



The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

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Port Clements, BC  
V0T1R0  
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Web: [www.portclements.ca](http://www.portclements.ca)

**3:15 PM, Special Meeting of Council, Thursday, June 26<sup>th</sup>, 2025**

**AGENDA**

*This meeting of the Council of the Village of Port Clements being held on the traditional territory of the Haida People.*

- 1. ADOPT THE AGENDA**
- 2. BUSINESS ARISING FROM THE MINUTES & UNFINISHED BUSINESS**  
BA-1—Install Turn Around at End of Yakoun Street
- 3. GOVERNMENT**  
G-1—2024 Annual Report  
*Recommended Motion: THAT Council receives and approves the 2024 Annual Report as presented.*
- 4. ADJOURNMENT**



## REPORT TO COUNCIL

COPY

Author: Elizabeth Cumming, Deputy CAO

Date: June 16<sup>th</sup>, 2025

RE: Installing Turn Around at the End of Yakoun Street Request – Follow Up

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### BACKGROUND:

Council received the request from the property owner of #198 Bayview Drive for the Village to install a turn around at the end of Yakoun Street to accommodate traffic. Council asked public works to provide more details on how a turn around would be able to be developed and where signage would go before considering the request further.

### DISCUSSION:

See attachments to this report that show the layout and location of the proposal as provided by Public Works. Staff have also additionally included an aerial of the area with the layout overlaid to further clarify on locations (approximately).

The area that the turn around would be installed would be filled on both the left and right side of the end of Yakoun Street (and also cleared on the right side). 6 loads of Pitrun, 1 load cap rock (which the Village has in stock), and 2 cement barricades to protect nearby water valves on the left side of the proposed turn around area, would be needed. Public Works would undertake the work.

Total cost is estimated to be approximately \$2,000.

### RECOMMENDATION:

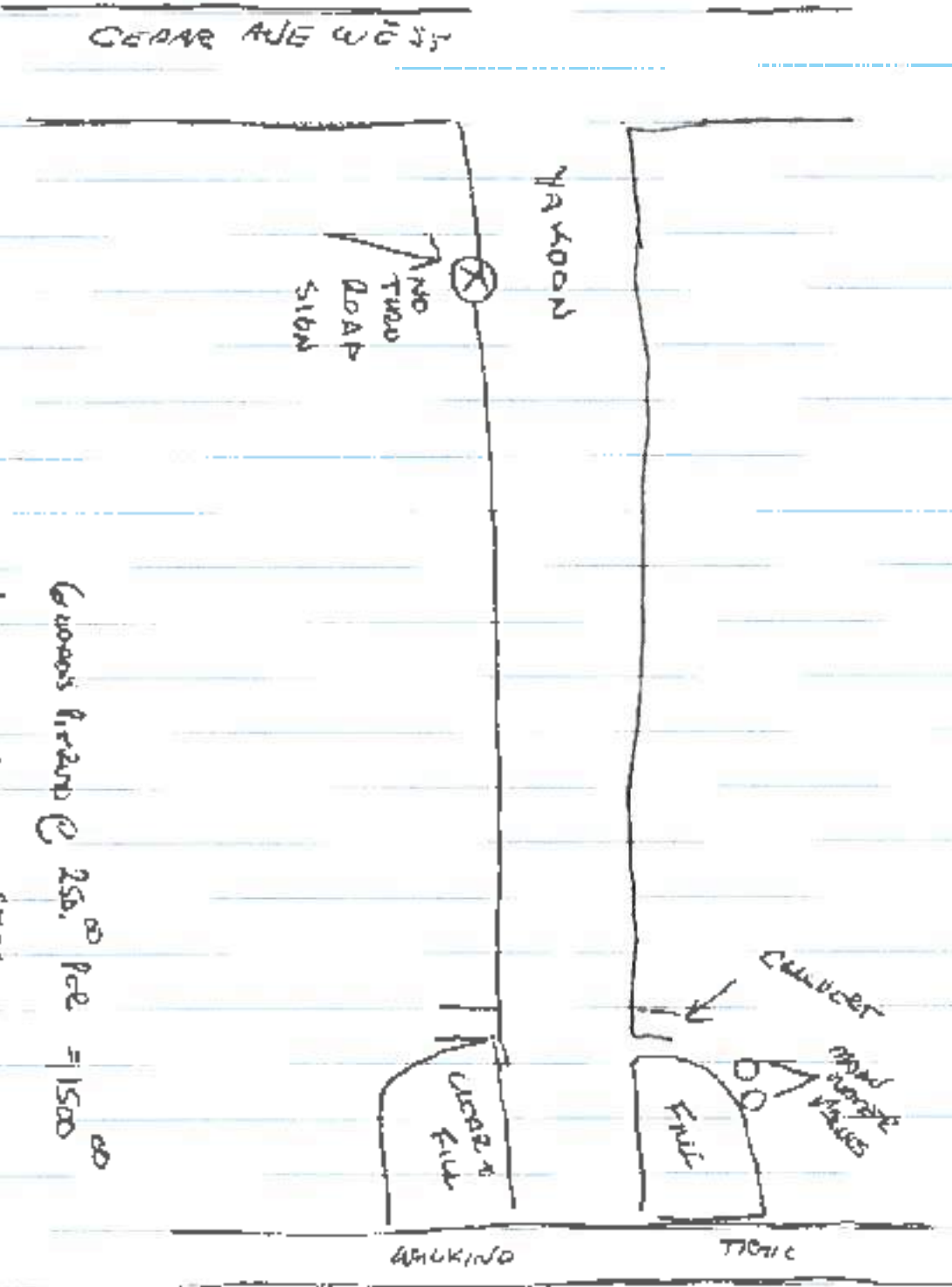
If Council is interested in constructing the requested turnaround following the proposed layout as identified by public works, a resolution is needed to be made.

