10-16	Loss on disposal of fixed assets	0	-	-				

General Ledger	Description	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
10-2-12-10-26	YTD corrections from prior years	0	404	-				
* TOTAL General Administration		336950	300,931	404,100	357,600	362,600	367,600	377,600
10-2-24-60-00	FD - Training	4000	-	6,000	4,000	4,000	4,000	4,000
10-2-24-60-10	FD - Fire Fighters	500	-	500	500	500	500	500
10-2-24-70-00	FD - R & M	12000	7,076	7,000	7,000	7,000	7,000	7,000
10-2-24-70-01	FD - R & M Bldg	4500	7,084	5,000	5,000	5,000	5,000	5,000
10-2-24-70-10	Firehall Utilities	12500	10,374	13,000	13,000	13,000	13,000	13,000
10-2-24-70-20	FD - License & Insurance	4000	3,635	3,750	3,750	3,750	3,750	3,750
10-2-24-80-00	FD - Equipment	8500	9,986	8,500	8,500	8,500	8,500	8,500
10-2-24-80-10	FD - Fuel	1500	716	1,000	1,000	1,000	1,000	1,000
10-2-24-90-00	Firehall Janitorial	5000	4,223	5,000	5,000	5,000	5,000	5,000
10-2-24-90-10	Weight Room	1600	3,008	2,000	2,000	2,000	2,000	2,000
* TOTAL Fire Department		54100	46,101	51,750	49,750	49,750	49,750	49,750
10-2-25-00-00	Misc - Emergency Commission	2000	1,516	3,000	2,500	2,500	2,500	2,500
10-2-25-00-20	Emergency Operations Center Expense	20000	5,549	-				
10-2-25-00-10	Misc - Emergency Grant Expense		-					
* TOTAL Emergency Services		22000	7,065	3,000	2,500	2,500	2,500	2,500
10-2-19-00-00	Misc. - PW Shed Utilities	1000	897	1,000	1,000	1,000	1,000	1,000
10-2-31-00-00	Common Services - Wages	35000	25,987	35,000	35,000	35,000	35,000	35,000
10-2-31-00-10	Common Services - Benefits	8050	5,986	6,000	6,000	6,000	6,000	6,000
10-2-31-00-20	Common Services - Misc	1000	1,713	1,000	1,000	1,000	1,000	1,000
10-2-31-30-00	Training - Public Works General	2000	-	3,000	3,000	3,000	3,000	3,000
* TOTAL Common Services		47050	34,582	46,000	46,000	46,000	46,000	46,000
10-2-34-00-00	Wharf - Wages	1000	1,149	4,000	4,000	4,000	4,000	4,000
10-2-34-00-10	Wharf - Benefits	200	210	720	720	720	720	720
10-2-34-00-12	Wharf Insurance	2000	1,421	2,000	2,000	2,000	2,000	2,000
10-2-34-00-15	Wharf Hydro	400	223	400	400	400	400	400
10-2-34-00-20	Wharf - Maintenance	8000	2,057	3,000	3,000	3,000	3,000	3,000
* TOTAL Wharf		11600	5,060	10,120	10,120	10,120	10,120	10,120
10-2-34-00-40	Small Craft Harbour - Hydro Expense	8000	7,076	8,000	8,000	8,000	8,000	8,000
10-2-34-00-60	Small Craft Harbour - Legal Expenses	500	-	500	500	500	500	500
10-2-34-00-70	Small Craft Harbour- Maintenance	5000	3,391	7,000	7,000	7,000	7,000	7,000
10-2-34-00-71	Boat Launch and parking lot	1200	-	1,200	1,200	1,200	1,200	1,200
* TOTAL Small Craft Harbour		14700	10,467	16,700	16,700	16,700	16,700	16,700
10-2-12-99-60	Public Works Truck	2500	670	1,000	1,100	1,200	1,300	1,400
10-2-31-90-00	Common Services - Fuel	2000	1,638	2,000	2,000	2,000	2,000	2,000
10-2-31-90-10	Public Work's Truck Insurance	3000	613	750	750	750	750	750
10-2-31-90-20	Tractor Insurance	550	288	300	300	300	300	300
10-2-31-90-21	Tractor Expense	1000	629	1,000	1,000	1,000	1,000	1,000
10-2-32-31-00	Street Maintenance	20000	20,935	15,000	15,000	15,000	15,000	15,000
10-2-32-37-00	Street Sanding	4000	5,352	5,000	5,000	5,000	5,000	5,000
10-2-32-37-10	Industrial Road Maintenance	6000	4,019	5,000	5,000	5,000	5,000	5,000
10-2-32-37-20	Ditching	6000	936	6,000	6,000	6,000	6,000	6,000
10-2-32-50-00	Hydro - Street Lights	16000	18,038	18,000	18,000	18,000	18,000	18,000
10-2-32-90-00	Tools & Equipment	8000	9,008	8,000	8,000	8,000	8,000	8,000
10-2-71-89-40	Brushing Operating Expense	2000	1,862	2,000	2,000	2,000	2,000	2,000
* TOTAL Roads		71050	63,986	64,050	64,150	64,250	64,350	64,450
10-2-43-00-00	Common Services - Garbage Expense	0	-	-				
10-2-43-00-10	Garbage Tags / Dumpster Fees	15000	14,902	-				
* TOTAL Environmental Health		15000	14,902	-	-	-	-	-
10-2-52-00-00	Clinic R&M	2000	4,698	3,000	3,000	3,000	3,000	3,000
10-2-72-50-00	Ambulance O&M	1500	3,871	1,500	1,500	1,500	1,500	1,500

General Ledger	Description	2021 Budget	2021 Actual Est.	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
*	TOTAL Environmental Development	3500	8,570	4,500	4,500	4,500	4,500	4,500
10-2-12-71-00	Mowing expense	4000	1,802	4,500	4,500	4,500	4,500	4,500
10-2-12-71-01	Mower Insurance	540	374	400	400	400	400	400
10-2-12-71-10	Community Park Washrooms	600	11	1,000	1,000	1,000	1,000	1,000
10-2-12-99-35	MUSEUM GRANT	3000	3,000	3,000	3,000	3,000	3,000	3,000
10-2-71-21-00	Community Hall Grounds Keeping	500	527	500	500	500	500	500
10-2-71-89-00	Community Park O & M	17500	10,667	14,000	11,000	11,000	11,000	11,000
10-2-71-89-10	Beautification	1500	233	1,000	1,000	1,000	1,000	1,000
10-2-71-89-20	Millenium Park O & M	3800	3,582	4,000	4,000	4,000	4,000	4,000
10-2-71-89-30	Sunset Park O & M	9000	10,164	20,000	20,000	20,000	20,000	20,000
10-2-71-89-45	Museum Grounds keeping	3400	2,337	3,000	3,000	3,000	3,000	3,000
10-2-71-89-50	Cemetary	0	49	-	-	-	-	-
10-2-72-50-10	Tourism Expense	6000	2,100	3,000	3,000	3,000	3,000	3,000
10-2-72-91-00	St. Mark's Expense	2500	2,122	2,500	2,500	2,500	2,500	2,500
10-2-75-00-00	Recreation Commission	13500	2,282	12,400	10,000	10,000	10,000	10,000
10-2-75-00-10	Vibrant Community Commission			11,000	3,000	3,000	3,000	3,000
*	TOTAL Parks & Recreation	65840	39,250	80,300	66,900	66,900	66,900	66,900
10-2-71-21-10	MPBC Fuel	6000	5,405	5,500	5,500	5,500	5,500	5,500
10-2-71-21-11	Library o+m	4000	3,696	3,700	3,700	3,700	3,700	3,700
10-2-71-21-12	MPBC Grounds keeping	6000	5,232	5,500	5,500	5,500	5,500	5,500
10-2-71-21-15	MPBC Utilities	15000	10,222	15,000	15,000	15,000	15,000	15,000
10-2-71-21-20	MPBC Janitorial	5000	5,129	5,000	5,000	5,000	5,000	5,000
10-2-71-21-25	MPBC Insurance	9000	7,622	9,000	9,000	9,000	9,000	9,000
10-2-71-21-30	Biomass Expenses	20000	18,393	20,000	20,000	20,000	20,000	20,000
*	TOTAL MPBC Operating Expenses	65000	55,700	63,700	63,700	63,700	63,700	63,700
10-2-81-90-00	General Service Charges	1600	1,189	1,500	1,500	1,500	1,500	1,500
10-2-81-90-10	Bad Debts Expense	500	820	500	500	500	500	500
10-2-81-90-20	Till Over/Short	0	100	-				
*	TOTAL Debt Services	2100	2,109	2,000	2,000	2,000	2,000	2,000
10-2-81-90-30	Transfer to/from Reserves	0	-				35,000	1,196,533
*	TOTAL Contributions to Reserve	0	-	-	-	-	35,000	1,196,533
10-2-12-99-11	NDI Economic Dev Fund	50000	100,000	50,000	50,000	50,000	50,000	50,000
10-2-12-99-16	Misc - GRANTS	240000	240,321	1,436,106	832,661	100,000		
10-2-12-99-30	Misc. - GT - Community Events & Holidays	15000	14,089	16,000	16,000	16,000	16,000	16,000
10-2-69-00-10	Misc - NDI Misc Grants Expense	0	-	24,569				
10-2-12-99-66	Housing Needs Assessment	0	-	-				
10-2-12-99-50	Investing In Canada Infrastructure Proqram		2,500	1,046,000	1,012,161			
10-2-12-99-14	MISC Project Quotes			26,000				
*	TOTAL Grants & Misc	305000	356,910	2,598,675	1,910,822	166,000	66,000	66,000
10-2-28-19-40	Amortized Asset Expense	126000	137,889	137,889	137,889	137,889	137,889	137,889
*	TOTAL Amortized Asset	126000	137,889	137,889	137,889	137,889	137,889	137,889
10-2-84-10-00	Taxes - NCRD	35151	36,142	36,000	36,000	36,000	36,000	36,000
10-2-84-20-00	Taxes - VIRL	11023	10,677	11,500	11,500	11,500	11,500	11,500
10-2-84-20-10	Taxes-Police	14801	14,949	15,000	15,000	15,000	15,000	15,000
10-2-88-11-00	Taxes - School Residential	74928	80,201	75,000	75,000	75,000	75,000	75,000
10-2-88-11-10	Taxes - School Non-residential	12556	27,702	27,000	27,000	27,000	27,000	27,000
10-2-88-20-10	Taxes - NW Regional Hospital	21916	22,710	22,000	22,000	22,000	22,000	22,000
10-2-88-30-00	Taxes - BCAA	1570	1,660	2,000	2,000	2,000	2,000	2,000
10-2-88-30-10	Taxes - MFA	8	-	10	10	10	10	10
10-2-88-40-00	PILT's For Others	0	-					
*	TOTAL Taxes Levied-Other Gov't	171953	194,041	188,510	188,510	188,510	188,510	188,510
**	TOTAL Expenses	1342993	1,304,496	3,705,594	2,971,341	1,231,819	1,170,219	2,341,852