Respectfully submitted: Elizabeth Cumming, Deputy CAO

BA-1

COPY

Public reading - 5 ft x 6 ft of material - 30 ft x 30 ft



Business Plan @ 250.00 Per = 1500.00

1 Year cap 200K - in stock

2 Year cap 200K - in stock = 200.00

\$1700.00 + misc = 2000.00

1-12

COPY



NO THRU ROAD  
SIGNAGE (approx)

Turnaround  
(approx)

BA-1

# COPY

**Elizabeth Cumming**

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**From:** Amber Bellis <amber@kingcreekfelling.com>  
**Sent:** April 25, 2025 2:40 PM  
**To:** Elizabeth Cumming  
**Subject:** End of Yakoun Street

Hello Elizabeth

Writing in to request a turn around at the end of Yakoun Street.

We have people driving down to our house, 198 Bayview Drive which is located at the end of Yakoun Street. People are using our property as the turn around as there is no accommodation currently.

I am writing to request a turnabout to be developed to allow for the accommodation of vehicle traffic.

We recently put up a sign saying private driveway/private property. Wondering if in addition to the turnabout, to also put up a new sign of the "no through road" that is currently missing at the top of the hill on yakoun street.

Putting in a turnabout also has the added benefit of visibility for the trail for us and the people using it.

Thank you  
Amber Bellis

--



Amber Kellis (PhD)  
King Creek Felling Ltd  
CEO  
O) 250-557-2420  
C) 250-626-7715  
e) [amber@kingcreekfelling.com](mailto:amber@kingcreekfelling.com)

**CAUTION:** This email originated from outside of the Village of Port Clements Network. Do not click links or open attachments unless you recognize the sender and know the content is safe.

COPY



## REPORT TO COUNCIL

Author: Elizabeth Cumming, Deputy CAO

Date: May 20<sup>th</sup>, 2025

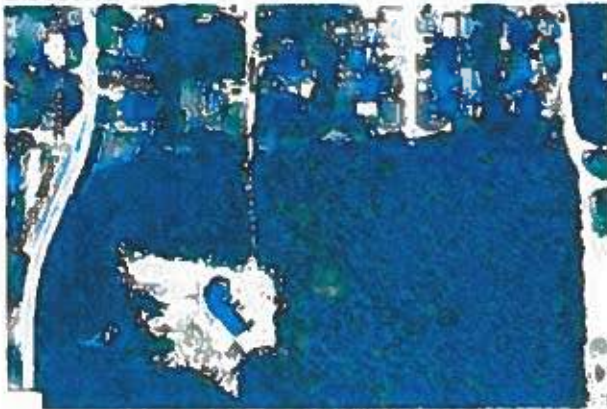
RE: Installing Turn Around at the End of Yakoun Street Request

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### BACKGROUND:

The property owner of #198 Bayview Drive has submitted a request to Council to install a turn around at the end of Yakoun Street to accommodate traffic.

### DISCUSSION:



In recent years the property owner developed their property, installing their access (driveway) at the end of Yakoun Street, with its entrance intersecting the municipal trail system. They do not have a gate on their driveway to prevent unwanted vehicle access, though they have installed signage identifying where their private property begins.

They identify that they are being disturbed as vehicles ignore their signage, driving up onto their property near their house to use the wider area to turn around in. They would like the Village to address this situation by creating a turn around at the end of Yakoun Street. They would also like "no thru road" signage to be installed at the entrance of this last segment of Yakoun Street.

In verbal discussions with staff, they identified that Tingley Street, though also a no-thru road, does not experience this issue as it has sufficient space at its end for vehicles to turn around. However, this is due to there being two private driveways at the end of Tingley Street that essentially create enough space to turn around in rather than the municipality installing a turnaround intentionally.

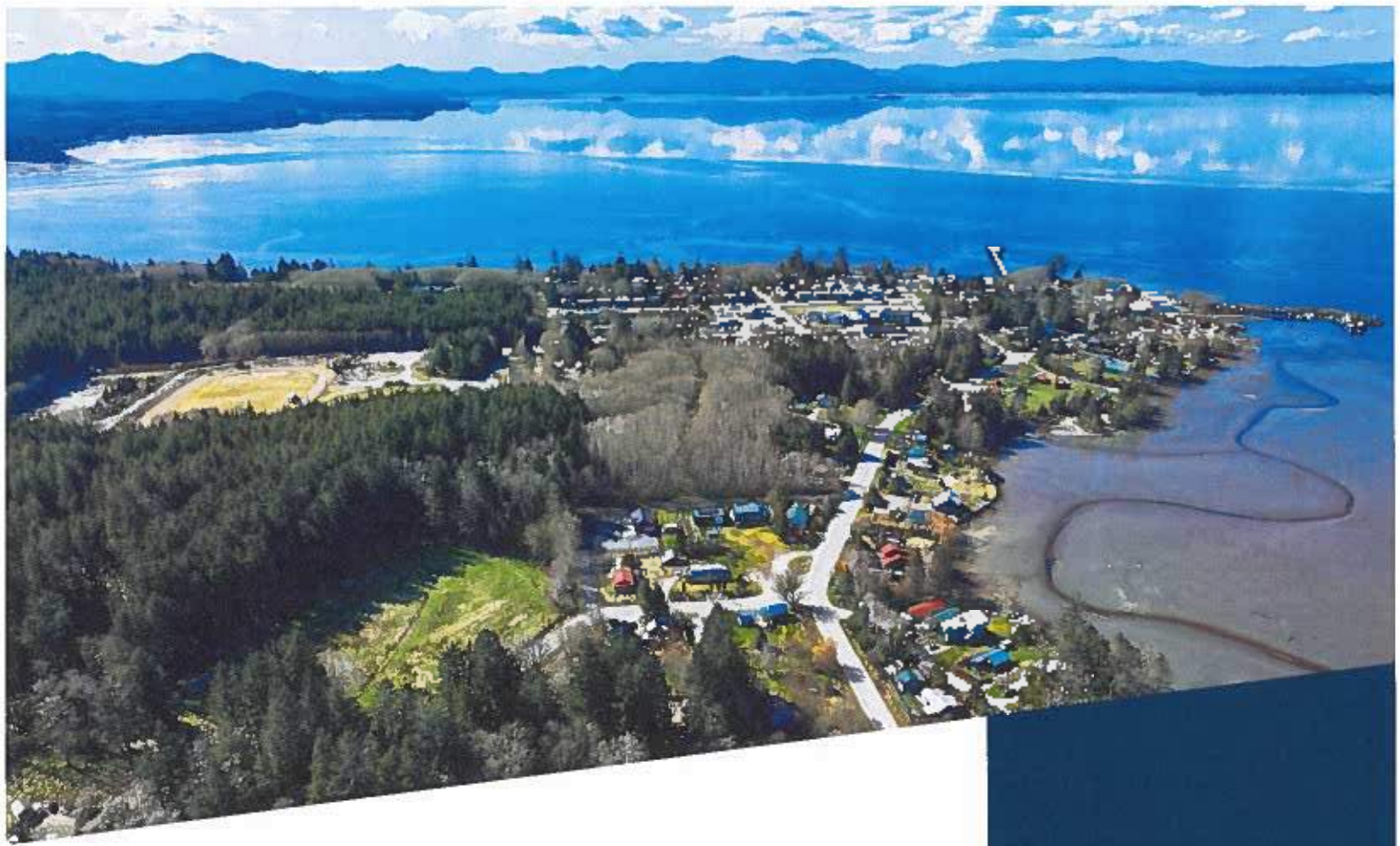
Public Works has identified an estimated cost of slightly under \$2000 to build a turnaround.