General Ledger	Description	2021 Budget	2021 Actual Est.	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
***P	Surplus/Deficit	-20919	- 137,938	249,118	- 67,037	- 762,374	120,142	1,322,775

Capital Projects Budget						
Use of Funds						
General	2021	2022	2023	2024	2025	2026
Sunset Trail (incl. bridges and bird tower)	\$0	\$50,000	\$49,951	\$0	\$0	\$0
Sunset Park		\$269,746	\$0	\$0	\$0	\$0
Council Approved Projects in Sunset Park		\$75,000				
Public Works Yard & building upgrades	\$31,000	\$55,741	\$0	\$0	\$0	\$0
Firehall Interior Improvement Project	\$21,248	\$5,312	\$0	\$0	\$0	\$0
EOC & Multiplex Generator	\$0	\$0	\$150,000	\$0	\$0	\$0
Clinic		\$22,000	\$17,000	\$0	\$0	\$0
St. Marks		\$4,000	\$0	\$0	\$0	\$0
Seniors Housing Complex	\$0	\$0	\$0	\$0	\$0	\$0
Computer Equipment replacement		\$26,000				
ByPass Road - plan & develop	\$0	\$0	\$0	\$0	\$35,000	\$0
Flail Mower for tractor	\$0	\$16,000	\$0	\$0	\$0	\$0
Plan & Develop M&B Subdivision	\$0	\$0	\$0	\$0	\$0	\$0
Community Park Upgrade		\$137,959	\$0	\$0	\$0	\$0
Seaview Ramp & Platform		\$38,900	\$0	\$0	\$0	\$0
Sub-total General	\$52,248	\$700,658	\$216,951	\$0	\$35,000	\$0
Water						
Well #3		\$175,000	\$0	\$0	\$0	\$0
Chlorine Shed repairs & upgrade	\$50,000		\$30,000	\$0	\$0	\$0
Aesbestos Line Replacement		\$0	\$0	\$0		\$0
Watersystem repair & maintenance						
Sewer						
Lagoon upgrades for compliance		\$1,600,000	\$1,597,871	\$100,000	\$0	\$0
Wastewater pipe upgrades						\$1,196,533
TOTAL REQUIREMENTS	\$102,248	\$2,475,658	\$1,844,822	\$100,000	\$35,000	\$1,196,533
Sources of Funds for Capital Projects						
General						
Gas Tax community works fund	\$0	\$149,754	\$17,000	\$0	\$0	\$0
Gwaii Trust approved	\$52,248	\$65,053	\$0	\$0	\$0	\$0
Canada Community Revitalization Fund		\$101,205				
General Reserves	\$0	\$4,331	\$150,000		\$35,000	\$1,196,533
CERIP Comm Ec Recovery Infra Program		\$269,746				
COVID Restart Grant		\$26,000				
Gwaii Trust		\$10,000		\$0		\$0
FLNRO Rural Comm Dev Grant	\$0	\$50,000	\$49,951		\$0	\$0
NDIT		\$24,569				
Sub-total General	\$52,248	\$700,658	\$216,951	\$0	\$35,000	\$1,196,533
Water						
Water Reserves	\$0	\$0	\$0	\$0	\$0	\$0
NCPG & Other grant	\$0	\$175,000	\$0	\$0		
Gas Tax	\$50,000	\$0	\$0	\$0	\$0	\$0
Sub-Total Water	\$50,000	\$175,000	\$0	\$0	\$0	\$0
Sewer						
Investing in Canada Infrastructure Program		\$1,046,000	\$1,012,161			
NCPG		\$554,000	\$615,710	\$100,000	\$0	\$0
Gas Tax & Other grants						
TOTAL FUNDS PROVIDED	\$102,248	\$2,475,658	\$1,844,822	\$100,000	\$35,000	\$1,196,533

	General Ledger	Description	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
1	40-1-44-00-00	Sewer - User Charges	-31200	-31560	-33000	-33000	-33000	-33000	-33000
2	40-1-49-00-00	Sewer - Frontage Tax	-35700	-35728	-35700	-35700	-35700	-35700	-35700
3		TOTAL Fees & Taxation	-66900	-67288	-68700	-68700	-68700	-68700	-68700
4									
5	40-1-92-90-20	Gas Tax transfers from Prov.							
6	40-1-91-00-00	Sewer - Reserve							
7	40-1-92-90-46	Transfer from reserves	0	0	0	0	0	0	0
8		TOTAL Grants and Transfers	0	0	0	0	0	0	0
9		TOTAL Revenue	-66900	-67288	-68700	-68700	-68700	-68700	-68700
10									
11									
12	40-2-42-10-00	Sewer - Administration Charges	3000	3000	10000	10000	10000	10000	10000
13	40-2-42-10-10	Sewer - Licenses & Permits	850	1082	1050	1050	1050	1050	1050
14	40-2-42-20-00	Sewer Testing Expense	2000	795	2000	2000	2000	2000	2000
15	40-2-42-30-00	Training - Sewer	1000	1262	1200	1200	1200	1200	1200
16	40-2-42-90-00	Sewer - Maintenance Salaries	20500	23677	25000	25000	25000	25000	25000
17	40-2-42-90-20	Sewer - Benefits	4550	5375	5500	5500	5500	5500	5500
18	40-2-42-90-40	Sewer - Utilities Expense	4000	5347	5500	6000	6000	6000	6000
19	40-2-42-90-50	Sewer - Repairs & Maintenance	11000	3922	5000	5000	5000	5000	5000
20	40-2-42-90-60	Sewer - Fuel	1000	1319	2000	2000	2000	2000	2000
21	40-2-42-90-70	Public Work's Truck	1000	2270	1000	1100	1200	1300	1400
22		TOTAL Operating Expenses	48900	48049	58250	58850	58950	59050	59150
23									
24	40-2-42-20-35	Sewage Upgrade	0	0	0	0	0	0	1
25		TOTAL Capital Expenses	0	0	0	0	0	0	1
26									
27	40-2-81-30-00	Sewer - Debenture							
28	40-2-82-21-00	Contribution to Sewer Capital Reserves	0	0	0	0	0	0	1
29	40-2-82-21-01	Amortized asset expense	18000	8428	8500	8500	8500	8500	8500
30		TOTAL Debenture Expenses	18000	8428	8500	8500	8500	8500	8501
31									
32		TOTAL Expenses	66900	56477	66750	67350	67450	67550	67652
33									
34		Surplus/Deficit	0	-10811	-1950	-1350	-1250	-1150	-1048

Draft #1 November 30 2021

General Ledger

	Description	2021 Budget	2021 Actual	2022 Budget	2023 Budget	2024 Budget	2025 Budget	2026 Budget
1	30-1-44-00-00 Water User Charges	-58150	-57685	-62000	-62000	-62000	-62000	-62000
2	30-1-44-10-00 Water - Miscellaneous	-350	-485	-350	-350	-350	-350	-350
3	30-1-49-00-00 Water Frontage Tax	-52600	-52641	-52600	-52600	-52600	-52600	-52600
4	30-1-55-00-00 Water - Past Due Interest Revenue	-2000	-1519	-2000	-2000	-2000	-2000	-2000
5	30-1-91-00-00 Contributions From Capital Reserves	0	0					
6	TOTAL Fees & Taxation Revenue	-113100	-112330	-116950	-116950	-116950	-116950	-116950
7								
8	30-1-62-00-20 Community Work's Fund	0	0					
9	30-1-62-00-25 MRIF Water Treatment	0	0					
10	* TOTAL Grants	0	0	0	0	0	0	0
11	** Total Revenues	-113100	-112330	-116950	-116950	-116950	-116950	-116950
12								
13	30-2-41-10-00 Water - Administration Charges	5000	5055	15000	15000	15000	15000	15000
14	30-2-41-20-00 Water - Testing Expense	800	1016	800	800	800	800	800
15	30-2-41-30-00 Training - Water	2500	508	2000	2000	2000	2000	2000
16	30-2-41-30-10 Water - Maintenance Wages	32000	27163	32000	32000	32000	32000	32000
17	30-2-41-30-20 Water - Maintenance Benefits	7000	6069	7000	7000	7000	7000	7000
18	30-2-41-30-30 Water - Supplies	5500	5320	6600	6600	6600	6600	6600
19	30-2-41-30-40 Public Work's Truck	1000	602	750	750	750	750	750
20	30-2-41-40-00 Water - Repairs & Maintenance Plant	13450	5032	9500	9500	9500	9500	9500
21	30-2-41-40-01 Water-Repairs & Maintenance Distribution	2050	2448	5000	5000	5000	5000	5000
22	30-2-41-40-10 Water - Fuel	1800	2111	2800	2800	2800	2800	2800
23	30-2-41-50-00 Water - Utilities Expense	15000	13652	15500	15500	15500	15500	15500
24	30-2-41-90-20 Water - Licensing	1000	200	500	500	500	500	500
25	Total Expenses	87100	69174	97450	97450	97450	97450	97450
26								
27	30-2-41-10-20 Water Treatment Upgrade							
28	Contribution to Reserves							
29	30-2-82-21-00 Cont. To Water Capital Reserve	0						
30	30-2-82-21-01 Amortized asset expense	26000	17043	19000	19000	19000	19000	19000
31	Total Expenses	113100	86218	116450	116450	116450	116450	116450
32	Surplus / (Deficit)	0	-26112	-500	-500	-500	-500	-500



▶ 2022 Budget

Village of Port Clements



Main Budget Areas

- 01 General - the general operations budget lines
- 02 Sewer - the budget lines for the sewer system
- 03 Water - the budget lines for the water system
- 04 Capital - the capital projects list

These spreadsheets feed into creating the Five Year Financial Plan Bylaw

01 General

- Broken into two main sections of revenue ("10-1") or expense ("10-2") budget lines
- Revenue values are presented as a negative (-\$ XXX.XX) amount, while expenses are a positive (\$XXX.XX) amount in their budget lines.
- Both revenues and expense budget lines are categorized into groups:
 - **Revenue categories:** Taxes, Payment in Lieu of Taxes, Sales of Service, Revenue from Own Sources, Multi Purpose Building Revenue, Unconditional Transfers, Conditional Transfers, Reserves, Collections for Other Agencies.
 - **Expense categories:** Legislative Expenses, General Administration, Fire Department, Emergency Services, Common Services, Wharf, Small Craft Harbour, Roads, Environmental Health, Parks & Recreation, MPBC Operating Expenses, Debt Services, Contributions to Reserve, Grants & Misc, Amortized Asset, Taxes Levied for Other Government Agencies

01 General: Revenue

Taxes		2021 Budget	2021 Actual	2022 Budget	
2	10-1-11-00-00	Property Tax - Municipal	-\$ 114,000.00	-\$ 113,998.00	-\$ 136,000.00
3	TOTAL Taxes		-\$ 114,000.00	-\$ 113,998.00	-\$ 136,000.00
Payment in Lieu of Taxes					
6	10-1-21-00-00	Grant in Lieu - Federal	-\$ 1,700.00	-\$ 1,559.00	-\$ 1,700.00
7	10-1-24-00-00	Grant in Lieu - Hydro	-\$ 5,530.00	-\$ 5,728.00	-\$ 5,000.00
8	10-1-27-00-00	Grant in Lieu - Telus	-\$ 1,500.00	-\$ 1,479.00	-\$ 1,450.00
9	TOTAL Payment in Lieu of Taxes		-\$ 8,730.00	-\$ 8,766.00	-\$ 8,150.00

- "Taxes" is municipal property tax that is collected by the Village for its operations.
- In 2022 the property tax collection is budgeted to return to the 2019 collection amount. In 2020 & 2021 the property tax had been at a reduced amount as a way to offer some relief to commercial & residential property owners during the COVID-19 pandemic. It is not financially sustainable to keep reduced tax collection levels.
- "Payment in Lieu of Taxes" are similar to property taxes, but are collected from property owned or vested in the provincial and federal governments and their associated agencies and crown corporations that are exempt from property taxation.

01 General: Revenue

Sales of Services			2021 Budget	2021 Actual	2022 Budget
11	10-1-13-00-00	Water & Sewer Admin Recovery	-\$ 8,000.00	-\$ 8,000.00	-\$ 25,000.00
12	10-1-15-00-00	Emergency Operations Recovery	-\$ 20,000.00	-\$ 10,054.00	\$ -
13	10-1-32-10-00	Taxes - School Tax Admin Fee	-\$ 2,100.00	-\$ 2,123.00	-\$ 2,100.00
14	10-1-41-10-00	Sales - Photocopies	-\$ 150.00	-\$ 161.55	-\$ 100.00
15	10-1-41-10-10	Sales - Faxes	-\$ 100.00	-\$ 55.00	-\$ 50.00
16	10-1-41-10-20	Sales - Tax Searches & Commissioner	-\$ 375.00	-\$ 680.00	-\$ 600.00
17	10-1-42-10-00	Misc. - Fire Protection Agreement	-\$ 450.00	-\$ 600.00	-\$ 600.00
18	10-1-44-10-00	Sales - Garbage Tags	\$ -	\$ -	\$ -
19	10-1-53-10-20	Rental -Weight Room	\$ -	\$ -	-\$ 1,000.00
20	10-1-71-10-00	Rec Commission Revenue	-\$ 500.00	-\$ 360.00	-\$ 1,000.00
21	10-1-12-99-99	Sales - Village Property	\$ -	-\$ 19,145.00	
22	TOTAL Sales of Service		-\$ 31,675.00	-\$ 41,178.55	-\$ 30,450.00

- "Sales of Services" is a catch-all grouping, mainly including more irregularly used services (ex. at demand basis) that fees are charged for.
- Lines 11, 12, & 13 are administrative services recovery for other areas of operations (water, sewer, emergency operations centre) or for other agencies (School Tax Admin Fee).
- Lines 14, 15, 16, 17, 18, 19 are service fees collected from smaller operations (mainly office services, but includes weightroom and fire protection agreements)
- Line 20 is the Recreation Commission revenue from activities when it charges fees (ex. Movie Night concession)
- Line 21 is revenue generated when Village property is sold, it is not a regular revenue (last year one lot was sold)

01 General: Revenue

Revenue From Own Sources			2021 Budget	2021 Actual	2022 Budget
24	10-1-51-20-00	Sales - Business Licenses	-\$ 1,200.00	-\$ 840.00	-\$ 800.00
25	10-1-51-70-00	Biomass Recovery	-\$ 18,000.00	-\$ 15,775.00	-\$ 15,000.00
26	10-1-53-10-10	Rental - Gym	\$ -	-\$ 150.00	\$ -
27	10-1-53-10-30	Rental - Ambulance	-\$ 7,000.00	-\$ 6,991.26	-\$ 7,000.00
28	10-1-53-10-40	Dog Tag Revenue	\$ -	-\$ 20.00	-\$ 45.00
29	10-1-53-10-50	Rental - St. Marks Church	\$ -	\$ -	\$ -
30	10-1-53-10-70	Rental - Sunset Park Campground	-\$ 500.00	-\$ 2,407.00	-\$ 3,000.00
31	10-1-53-10-80	Rental - CBC Site	-\$ 1,400.00	-\$ 1,700.00	-\$ 1,400.00
32	10-1-53-20-00	Rental - Clinic	-\$ 9,000.00	-\$ 8,135.00	-\$ 9,000.00
33	10-1-53-20-10	Garbage Admin	-\$ 3,800.00	-\$ 1,258.00	-\$ 3,600.00
34	10-1-56-10-00	Property Tax Penalties	-\$ 3,000.00	-\$ 6,195.67	-\$ 3,000.00
35	10-1-56-10-10	Property Tax Arrears Interest	-\$ 1,000.00	-\$ 1,083.00	-\$ 1,000.00
36	10-1-56-10-15	Deliquent Tax Interest	-\$ 200.00	-\$ 135.93	-\$ 200.00
37	10-1-59-90-00	Interest Revenue	-\$ 50,000.00	-\$ 23,294.27	-\$ 23,000.00
38	10-1-59-90-01	Large Wharf fee for use	\$ -	\$ -	\$ -
39	10-1-59-90-10	Small Craft - Electricity Revenue	-\$ 6,000.00	-\$ 7,790.00	-\$ 6,500.00
40	10-1-59-90-20	Small Craft - Fee for Use	-\$ 20,000.00	-\$ 21,890.85	-\$ 20,000.00
41	10-1-53-10-60	Gain on sale of fixed assets	\$ -	-\$ 1,255.00	\$ -
42	10-1-53-10-81	Rental - Telus Tower Site	\$ -	-\$ 10.50	-\$ 10.00
43	TOTAL Revenue From Own Sources		-\$ 121,100.00	-\$ 98,931.48	-\$ 93,555.00

- "Revenue from Own Sources" is a catch-all grouping, mainly for regular recurring (facility rentals, small craft harbour fees, etc) and legislative revenue sources (property tax penalties).