Council may want to consider if there is sufficient public need to develop a turnaround at the end of Yakoun Street, or if it is primarily for a private benefit. If it is felt that it is primarily a private benefit, but Council is open to considering permitting a turnaround to be created, it could permit it providing that the private property owner pay for the cost of the installation for the municipality to create it. Council could also choose to defer consideration as part of a larger discussion of developing the undeveloped road right of way of Alder Avenue, or undeveloped road right of ways in general, in strategic planning, if Council wanted to pursue such discussions.

### RECOMMENDATION:

If Council is interested in constructing the requested turnaround, a resolution is needed to be made.

Respectfully submitted: Elizabeth Cumming, Deputy CAO



**2024**

**ANNUAL**

**MUNICIPAL REPORT**

For the fiscal year ended December 31, 2024

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**VILLAGE OF PORT CLEMENTS**

On the traditional territory of the Haida Nation

British Columbia, Canada



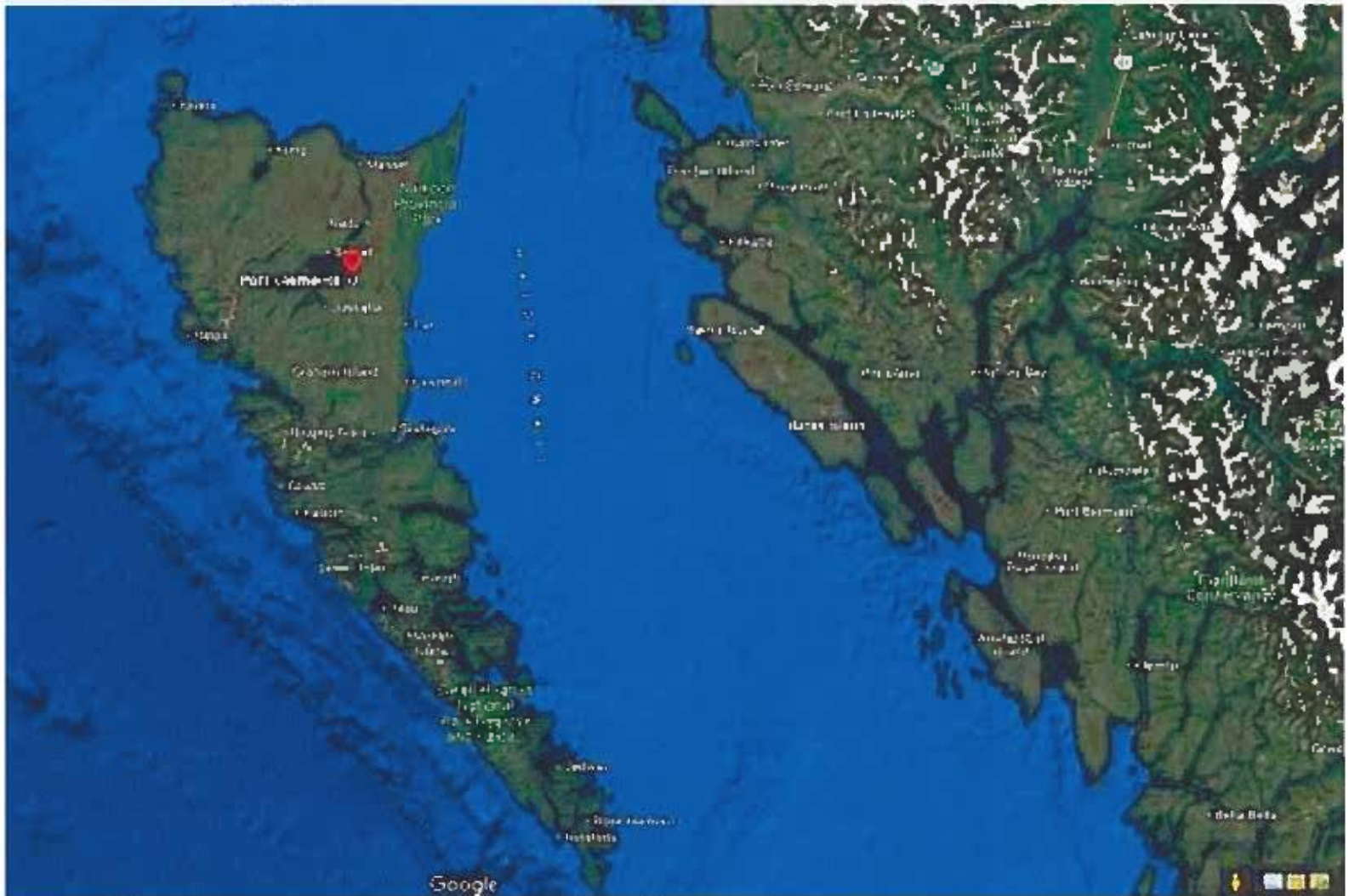
# WHO WE ARE

The Village of Port Clements is a very small community of 340 (2021 Census) on Haida Gwaii, the beautiful and remote temperate rainforest archipelago off the coast of northern British Columbia, the territory of the Haida Nation.

The municipality's mission is to provide government function and services to our community.

This annual report provides an accounting for our activities in 2024 and provides transparency to the public.

# WHERE WE ARE



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# INTRODUCTION

**Council**

**Mayor's Message**

**Operational Organization Chart**

**Chief Administrative Officer**

**Report**

**Finance Report**

**Public Works' Report**

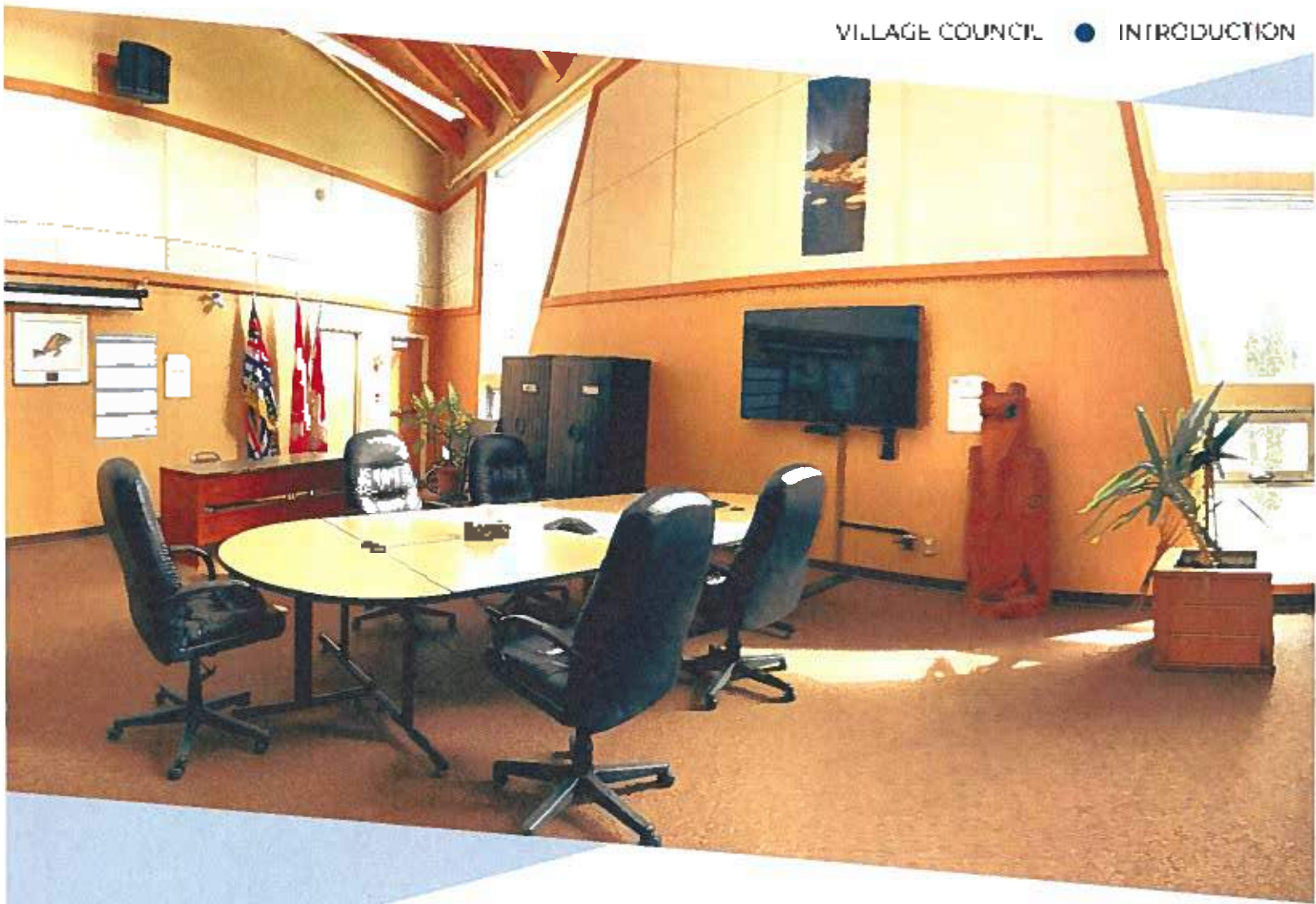
**Boards, Committees,**

**Commissions**

**Recreation Commission Report**

**Strategic Priorities 2024**

**Strategic Priorities 2025**



# VILLAGE COUNCIL

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**Mayor Scott Cabianca**  
In office: 2022 - ongoing

**Councillor Brigid Cumming**  
In office: 2017 - ongoing

**Councillor Kazimir Falconbridge**  
In office: 2012 - 2014, 2018 - ongoing

**Councillor Wayne Nicol**  
In office: 2022 - ongoing

**Councillor Dennis Reindl**  
In office: 2022 - ongoing

# MAYOR'S MESSAGE

It was an interesting year for Haida Gwaii in light of the negotiated agreement between the BC Provincial Government and the Haida Nation that resulted in the Rising Tide Haida Title Agreement. The Mayor and Council made efforts to engage with the other Island governing bodies, the Province and the Nation to understand the agreement, to participate in the dialogue and to foster good relations going forward. Congratulations to the Haida people on this significant accomplishment.

The Council of the Village of Port Clements and staff made advancements towards enhancing the Village infrastructure throughout 2024. Most notably, the village awarded the sewage lagoon upgrade project, based on a lower cost version of the original plan, to Infracon Construction. Works commenced in the summer, and completion is anticipated in September 2025. In addition, well #3 was connected and brought online, and both the tennis court and the public works storage yard project were completed.

Looking forward, with the help of new funding from the new Northwest BC Resource Benefits Alliance – which Port Clements is one of the recipients along with 20 other local governments in the region – the Village has plans to address several infrastructure items in 2025. These include but are not limited to: watermain replacement on Tingley (currently active), updates to the water treatment facility (currently active), Community Hall repairs (currently active), the painting of St Mark's church (currently active), railing replacements on Rainbow Wharf, the installation of a Mobi Matt on Rainbow Wharf, and Community Park upgrades (playground, covered multi-purpose building, and ball field).