01 General: Revenue

Multipurpose Building Rentals			2021 Budget	2021 Actual	2022 Budget
45	10-1-53-10-11	MPBC Library Revenue	-\$ 10,200.00	-\$ 10,840.00	-\$ 10,200.00
46	10-1-53-10-12	MPBC Space rental	\$ -	-\$ 708.00	-\$ 2,000.00
47	TOTAL Multi Purpose Building R		-\$ 10,200.00	-\$ 11,548.00	-\$ 12,200.00
Unconditional Transfers					
49	10-1-62-10-00	Grants - Small Community Protection	-\$ 425,000.00	-\$ 389,000.00	-\$ 389,000.00
50*	TOTAL Unconditional Transfers		-\$ 425,000.00	-\$ 389,000.00	-\$ 389,000.00

- “Multipurpose Building Rentals” is for rentals on the municipality’s side of the Multiplex Building. It includes more permanent rentals (VIRL) and user group rentals of other spaces (such as the Seniors Room and Council Chambers).
- “Unconditional Transfers” are grant funds we receive that do not have conditions for their use – other grant funds are typically project specific. In this group we have the Small Community Protection grant that is received from the Province automatically and is to enable the Village to afford hiring staff and other key operational aspects in order to be able to operate a Village.

01 General: Revenue

Conditional Transfers			2021 Budget	2021 Actual	2022 Budget
52	10-1-59-10-00	Misc. - Donations	\$ -	\$ -	\$ -
53	10-1-59-10-10	Misc. - NSF & Sundry Charges	\$ -	\$ -	\$ -
54	10-1-59-10-20	Miscellaneous	-\$ 1,200.00	-\$ 7,338.62	-\$ 1,200.00
55	10-1-59-10-30	GRANTS - Northern Capital	\$ -	\$ -	-\$ 729,000.00
56	10-1-75-10-00	Grants - Misc.	-\$ 240,000.00	-\$ 212,410.74	-\$ 496,004.00
57	10-1-89-00-00	Community Works Fund Cond.Transfer	-\$ 66,000.00	-\$ 188,160.00	-\$ 148,754.00
58	10-1-89-10-30	Grants - GT - Community Events & Holiday	-\$ 10,000.00	-\$ 14,059.33	-\$ 16,000.00
59	10-1-89-10-20	GT Community Innovations Grant	\$ -	\$ -	\$ -
60	10-1-89-10-70	Grants - NDI Proposal Writer	-\$ 8,000.00	-\$ 8,000.00	-\$ 8,000.00
61	10-1-89-10-71	Economic Dev. Fund	-\$ 50,000.00	-\$ 50,000.00	-\$ 50,000.00
63	10-1-89-10-72	NDIT - MISC GRANTS	\$ -	\$ -	\$ 24,569.00
64	10-1-89-10-81	Investing In Canada Infrastructure Program			-\$ 1,046,000.00
65	10-1-56-10-72	NDIT MISC Grant	\$ -	\$ -	-\$ -
66	10-1-59-20-00	MISC Grants Receivables for YE			
67	10-1-75-10-11	Housing Needs Assessment	\$ -	\$ -	\$ -
68	10-1-89-10-45	Small Craft Harbour Grant	\$ -	\$ -	\$ -
69	10-1-89-10-65	Covid Restart Grant - Provincial	-\$ 106,400.00	-\$ 80,000.00	-\$ 68,000.00
70	10-1-89-10-85	UBCM CWPP	\$ -	-\$ 25,000.00	
71*	TOTAL Conditional Transfers		-\$ 481,600.00	-\$ 584,968.44	-\$ 2,587,527.00

- "Conditional Transfers" are grants funds received that have conditions for use. Typically these are grants that have to be applied for to a funding body via application for specific projects/issues, and have timeline, eligibility and uses for the funds requirements. Some of the Provincial grants received do not require application, but have reporting requirements and other timeline/use requirements.

01 General: Revenue

Reserves			2021 budget	2021 Actual	2022 Budget
73	10-1-92-10-00	Transfers From Reserves	\$ -	\$ -	-\$ 11,084
74		Transfer from Deferred Revenue			
75		Transfer from Rec Reserve			
76		Transfer from Gas Tax Fund			
77		Transfer from Industrial Road Reserve			
78		Transfer from Boat Launch amm fund			
79*	TOTAL Reserves		\$ -	\$ -	-\$ 11,084
Collections for Other Agencies					
81	10-1-98-10-00	Taxes - School Residential	-\$ 74,928.00	-\$ 80,198.00	-\$ 75,000.00
82	10-1-98-10-10	Taxes - School Non-residential	-\$ 12,556.00	-\$ 27,702.00	-\$ 27,000.00
83	10-1-98-20-00	Taxes - NCRD	-\$ 35,151.00	-\$ 36,141.00	-\$ 36,000.00
84	10-1-98-20-20	Taxes - NW Regional Hospital	-\$ 21,916.00	-\$ 22,709.00	-\$ 22,000.00
85	10-1-98-20-30	Taxes- Police	-\$ 14,801.00	-\$ 14,949.00	-\$ 15,000.00
86	10-1-98-30-10	Taxes - BCAA	-\$ 1,570.00	-\$ 1,660.00	-\$ 2,000.00
87	10-1-98-30-20	Taxes - MFA	-\$ 8.00	-\$ 7.47	-\$ 10.00
88	10-1-98-40-00	Taxes - VIRL	-\$ 10,677.00	-\$ 10,677.00	-\$ 11,500.00
89*	TOTAL Collections for Other Agencies		-\$ 171,607.00	-\$ 194,043.00	-\$ 188,510.00

- "Reserves" in revenue are when the Village is withdrawing on reserve accounts/savings accounts, and usually happens if there is a deficit budget. In local government the term 'reserves' means dedicated reserves established by bylaw, however, it appears that the Village has been referring to general savings (not established by bylaw into reserves) as 'reserves' as many of the budget line 'reserves' are not reserves, just savings. The Village has to withdraw money from the reserves to balance the 2022 budget.
- "Collections from Other Agencies" refers to the property tax that is collected by the Village on behalf of other taxing authorities. These organizations do not finalize their property tax requisition requests until the end of April, so the numbers in the budget are placeholders.

01 General: Expense

Legislative Expenses			2021 Budget	2021 Actual	2022 Budget
93	10-2-11-10-00	Council Remuneration	\$ 17,000.00	\$ 17,476.00	\$ 17,000.00
94	10-2-11-10-10	Council Training Expense	\$ 3,000.00	\$ 375.00	\$ 1,000.00
95	10-2-11-10-20	Council Travel	\$ 1,500.00	\$ -	\$ 3,500.00
96	10-2-11-10-30	Council Benefits Expense	\$ 750.00	\$ 853.90	\$ 1,000.00
97	10-2-11-10-40	Council Membership Expense	\$ 1,200.00	\$ 1,030.00	\$ 1,200.00
98	10-2-11-10-50	Council Grants Awarded	\$ 7,700.00	\$ 7,200.00	\$ 9,600.00
99	10-2-11-10-60	Council Initiatives			\$ 1,000.00
100*	TOTAL Legislative Expenses		\$ 31,150.00	\$ 26,934.90	\$ 34,300.00

- “Legislative Expenses” is a grouping of Council expenses (Council is the legislative body of the Village).
- This includes remuneration, training, travel expenses as well as Council Grants Awarded (ex. the grant committed to Haida Gwaii Mental Health & Addictions Advisory Committee, and the Student Bursary) as well as a new ‘Council Initiatives’ budget line.

01 General: Expense

General Administration			2021 Budget	2021 Actual	2022 Budget
102	10-2-12-10-00	Administrative Wages	\$ 125,000.00	\$ 115,365.00	\$ 185,000.00
103	10-2-12-10-01	Consultants	\$ 70,000.00	\$ 62,281.00	\$ 45,000.00
223	10-2-12-10-10	Administrative Benefits	\$ 25,000.00	\$ 22,279.00	\$ 33,000.00
104	10-2-69-00-00	Misc. - NDI Grant Writer expense	\$ 12,000.00	\$ 12,595.00	\$ 12,600.00
105	10-2-12-10-20	Administrative Travel	\$ 1,000.00	\$ 521.00	\$ 3,500.00
106	10-2-12-10-21	Moving & Interview Travel Expense	\$ 16,000.00	\$ 7,204.00	\$ 20,000.00
107	10-2-12-10-25	Training	\$ 9,000.00	\$ 1,075.00	\$ 12,000.00
108	10-2-12-10-30	Membership Fees	\$ 2,000.00	\$ 1,815.00	\$ 1,800.00
109	10-2-12-10-40	Audit & Accounting Expense	\$ 9,000.00	\$ 9,700.00	\$ 11,000.00
110	10-2-12-10-50	Legal Expense	\$ 8,000.00	\$ 17,514.00	\$ 10,000.00
111	10-2-12-11-00	Office Supplies	\$ 4,000.00	\$ 3,052.00	\$ 3,000.00
112	10-2-12-11-10	Website Fees	\$ 200.00	\$ 283.00	\$ 2,000.00
113	10-2-12-11-20	Computer Software Expenses	\$ 9,000.00	\$ 9,587.00	\$ 10,000.00
114	10-2-12-11-30	Administrative Operating Costs	\$ 8,000.00	\$ 2,729.00	\$ 4,000.00
115	10-2-12-11-40	Supplies - Council	\$ 500.00	\$ 3,427.00	\$ 13,000.00
116	10-2-12-11-50	Advertising	\$ 5,000.00	\$ 1,932.00	\$ 2,200.00
117	10-2-12-11-60	Postage Expense	\$ 1,750.00	\$ 2,147.00	\$ 2,500.00
118	10-2-12-11-70	Misc. - Tax Sale Expenses	\$ 500.00	\$ -	\$ 500.00
119	10-2-12-13-00	Elections Expense	\$ 5,000.00	\$ -	\$ 5,000.00
121	10-2-12-14-10	Custodian's Wages	\$ 8,000.00	\$ 7,056.00	\$ 8,000.00
122	10-2-12-14-30	General Insurance Expense	\$ 18,000.00	\$ 19,965.00	\$ 20,000.00
123	10-2-12-10-16	Loss on disposal of fixed assets	\$ -	\$ -	\$ -
124	10-2-12-10-26	YTD corrections from prior years	\$ -	\$ 404.00	\$ -
125*	TOTAL General Administration		\$ 336,950.00	\$ 300,931.00	\$ 404,100.00

- “General Administration” is a catch-all group for administrative operating costs. This includes wages, training and benefit costs of administrative employees, as well as other operational costs incurred for the Village.

01 General: Expense

Fire Department			2021 Budget	2021 Actual	2022 Budget
127	10-2-24-60-00	FD - Training	\$ 4,000.00	\$ -	\$ 6,000.00
128	10-2-24-60-10	FD - Fire Fighters	\$ 500.00	\$ -	\$ 500.00
129	10-2-24-70-00	FD - R & M	\$ 12,000.00	\$ 7,076.00	\$ 7,000.00
130	10-2-24-70-01	FD - R & M Bldg	\$ 4,500.00	\$ 7,084.00	\$ 5,000.00
131	10-2-24-70-10	Firehall Utilities	\$ 12,500.00	\$ 10,374.00	\$ 13,000.00
132	10-2-24-70-20	FD - License & Insurance	\$ 4,000.00	\$ 3,635.00	\$ 3,750.00
133	10-2-24-80-00	FD - Equipment	\$ 8,500.00	\$ 9,986.00	\$ 8,500.00
134	10-2-24-80-10	FD - Fuel	\$ 1,500.00	\$ 716.00	\$ 1,000.00
135	10-2-24-90-00	Firehall Janitorial	\$ 5,000.00	\$ 4,223.00	\$ 5,000.00
136	10-2-24-90-10	Weight Room	\$ 1,600.00	\$ 3,008.00	\$ 2,000.00
137*	TOTAL Fire Department		\$ 54,100.00	\$ 46,101.00	\$ 51,750.00
Emergency Services					
139	10-2-25-00-00	Misc - Emergency Commission	\$ 2,000.00	\$ 1,516.00	\$ 3,000.00
140	10-2-25-00-20	Emergency Operations Center Expense	\$ 20,000.00	\$ 5,549.00	\$ -
141	10-2-25-00-10	Misc - Emergency Grant Expense		\$ -	
142*	TOTAL Emergency Services		\$ 22,000.00	\$ 7,065.00	\$ 3,000.00

- "Fire Department" is mainly expenses for operating a Fire Department service, but has budget lines for the weightroom included as its in the Fire Hall.
- "Emergency Services" are expenses for the Emergency Management Commission and if an Emergency Operations Centre was activated.

01 General: Expense

Common Services			2021 Budget	2021 Actual	2022 Budget
144	10-2-19-00-00	Misc. - PW Shed Utilities	\$ 1,000.00	\$ 897.00	\$ 1,000.00
145	10-2-31-00-00	Common Services - Wages	\$ 35,000.00	\$ 25,987.00	\$ 35,000.00
146	10-2-31-00-10	Common Services - Benefits	\$ 8,050.00	\$ 5,986.00	\$ 6,000.00
147	10-2-31-00-20	Common Services - Misc	\$ 1,000.00	\$ 1,713.00	\$ 1,000.00
148	10-2-31-30-00	Training - Public Works General	\$ 2,000.00	\$ -	\$ 3,000.00
149*	TOTAL Common Services		\$ 47,050.00	\$ 34,582.00	\$ 46,000.00
Wharf					
151	10-2-34-00-00	Wharf - Wages	\$ 1,000.00	\$ 1,149.00	\$ 4,000.00
152	10-2-34-00-10	Wharf - Benefits	\$ 200.00	\$ 210.00	\$ 720.00
153	10-2-34-00-12	Wharf Insurance	\$ 2,000.00	\$ 1,421.00	\$ 2,000.00
154	10-2-34-00-15	Wharf Hydro	\$ 400.00	\$ 223.00	\$ 400.00
155	10-2-34-00-20	Wharf - Maintenance	\$ 8,000.00	\$ 2,057.00	\$ 3,000.00
156*	TOTAL Wharf		\$ 11,600.00	\$ 5,060.00	\$ 10,120.00
Small Craft Harbour					
158	10-2-34-00-40	Small Craft Harbour - Hydro Expense	\$ 8,000.00	\$ 7,076.00	\$ 8,000.00
159	10-2-34-00-60	Small Craft Harbour - Legal Expenses	\$ 500.00	\$ -	\$ 500.00
160	10-2-34-00-70	Small Craft Harbour- Maintenance	\$ 5,000.00	\$ 3,391.00	\$ 7,000.00
161	10-2-34-00-71	Boat Launch and parking lot	\$ 1,200.00	\$ -	\$ 1,200.00
162*	TOTAL Small Craft Harbour		\$ 14,700.00	\$ 10,467.00	\$ 16,700.00

- "Common Services" is one of the three main catch all for Public Works' costs for upkeeping the Village/general activities, and utilities for the shed.
- "Wharf" is a catch all for Public Works' costs upkeeping Rainbow Wharf – labour and utilities.
- "Small Craft Harbour" is a catch all for Public Works' costs for the Small Craft Harbour and Boat Launch – labour, utilities, and legal if needed administratively.

01 General: Expense

Roads			2021 Budget	2021 Actual	2022 Budget
164	10-2-12-99-60	Public Works Truck	\$ 2,500.00	\$ 670.00	\$ 1,000.00
165	10-2-31-90-00	Common Services - Fuel	\$ 2,000.00	\$ 1,638.00	\$ 2,000.00
166	10-2-31-90-10	Public Work's Truck Insurance	\$ 3,000.00	\$ 613.00	\$ 750.00
167	10-2-31-90-20	Tractor Insurance	\$ 550.00	\$ 288.00	\$ 300.00
168	10-2-31-90-21	Tractor Expense	\$ 1,000.00	\$ 629.00	\$ 1,000.00
169	10-2-32-31-00	Street Maintenance	\$ 20,000.00	\$ 20,935.00	\$ 15,000.00
170	10-2-32-37-00	Street Sanding	\$ 4,000.00	\$ 5,352.00	\$ 5,000.00
171	10-2-32-37-10	Industrial Road Maintenance	\$ 6,000.00	\$ 4,019.00	\$ 5,000.00
172	10-2-32-37-20	Ditching	\$ 6,000.00	\$ 936.00	\$ 6,000.00
173	10-2-32-50-00	Hydro - Street Lights	\$ 16,000.00	\$ 18,038.00	\$ 18,000.00
174	10-2-32-90-00	Tools & Equipment	\$ 8,000.00	\$ 9,008.00	\$ 8,000.00
175	10-2-71-89-40	Brushing Operating Expense	\$ 2,000.00	\$ 1,862.00	\$ 2,000.00
176*	TOTAL Roads		\$ 71,050.00	\$ 63,986.00	\$ 64,050.00
Environmental Health					
178	10-2-43-00-00	Common Services - Garbage Expense	\$ -	\$ -	\$ -
179	10-2-43-00-10	Garbage Tags / Dumpster Fees	\$ 15,000.00	\$ 14,902.00	\$ -
180*	TOTAL Environmental Health		\$ 15,000.00	\$ 14,902.00	\$ -

- "Roads" is for expenses associated with maintaining the road infrastructure, but also includes the expenses for the tools, equipment & trucks needed for road operations.
- "Environmental Health" is for garbage expenses (tipping fees, garbage tags). Last year a purchase of bear-proof garbage bins were coded to this section.