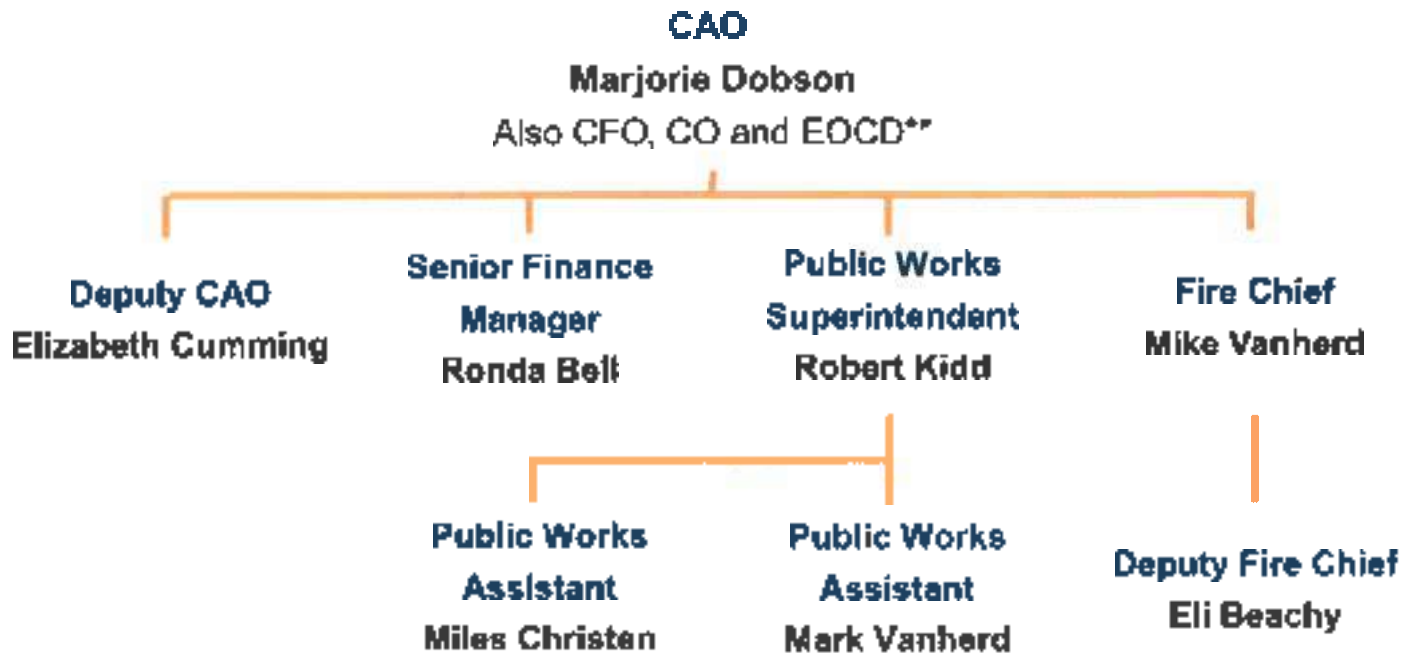
The Council welcomed and encouraged input and engagement from the residents of Port Clements by way of Regular Council Meetings, Meetings with the Mayor, School Board Meetings and direct communication with staff. The Council also continued to engage with other Island governing bodies, communities, and residents to improve relations and to encourage prosperity throughout Haida Gwaii.

**Mayor Scott Cabianca**

June 2025



# OPERATIONAL ORGANIZATION CHART



*Notes: P. Sean O'Donoghue left position as Public Works Superintendent in March, with Robert Kidd taking on position in April. Miles Christen departed second Public Works Assistant position in June, position vacant until 2025. Capacity supplemented by casual labourer during vacancy.*

*\*\*Chief Administrative Officer; Chief Financial Officer; Corporate Officer; Emergency Operations Centre Director*

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# CHIEF ADMINISTRATIVE OFFICER REPORT

I am delighted to share the Village 2024 Annual Municipal report with residents, business owners and visitors. The report highlights our achievements, ongoing projects, and future initiatives.

We made inroads in achieving some of the objectives and priorities outlined in the Council Strategic Plan. We advanced some vital infrastructure initiatives included the Connection of Well #3 to the Water System, the completion of the Community Park Upgrade, Sunset Park Revitalization & Trail Improvement, and the Public Works Yard improvement. Protective Services ability to fight fire was reinforced by the arrival of a new Crusader Tanker apparatus, consequently enhancing the department's ability to service areas in and outside the municipal boundary. Modernizing the Village website was among the highlights of 2024. The project was substantially completed, and features improved user experience, increased visibility, while enhancing efficiency and strengthening transparency.

The upgrade of the Wastewater System was the key ongoing infrastructure project during the year. The project was challenged by increased cost resulting in the delay of the construction phase. The Asbestos cement waterline replacement gained momentum and had reached the planning phase, with a delivery timeline of 2025.

The plan to install heat pumps in the Village older buildings and replace the old generator in the Water Treatment Plant with a Propane Engine generator got underway during the year.

We were able to fulfill certain legislative requirements despite the challenges. Updating the land use bylaws aimed at delivering more housing options was started. The Interim Housing Needs report was completed, while work to update the Official Community Plan based on the Housing Needs Assessment commenced.

Our progress would not be possible without the dedication and commitment of the Village staff, and a Council that makes decisions that benefit the overall well-being of the community.

We are grateful to the volunteers, collaborative partners, and engaged residents for their contributions towards enhancing the quality of life for those who live, work and visit the community.

Going forward, we intend to utilize the funds we currently have in reserves for initiatives that will help to offset our current infrastructure deficit.

The Village of Port Clements team is committed to continuous improvement, growth and development of our community.

**CAO Marjorie Dobson**

June 2025

# FINANCE REPORT

The Senior Finance Manager, under the Chief Financial Officer, is responsible for most of the financial services including: the processing of financial transactions, filing reports to the provincial and federal governments, goods and services procurement, management of Village funds, billing, collection of property taxes, collection of utility user fees and reconciling monthly reports.

FBB Chartered Professional Accountants LLP was hired in 2024 to audit and review financial transactions and prepare financial statements in accordance with the Canadian Public Sector Accounting Standards. The attached independent Auditor's Report outlines their responsibilities, their scope, and their opinion of the Village's financial statements.