01 General: Expense

Environmental Development			2021 Budget	2021 Actual	2022 Budget
183	10-2-52-00-00	Clinic R&M	\$ 2,000.00	\$ 4,698.00	\$ 3,000.00
184	10-2-72-50-00	Ambulance O&M	\$ 1,500.00	\$ 3,871.00	\$ 1,500.00
185*	TOTAL Environmental Development		\$ 3,500.00	\$ 8,570.00	\$ 4,500.00
Parks & Recreation					
187	10-2-12-71-00	Mowing expense	\$ 4,000.00	\$ 1,802.00	\$ 2,500.00
188	10-2-12-71-01	Mower Insurance	\$ 540.00	\$ 374.00	\$ 400.00
189	10-2-12-71-10	Community Park Washrooms	\$ 600.00	\$ 11.00	\$ 1000.00
190	10-2-12-99-35	MUSEUM GRANT	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
191	10-2-71-21-00	Community Hall Grounds Keeping	\$ 500.00	\$ 527.00	\$ 500.00
192	10-2-71-89-00	Community Park O & M	\$ 17,500.00	\$ 10,667.00	\$ 14,000.00
193	10-2-71-89-10	Beautification	\$ 1,500.00	\$ 233.00	\$ 1,000.00
194	10-2-71-89-20	Millenium Park O & M	\$ 3,800.00	\$ 3,582.00	\$ 4,000.00
195	10-2-71-89-30	Sunset Park O & M	\$ 9,000.00	\$ 10,164.00	\$ 20,000.00
196	10-2-71-89-45	Museum Grounds keeping	\$ 3,400.00	\$ 2,337.00	\$ 3,000.00
197	10-2-71-89-50	Cemetary	\$ -	\$ 49.00	\$ -
198	10-2-72-50-10	Tourism Expense	\$ 6,000.00	\$ 2,100.00	\$ 3,000.00
199	10-2-72-91-00	St. Mark's Expense	\$ 2,500.00	\$ 2,122.00	\$ 2,500.00
200	10-2-75-00-00	Recreation Commission	\$ 13,500.00	\$ 2,282.00	\$ 12,400.00
201	10-2-75-00-10	Vibrant Community Commission			\$ 11,000.00
202*	TOTAL Parks & Recreation		\$ 65,840.00	\$ 39,250.00	\$ 78,300.00

- "Environmental Development" has the budget lines for the clinic and ambulance stations repairs & maintenance.
- "Parks & Recreation" is a catch-all grouping for budget lines associated with the parks, recreation, tourism and a few other municipal properties such as the Community Hall and St. Mark's Church. It also includes the expense budget lines for the Recreation Commission and Vibrant Community Commission.

01 General: Expense

MPBC Operating Expenses			2021 Budget	2021 Actual	2022 Budget
203	10-2-71-21-10	MPBC Fuel	\$ 6,000.00	\$ 5,405.00	\$ 5,500.00
204	10-2-71-21-11	Library o+m	\$ 4,000.00	\$ 3,696.00	\$ 3,700.00
205	10-2-71-21-12	MPBC Grounds keeping	\$ 6,000.00	\$ 5,232.00	\$ 5,500.00
206	10-2-71-21-15	MPBC Utilities	\$ 15,000.00	\$ 10,222.00	\$ 15,000.00
207	10-2-71-21-20	MPBC Janitorial	\$ 5,000.00	\$ 5,129.00	\$ 5,000.00
208	10-2-71-21-25	MPBC Insurance	\$ 9,000.00	\$ 7,622.00	\$ 9,000.00
209	10-2-71-21-30	Biomass Expenses	\$ 20,000.00	\$ 18,393.00	\$ 20,000.00
210*	TOTAL MPBC Operating Expenses		\$ 65,000.00	\$ 55,700.00	\$ 63,700.00
Debt Services					
212	10-2-81-90-00	General Service Charges	\$ 1,600.00	\$ 1,189.00	\$ 1,500.00
213	10-2-81-90-10	Bad Debts Expense	\$ 500.00	\$ 820.00	\$ 500.00
214	10-2-81-90-20	Till Over/Short	\$ -	\$ 100.00	\$ -
215*	TOTAL Debt Services		\$ 2,100.00	\$ 2,109.00	\$ 2,000.00
Contributions to Reserve					
217	10-2-81-90-30	Transfer to/from Reserves	\$ -	\$ -	\$ -
218*	TOTAL Contributions to Reserve		\$ -	\$ -	\$ -

- "MPBC Operating Expenses" is for expenses associated with the municipality's side of the Multiplex building, as well as the agreed grounds keeping (mowing) that the Village provides for the property.
- "Debt Services" is for service charges the Village pays (ex. banking fees), or when a receivable is no longer collectible, or when the till is over/short.
- "Contributions to Reserve" is to account for when 'reserves' have money contributed to them.

01 General: Expense

Grants & Misc			2021 Budget	2021 Actual	2022 Budget
220	10-2-12-99-11	NDI Economic Dev Fund	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00
221	10-2-12-99-16	Misc - GRANTS	\$ 240,000.00	\$ 240,321.00	\$ 1,436,106.00
223	10-2-12-99-30	Misc. - GT - Community Events & Holidays	\$ 15,000.00	\$ 14,089.00	\$ 16,000.00
224	10-2-69-00-10	Misc - NDIT Misc Grants Expense	\$ -	\$ -	\$ 24,569.00
225	10-2-12-99-66	Housing Needs Assessment	\$ -	\$ -	\$ -
226	10-2-12-99-50	Investing In Canada Infrastructure Program		\$ 2,500.00	\$ 1,046,000.00
227	10-2-12-99-14	MISC Project Quotes			\$ 26,000.00
228*	TOTAL Grants & Misc		\$ 305,000.00	\$ 356,910.00	\$ 2,598,675.00
Amortized Asset					
230	10-2-28-19-40	Amortized Asset Expense	\$ 126,000.00	\$ 137,889.00	\$ 137,889.00
231*	TOTAL Amortized Asset		\$ 126,000.00	\$ 137,889.00	\$ 137,889.00
Taxes Levied for Other Governments					
233	10-2-84-10-00	Taxes - NCRD	\$ 35,151.00	\$ 36,142.00	\$ 36,000.00
234	10-2-84-20-00	Taxes - VIRL	\$ 11,023.00	\$ 10,677.00	\$ 11,500.00
235	10-2-84-20-10	Taxes-Police	\$ 14,801.00	\$ 14,949.00	\$ 15,000.00
236	10-2-88-11-00	Taxes - School Residential	\$ 74,928.00	\$ 80,201.00	\$ 75,000.00
237	10-2-88-11-10	Taxes - School Non-residential	\$ 12,556.00	\$ 27,702.00	\$ 27,000.00
238	10-2-88-20-10	Taxes - NW Regional Hospital	\$ 21,916.00	\$ 22,710.00	\$ 22,000.00
239	10-2-88-30-00	Taxes - BCAA	\$ 1,570.00	\$ 1,660.00	\$ 2,000.00
240	10-2-88-30-10	Taxes - MFA	\$ 8.00	\$ -	\$ 10.00
241	10-2-88-40-00	PILT's For Others	\$ -	\$ -	\$ -
242*	TOTAL Taxes Levied-Other Gov't		\$ 171,953.00	\$ 194,041.00	\$ 188,510.00

- “Grants & Misc” is for expenses associated with grant projects.
- “Amortized Asset” is where the cost of an asset is spread out over its useful life.
- “Taxes Levied for Other Governments” refers to the property tax that is collected by the Village on behalf of other taxing authorities. These organizations do not finalize their property tax requisition requests until the end of April, so the numbers in the budget are placeholders.

01 General: Budget Totals

Total General Revenue	2021 Budget	2021 Actual	2022 Budget
** Total Revenues	-\$ 1,363,912.00	-\$1,442,434.00	-\$ 3,456,476.00

Budget Totals	2021 Budget	2021 Actual	2022 Budget
244** TOTAL Expenses	\$ 1,342,993.00	\$ 1,304,496.00	\$ 3,705,594.00
***P Surplus/Deficit	-\$ 20,919.00	-\$ 137,938.00	\$ 249,118.00

- With the budget this year, in order to meet legal requirements for a balanced budget, \$249,118 will need to be taken from reserves (savings).
- Typically the Village's budgets tend to be cautious, overestimating expenses and underestimating revenue. However, it is better to be cautious with budget estimates.
- With current savings, if the Village continues to withdraw the same amount from each year to balance the budget there is roughly 10 years before they are exhausted (2032). This is a very short timeline in the life of a municipality.

02 Sewer

- Sewer has a dedicated budget section as it is one of the two core services that the Village provides.
- Broken into two main sections of revenue (“40-1”) or expense (“40-2”) budget lines
- Revenue values are presented as a negative (-\$ XXX.XX) amount, while expenses are a positive (\$XXX.XX) amount in their budget lines.
- Both revenues and expense budget lines are categorized into groups:
 - **Revenue categories:** Fees & Taxation, Grants & Transfers
 - **Expense categories:** Operating Expenses, Capital Expenses, Debenture Expense

02 Sewer: Revenue

Fees & Taxation		2021 Budget	2021 Actual	2022 Budget
40-1-44-00-00	Sewer - User Charges	-\$ 31,200.00	-\$ 31,560.00	-\$ 33,000.00
40-1-49-00-00	Sewer - Frontage Tax	-\$ 35,700.00	-\$ 35,728.00	-\$ 35,700.00
TOTAL Fees & Taxation		-\$ 66,900.00	-\$ 67,288.00	-\$ 68,700.00
Grants & Transfers				
40-1-92-90-20	Gas Tax transfers from Prov.			
40-1-91-00-00	Sewer - Reserve			
40-1-92-90-46	Transfer from reserves	\$ -	\$ -	\$ -
TOTAL Grants and Transfers		\$ -	\$ -	\$ -

Total Sewer Revenue	2021 Budget	2021 Actual	2022 Budget
TOTAL Revenue	-\$ 66,900.00	-\$ 67,288.00	-\$ 68,700.00

- "Fees & Taxation" is the sewer user fees collected through the quarterly billings and the sewer frontage tax collected through annual property taxation.
- "Grants & Transfers" is for transfers from reserves and grant money received from the Province (gas tax aka community works fund).

02 Sewer: Expense

Operating Expense		2021 Budget	2021 Actual	2022 Budget
40-2-42-10-00	Sewer - Administration Charges	\$ 3,000.00	\$ 3,000.00	\$ 10,000.00
40-2-42-10-10	Sewer - Licenses & Permits	\$ 850.00	\$ 1,082.00	\$ 1,050.00
40-2-42-20-00	Sewer Testing Expense	\$ 2,000.00	\$ 795.00	\$ 2,000.00
40-2-42-30-00	Training - Sewer	\$ 1,000.00	\$ 1,262.00	\$ 1,200.00
40-2-42-90-00	Sewer - Maintenance Salaries	\$ 20,500.00	\$ 23,677.00	\$ 25,000.00
40-2-42-90-20	Sewer - Benefits	\$ 4,550.00	\$ 5,375.00	\$ 5,500.00
40-2-42-90-40	Sewer - Utilities Expense	\$ 4,000.00	\$ 5,347.00	\$ 5,500.00
40-2-42-90-50	Sewer - Repairs & Maintenance	\$ 11,000.00	\$ 3,922.00	\$ 5,000.00
40-2-42-90-60	Sewer - Fuel	\$ 1,000.00	\$ 1,319.00	\$ 2,000.00
40-2-42-90-70	Public Work's Truck	\$ 1,000.00	\$ 2,270.00	\$ 1,000.00
TOTAL Operating Expenses		\$ 48,900.00	\$ 48,049.00	\$ 58,250.00
Capital Expenses				
40-2-42-20-35	Sewage Upgrade	\$ -	\$ -	\$ -
TOTAL Capital Expenses		\$ -	\$ -	\$ -
Debenture Expenses				
40-2-81-30-00	Sewer - Debenture			
40-2-82-21-00	Contribution to Sewer Capital Reserves	\$ -	\$ -	\$ -
40-2-82-21-01	Amortized asset expense	\$ 18,000.00	\$ 8,428.00	\$ 8,500.00
TOTAL Debenture Expenses		\$ 18,000.00	\$ 8,428.00	\$ 8,500.00

Total Sewer Expense	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 66,900.00	\$ 56,477.00	-\$ 66,750.00

- “Operating Expense” is a catch-all for all operating expenses of the sewer system, including expenses with employees.
- “Capital Expenditures” are funds used to acquire, upgrade and maintain physical assets. The Sewer Lagoon Plan is being upgraded, however that is being accounted through grant funds.
- “Debenture Expenses” is a catch all for if there were debts (loan), if reserves were being contributed to, and for spreading out the cost of the sewer system over its useful life (amortization).

02 Sewer: Budget Totals

Total Sewer Revenue	2021 Budget	2021 Actual	2022 Budget
TOTAL Revenue	-\$ 66,900.00	-\$ 67,288.00	-\$ 68,700.00

Total Sewer Expense	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 66,900.00	\$ 56,477.00	-\$ 66,750.00

Budget Totals	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 66,900.00	\$ 56,477.00	\$ 66,750.00
Surplus/Deficit	\$	-\$ 10,811.00	-\$ 1,950.00

- With the budget this year, a small surplus is expected.
- Typically the Village's budgets tend to be cautious.

03 Water

- Water has a dedicated budget section as it is one of the two core services that the Village provides.
- It is broken into two main sections of revenue ("30-1") or expense ("30-2") budget lines
- Revenue values are presented as a negative (-\$ XXX.XX) amount, while expenses are a positive (\$XXX.XX) amount in their budget lines.
- Both revenues and expense budget lines are categorized into groups:
 - **Revenue categories:** Fees & Taxation, Grants
 - **Expense categories:** Expenses, Contributions to Reserves

03 Water: Revenue

Fees & Taxation		2021 Budget	2021 Actual	2022 Budget
1	30-1-44-00-00 Water User Charges	-\$ 58,150.00	-\$ 57,685.00	-\$ 62,000.00
2	30-1-44-10-00 Water - Miscellaneous	-\$ 350.00	-\$ 485.00	-\$ 350.00
3	30-1-49-00-00 Water Frontage Tax	-\$ 52,600.00	-\$ 52,641.00	-\$ 52,600.00
4	30-1-55-00-00 Water - Past Due Interest Revenue	-\$ 2,000.00	-\$ 1,519.00	-\$ 2,000.00
5	30-1-91-00-00 Contributions From Capital Reserves	\$ -	\$ -	\$ -
6	TOTAL Fees & Taxation Revenue	-\$ 113,100.00	-\$ 112,330.00	-\$ 116,950.00
Grants				
8	30-1-62-00-20 Community Work's Fund	\$ -	\$ -	\$ -
9	30-1-62-00-25 MRIF Water Treatment	\$ -	\$ -	\$ -
10*	TOTAL Grants	\$ -	\$ -	\$ -

Total Water Revenue	2021 Budget	2021 Actual	2022 Budget
TOTAL Revenue	-\$113,100.00	-\$112,330.00	-\$116,950.00

- "Fees & Taxation" is the water user fees collected through the quarterly billings and the water frontage tax collected through annual property taxation.
- "Grants" is for grant money received (gas tax aka community works fund from the Province).

03 Water: Expense

Expenses	2021 Budget	2021 Actual	2022 Budget
1330-2-41-10-00 Water - Administration Charges	\$ 5,000.00	\$ 5,055.00	\$ 15,000.00
1430-2-41-20-00 Water - Testing Expense	\$ 800.00	\$ 1,016.00	\$ 800.00
1530-2-41-30-00 Training - Water	\$ 2,500.00	\$ 508.00	\$ 2,000.00
1630-2-41-30-10 Water - Maintenance Wages	\$ 32,000.00	\$ 27,163.00	\$ 32,000.00
1730-2-41-30-20 Water - Maintenance Benefits.	\$ 7,000.00	\$ 6,069.00	\$ 7,000.00
1830-2-41-30-30 Water - Supplies	\$ 5,500.00	\$ 5,320.00	\$ 6,600.00
1930-2-41-30-40 Public Work's Truck	\$ 1,000.00	\$ 602.00	\$ 750.00
2030-2-41-40-00 Water - Repairs & Maintenance Plant	\$ 13,450.00	\$ 5,032.00	\$ 9,500.00
2130-2-41-40-01 Water-Repairs & Maintenance Distribution	\$ 2,050.00	\$ 2,448.00	\$ 5,000.00
2230-2-41-40-10 Water - Fuel	\$ 1,800.00	\$ 2,111.00	\$ 2,800.00
2330-2-41-50-00 Water - Utilities Expense	\$ 15,000.00	\$ 13,652.00	\$ 15,500.00
2430-2-41-90-20 Water - Licensing	\$ 1,000.00	\$ 200.00	\$ 500.00
25 Total Expenses	\$ 87,100.00	\$ 69,174.00	\$ 97,450.00
2730-2-41-10-20 Water Treatment Upgrade			
Contribution to Reserves			
2930-2-82-21-00 Cont. To Water Capital Reserve	\$ -		
3030-2-82-21-01 Amortized asset expense	\$ 26,000.00	\$ 17,043.00	\$ 19,000.00
31 Total Contribution to Reserves	\$ 26,000.00	\$ 17,043.00	\$ 19,000.00

Total Water Expense	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 113,100.00	\$ 86,218.00	-\$ 116,450.00

- “Expense” is a catch-all for all operating expenses of the sewer system, including expenses with employees.
- “Contribution to Reserves” is a catch all for if reserves were being contributed to and for spreading out the cost of the sewer system over its useful life (amortization).