In 2024, the municipality collected \$135,780 from property taxes, \$53,060 from water frontage tax, and \$36,081 from sewer frontage tax. \$317,536 was collected on behalf of other agencies.

The Campground at Sunset Park was popular this year, campers generated a revenue of \$13,264, an increase of 179% over 2023.

31 Business licences were purchased in 2024, no change from 2023.

**Senior Finance Manager**

**Ronda Bell**

June 2025

# PUBLIC WORKS REPORT

The day to day activities include our agenda to provide safe and reliable drinking water to the community, Operate and maintain a wastewater system that meets both Federal and Provincial requirements, the operations and maintenance of other infrastructure including the biomass system, wharves, multiplex center, community hall, firehall, community parks, campground, trails, maintenance of and green spaces through out the community

Some of the highlights of 2024 include, but are not limited to:

- The upgrading of our water treatment plant with new analyzer, pumps, and chlorinator system
- Getting Well #3 online and running - now operational, and providing a good source of water
- The construction phase of the new Sewer Lagoon
- Upgrading the Wastewater System lift stations to improve reliability and reduce maintenance
- Started work on a section of community park washroom designated for the winter season.

Looking ahead we intend to:

- Remove trees and overhangs in the campground for better movement of air
- Upgrade our emergency back up generator for the Water Treatment plant
- Get another staff certified to operator the Water Treatment Plant and the Wastewater System
- Replace the asbestos water line on Tingley Street
- Install energy efficient heat pumps in our older buildings
- Implement minor upgrade and new piping to the Biomass plant to improve efficiency
- Connecting well # 4 to the Water Treatment Plant

**Public Works  
Superintendent  
Robert Kidd  
June 2025**



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# BOARDS, COMMITTEES, COMMISSIONS

## INTERNAL AND EXTERNAL BODIES

The Village of Port Clements had three Commissions providing services in accordance with their establishing bylaws to the community in 2024:

- **Recreation Commission**
- **Emergency Management Commission**
- **Vibrant Community Commission**

The Vibrant Community Commission was unable to retain membership or acquire new membership, stopping its operations in August 2024.

The Village of Port Clements also appoints representatives from Council to sit on external bodies to participate and represent Council's stance and Village interests on matters these bodies handled in 2024:

- **Graham Island Central Advisory Committee (Gwaii Trust)**
- **Northwest Regional Advisory Committee (Northern Development)**
- **North Coast Regional District**
- **Northern Health Authority**
- **Misty Isles Economic Development Society**
- **Gwaii Tol Society**
- **Vancouver Island Regional Library**
- **Haida Gwaii Community Futures**
- **Municipal Insurance Association**
- **Haida Gwaii Protocol Table**
- **Northwest BC Resource Benefits Alliance**

# RECREATION COMMISSION REPORT

We started off the year with a family day event at the Community Park on February 19<sup>th</sup>. Hot chocolate and hot dogs. Weather was in our favour. The children were introduced to nature mandala, making designs with rocks, twigs, leaves or whatever they could find.

Next was Easter held on April 1<sup>st</sup>. Here the children coloured eggs and white and chocolate cupcakes. Another favourable day at the Community Park.

Canada Day was held June 28<sup>th</sup>, 29<sup>th</sup>, and 30<sup>th</sup>. Day started with a Parade. Firemen did their breakfast. We had approx 10 food vendors plus a number of fun activities. In particular the balloon lady, bouncy house, and a very popular chance to colour rocks and shells. Weather was not the best but certainly brought out the numbers for the mud bog.

A new event happened August 25<sup>th</sup> and we can see that becoming an annual event. It is called "Tour De Port". This starts at the swim place where they wade out to a spot, return - take bike a distance down Bayview Drive, return to swim spot then race up the trail to the Community Park. The thrill was receiving "cookie" medals.

Breakfast with Santa was held December 14<sup>th</sup> with pancake breaky and Santa arriving at 10:30 to hand out 30 gifts to smiling little ones.

The Village of Port Clements decorated the Community Park with lights. On December 29<sup>th</sup> we held an event to enjoy these lights with hot chocolate. Scavenger hunt very popular.

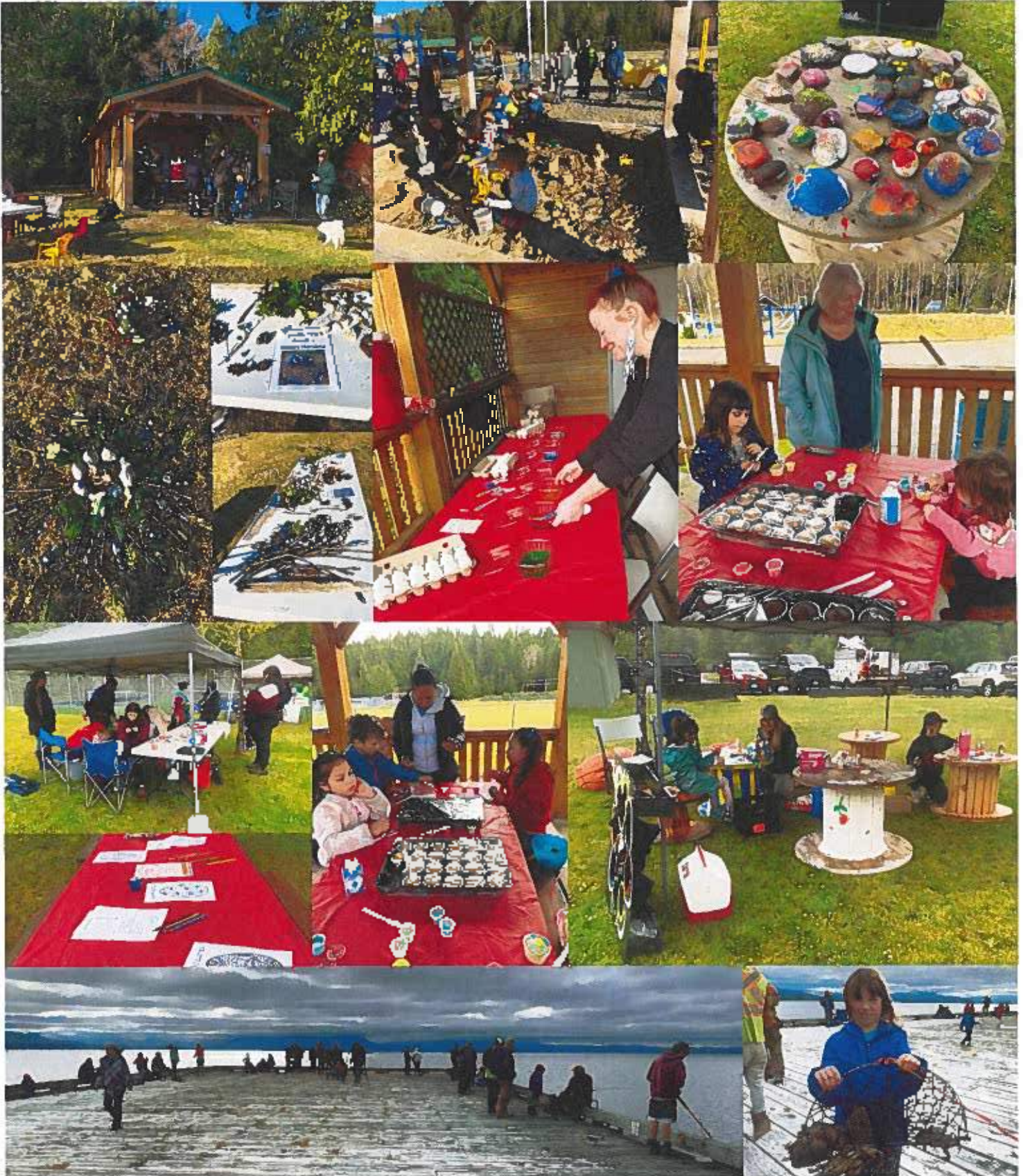
Throughout the year volleyball, indoor and outdoor soccer, badminton, softball and golf took place.