03 Water: Budget Totals

Total Water Revenue	2021 Budget	2021 Actual	2022 Budget
TOTAL Revenue	-\$113,100.00	-\$112,330.00	-\$116,950.00

Total Water Expense	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 113,100.00	\$ 86,218.00	\$ 116,450.00

Budget Totals	2021 Budget	2021 Actual	2022 Budget
TOTAL Expenses	\$ 113,100.00	\$ 86,218.00	\$ 116,450.00
Surplus/Deficit	\$ -	-\$ 26,112.00	-\$ 500

- With the budget this year, a small surplus is expected.
- Typically the Village's budgets tend to be cautious.

04 Capital

- Broken into two main sections of 'use of funds' and 'sources of funds' for the capital projects list.
- The actual budget lines for capital projects are captured in the three main budget sections as applicable (general, water & sewer). Mainly these are grant projects, so the majority are accounted for under the general budget (in conditional transfers under revenue, and grants & misc under expense).
- Both 'use of funds' and 'sources of funds' lists are categorized into groups:
 - **Use of funds categories:** General, Water, Sewer
 - **Sources of funds categories:** General, Water, Sewer

04 Capital: Use of Funds

General	2021	2022
Sunset Trail (incl. bridges and bird tower)	\$ -	\$ 50,000.00
Sunset Park		\$ 269,746.00
Council Approved Projects in Sunset Park		\$ 75,000.00
Public Works Yard & building upgrades	\$ 31,000.00	\$ 55,741.00
Firehall Interior Improvement Project	\$ 21,248.00	\$ 5,312.00
EOC & Multiplex Generator	\$ -	\$ -
Clinic		\$ 22,000.00
St. Marks		\$ 4,000.00
Seniors Housing Complex	\$ -	\$ -
Computer Equipment replacement		\$ 26,000.00
ByPass Road - plan & develop	\$ -	\$ -
Flail Mower for tractor	\$ -	\$ 16,000.00
Plan & Develop M&B Subdivision	\$ -	\$ -
Community Park Upgrade		\$ 137,959.00
Seaview Ramp & Platform		\$ 38,900.00
Sub-total General	\$ 52,248.00	\$ 700,658.00

- These are the planned/expected capital projects in 2022. Some projects were carried over from 2021.

Water	2021	2022
Well #3		\$ 175,000.00
Chlorine Shed repairs & upgrade	\$ 50,000.00	
Aesbestos Line Replacement		\$ -
Watersystem repair & maintenance		
Sewer		
Lagoon upgrades for compliance		\$ 1,600,000.00
Wastewater pipe upgrades		
TOTAL REQUIREMENTS	\$ 102,248.00	\$ 2,475,658.00

04 Capital: Sources of Funds

Sources of Funds for Capital Projects	2021	2022
General		
Gas Tax community works fund	\$ -	\$ 149,754.00
Gwaii Trust approved	\$ 52,248.00	\$ 65,053.00
Canada Community Revitalization Fund		\$ 101,205.00
General Reserves	\$ -	\$ 4,331.00
CERIP Comm Ec Recovery Infra Program		\$ 269,746.00
COVID Restart Grant		\$ 26,000.00
Gwaii Trust		\$ 10,000.00
FLNRO Rural Comm Dev Grant	\$ -	\$ 50,000.00
NDIT		\$ 24,569.00
Sub-total General	\$ 52,248.00	\$ 700,658.00
Water		
Water Reserves	\$ -	\$ -
NCPG & Other grant	\$ -	\$ 175,000.00
Gas Tax	\$ 50,000.00	\$ -
Sub-Total Water	\$ 50,000.00	\$ 175,000.00
Sewer		
Investing in Canada Infrastructure Program		\$ 1,046,000.00
NCPG		\$ 554,000.00
Gas Tax & Other grants		
TOTAL FUNDS PROVIDED	\$ 102,248.00	\$ 2,475,658.00

- These are the confirmed/expected sources of funds for capital projects in 2022. Some sources were carried over from 2021 (grants projects).

2022 Project List

- 2022 Projects (capital & non-capital) that are included in the 2022 Budget:
 - Sewer Lagoon Project (grant)
 - Water Treatment Plant Upgrades (excluding Tingley St. Waterline Replacement) (grant)
 - Sunset Park Revitalization Project (grant)
 - Sunset Park Trail Improvement Project (grant)
 - Tourism Advocate Project (grant)
 - Community Park Improvement Project (grant, pending)
 - Froese Subdivision Streetlights
 - Fire Hall Project (grant)
 - Public Works Yard Improvement Project (grant)
 - Official Community Plan (grant, community works fund)
 - Coastal Erosion & Flood Mapping Study (grant)
 - Recreation Commission – Christmas & Holiday Events, approved projects (pending budget approval) (grant)
 - Vibrant Community Commission – approved projects (pending budget approval)
 - Computer Equipment Replacement (grant – covid restart)
 - Seaview Ramp & Platform (grant, pending)
 - Council Chambers Conference System (grant – covid restart)
 - Golden Spruce Trail Study (grant)

Village of Port Clements Recreation Commission

2022 Budget Request

At its meeting of January 27, 2022, the Port Clements Recreation Commission (PCRC) reviewed its 2021 expenses and considered its draft 2022 budget.

Due to Covid-19 restrictions, very little of the 2021 budget was spent.

The 2022 budget presumes the ability to hold events, and adds funding to allow for supplies related to Covid-19 or other health protocols, plus the purchase of more propane space heaters and firepits which are essential portable heat sources for outdoor events. Outdoor events such as December 2021's Christmas at the Community Park have been replacing indoor events (previous year's Christmas Breakfast with Santa) as being safer and simpler to hold with public health restrictions. Possibly the \$2,250 due to Covid-19 requirements could be recouped by the village from provincial Covid-19 funds.

The list of holiday events is intended to be a rough guideline & flexible throughout the year.

The amount requested from the \$16,000 Gwaii Trust Community & Holiday Events fund recognizes that it is shared with Tlell and other communities within Gwaii Trust's Central Graham Island area, as well as funding events sponsored by Senior Citizens' Association of BC Branch 123. Before 2021, Gwaii Trust provided up to \$20,000 annual funding through two separate grants.

**2022-01-03—Moved by Marilyn Bliss, seconded by Christine Cunningham,
TO adopt the 2022 draft Port Clements Recreation Commission budget as presented.
CARRIED**

Respectfully submitted,

Brigid Cumming,
Council Representative
Village of Port Clements Recreation Commission

COPY

Port Clements Recreation Commission 2022 Budget

EXPENSES:

Covid-19 Cleaning Materials, Masks etc.		\$250
Outdoor Propane space heaters and/or firepits & propane		\$2,000
Movie nights (whole year)		\$1,200
Teen Center (whole year)		\$500
Holidays		\$9,500
Feb	Family Day or Valentine's Day	\$250
April	Easter	\$250
May	Mother's Day	\$1,000
June	Father's Day	\$500
July	Canada Day Weekend	\$5,000
Dec	Christmas in the Park	\$2,500
Community Park		\$6,200
	Sandbox toy replacement	\$250
	Golf Course	\$250
	Playground Equipment	\$5,000
	Soccer Nets	\$700
TOTAL:		\$19,650
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REVENUES:	Village of Port Clements budget	\$12,400
	GT Community & Holiday Events	\$7,250
TOTAL:		\$19,650

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Port Clements Vibrant Community Commission / 2022 Projected Budget

Clarification:

This budget includes only those items not covered by the various grant applications. (See the Workplan for details, dated November 22, 2021.)

Planned Projects / Expenditures:

Project	Est. Cost
Beachy Bench /	\$2,000
Social Media Management -six month contract	\$5,000
Signage Swimming Area	\$2,000
Beach Access / Sani-Station	\$2,000
Total Budget 2022	\$11,000

Note 1: The Beachy Bench could be moved from the sunset campground, which will reduce the estimated cost.

Note 2: The general tourism budget should be the same as 2021 with the designated amount for the Museum to provide information services included.

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