These events do not happen without the support of our community and the energy from our appreciated volunteers... **THANK YOU.**

**Commission Chair**

**Bev Lore**

**February 2025**



04

# STRATEGIC PRIORITIES



Council went through an extensive strategic plan development process at the beginning of 2021 and adopted their 5-year strategic plan, 2021 - 2025 inclusive, in April 2021. They updated their strategic plan in January 2022. The following list of strategic priorities are from the updated plan as well as any priorities that were not completed in 2023 and rolled over into 2024:

- Vibrant Community Commission
  - Tourism Signage
- Water Treatment Plant Upgrades
  - Well #3 connector
  - Chlorine Shed Repairs
  - Asbestos Cement Waterline Replacement
  - Operating System Upgrades
- Sewer Lagoon Compliance Upgrade
  - Lift Station(s)
- Public Works Salt/Sand Shed/Pellet Storage
- Clinic Project
  - Heat Return Ventilation System & Heat Pumps
  - Drainage
  - Building Assessment
- Heat Pump Project
  - St. Marks and other municipal buildings
- Sunset Park Campground Upgrade
- Community Park Improvements
  - Tennis Court Revitalization
  - Soccer Field
  - Bathroom Security
  - Playground Fencing
  - Playground Equipment (Recreation Commission)
- Update Emergency Preparedness Plan
- Review Community Wildfire Protection Plan
- Official Community Plan, Zoning/Subdivision Bylaw Modernization

# 2024

Council is in the process of reviewing and updating its strategic priorities. The following list of strategic priorities are planned to be undertaken in 2025 as outlined in the previously updated strategic plan, as well as reflecting any priorities that were not completed in 2024:

- **Water Treatment Plant Upgrades**
  - Asbestos Cement Waterline Replacement
  - Operating System Upgrades
- **Sewer Lagoon Compliance Upgrade**
  - Lift Station(s)
- **Heat Pump Project**
  - St. Marks and other municipal buildings
- **Update Emergency Preparedness Plan**
- **Review Community Wildfire Protection Plan**
- **Official Community Plan, Zoning/Subdivision Bylaw Modernization**

# STRATEGIC PRIORITIES



# 2025



# FINANCIAL INFORMATION

Year End December 31, 2024

*Elected Officials*

*Employees*

*Severance Pay*

**2024 Audited Financial Statement**

# YEAR END DECEMBER 31, 2024

## ELECTED OFFICIALS

NAME	POSITION	REMUNERATION	EXPENSES	TOTAL PER OFFICIAL
Cabianca, Scott	Mayor	\$10,000.00	\$3,947.02	\$13,947.02
Cumming, Brigid	Councillor	\$6,000.00	\$0.00	\$6,000.00
Falconbridge, Kazimir	Councillor	\$6,000.00	\$56.70	\$6,056.70
Nicol, Wayne	Councillor	\$6,000.00	\$0.00	\$6,000.00
Reindt, Dennis	Councillor	\$6,000.00	\$0.00	\$6,000.00
<b>TOTALS FOR ALL OFFICIALS</b>		<b>\$34,000.00</b>	<b>\$4,003.72</b>	<b>\$38,003.72</b>

## EMPLOYEES

NAME	POSITION	REMUNERATION	EXPENSES	TOTAL PER EMPLOYEE
Dobson, Marjorie	CAO	\$102,438.32	\$140.24	\$102,578.56
Employees Under \$75,000.00	All other	\$291,021.36	\$701.28	\$291,722.64
<b>TOTALS FOR ALL EMPLOYEES</b>		<b>\$393,459.68</b>	<b>\$841.52</b>	<b>\$394,301.20</b>

## SEVERANCE PAY

<b>TOTAL EMPLOYEE SEVERANCE PAY FOR 2024</b>	<b>\$0.00</b>
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2024

# AUDITED FINANCIAL STATEMENT

Village of Port Clinton

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

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### MANAGEMENT'S RESPONSIBILITY

The information and representations in the consolidated financial statements are the responsibility of management and have been approved by the Mayor and Council of the Village of Port Clements. The consolidated financial statements were prepared by management in accordance with Canadian Public Sector Accounting Standards and, where necessary, reflect management's best estimates and judgements at this time. It is reasonable possible that circumstances may arise which cause actual results to differ. Management does not believe it is likely that any differences will be material.

The Village of Port Clements maintains systems of internal accounting controls, policies and procedures to provide reasonable assurances as to the reliability of the financial records and safeguarding of its assets.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and are ultimately responsible for reviewing and approving the consolidated financial statements.

The consolidated financial statements have been reviewed and approved by the Mayor and Council. The consolidated financial statements have been audited by F&B Chartered Professional Accountants LLP, the independent auditors, whose report follows.

March 19, 2025  
Port Clements, British Columbia

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**INDEPENDENT AUDITOR'S REPORT**

To the Mayor and Council,  
Village of Port Clements

**Opinion**

We have audited the financial statements of Village of Port Clements, which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Village of Port Clements as at December 31, 2024, and its financial performance and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

**Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Village in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

*CPA*

## INDEPENDENT AUDITOR'S REPORT (continued)

**Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

March 19, 2025  
 Prince George, British Columbia

PBB Chartered Professional Accountants LLP

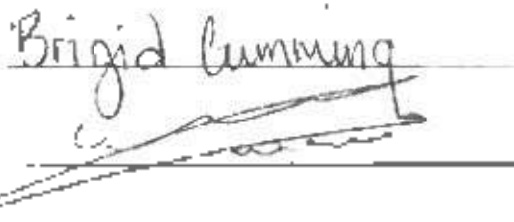
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**Village of Port Clements**

Consolidated Statement of Financial Position  
As at December 31, 2024

	<u>2024</u>	<u>2023</u>
<b>Financial assets</b>		
Cash and investments	\$ 8,403,665	\$ 7,335,108
Taxes and arrears receivable (note 7)	228,745	172,884
	<u>8,722,910</u>	<u>7,507,992</u>
<b>Financial liabilities</b>		
Accounts payable and accrued liabilities (note 3)	80,174	102,728
Liability for contaminated site (note 1c)	3,475,400	4,413,650
Deferred revenue (note 4)	1,704,672	764,177
	<u>5,260,246</u>	<u>5,310,760</u>
<b>Net financial assets</b>	<u>3,462,664</u>	<u>2,196,627</u>
<b>Non-financial assets</b>		
Property acquired for taxes	3,202	9,209
Prepaid expenses	42,785	213,916
Tangible capital assets (note 5)	5,024,602	8,560,000
	<u>5,070,589</u>	<u>8,783,125</u>
<b>Accumulated Surplus (note 8)</b>	<u>\$ 12,543,248</u>	<u>\$ 10,979,745</u>

Approved by the Mayor and Council

*Brigid Cumming*  


**Village of Port Clements**  
**Consolidated Statement of Operations**  
**For the year ended December 31, 2024**

	2024 Budget (unaudited)	2024 Actual	2023 Actual
<b>Revenue</b>			
Property taxes	\$ 221,050	\$ 224,921	\$ 225,681
Grants in lieu	8,513	8,468	8,804
Sale of services	5,500	6,915	6,855
Revenue from own sources	220,590	271,326	251,671
Multi-purpose building rental	14,500	14,791	13,081
Unconditional grants (Schedule 1)	2,159,213	382,957	600,113
Conditional grants (Schedule 1)	1,676,232	1,655,775	698,904
Interest and penalties on taxes and user fees	103,178	316,801	231,558
Collections for other agencies	317,498	317,128	292,601
	<u>4,726,283</u>	<u>3,201,002</u>	<u>2,329,868</u>
<b>Expenses</b>			
Legislative	49,500	41,881	44,270
General administration	401,900	360,696	372,335
Emergency services	5,500	7,225	2,040
Protective services	48,600	40,918	36,585
Common services	74,648	78,406	50,961
Wharf	10,480	3,662	1,676
Small craft harbour	23,000	12,231	10,712
Roads and public works	82,350	65,991	41,319
Economic development	65,600	158,065	179,162
Parks, recreation and tourism	104,100	91,455	69,633
Water and sewer utility operations	259,346	195,372	154,066
Multi-purpose building maintenance	80,400	64,035	70,543
Fiscal services	1,500	2,140	1,785
Amortization	148,392	174,957	153,953
Payments to other agencies	317,498	317,536	292,589
	<u>1,671,814</u>	<u>1,617,579</u>	<u>1,481,579</u>
<b>Annual Surplus</b>	<u>3,054,469</u>	1,583,503	848,289
<b>Accumulated surplus, beginning of year</b>		10,979,745	10,131,456
<b>Accumulated surplus, end of year (note 8)</b>		<u>\$ 12,543,248</u>	<u>\$ 10,979,745</u>

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**Village of Port Clements**

**Consolidated Statement of Changes in Net Financial Assets  
For the year ended December 31, 2024**

	2024 <u>Budget</u> (unaudited)	2024 <u>Actual</u>	2023 <u>Actual</u>
Annual surplus	\$ 3,054,469	\$ 1,563,501	\$ 848,289
Amortization	-	174,957	153,953
Change in prepaid expenses	-	171,631	(185,904)
Transfer (to) from reserve funds	434,976	-	-
Disposition of tangible capital assets	-	1,288	-
Proceeds on sale of tangible capital assets	-	(1,288)	-
Acquisition of tangible capital assets	<u>(3,489,445)</u>	<u>(639,559)</u>	<u>(83,925)</u>
Increase in net financial assets	<u>\$ -</u>	1,270,532	734,413
Net Financial Assets, beginning of year		<u>2,196,627</u>	<u>1,462,714</u>
Net Financial Assets, end of year		<u>\$ 3,467,159</u>	<u>\$ 2,196,627</u>

**Village of Port Clements**  
**Consolidated Statement of Cash Flows**  
**For the year ended December 31, 2024**

	<u>2024</u>	<u>2023</u>
<b>NET INFLOW (OUTFLOW) OF CASH:</b>		
<b>Operating Activities</b>		
Annual surplus	\$ 1,563,503	\$ 848,289
Non-cash charges to operations		
Amortization	174,957	153,053
Gain on disposition of tangible capital assets	(1,288)	-
Liability for contaminated site	(967,760)	(35,725)
Changes in non-cash operating balances		
(Increase) decrease in taxes and accounts receivable	(56,056)	32,286
Decrease in accounts payable and accrued liabilities	(22,554)	(20,055)
Property acquired for taxes	-	-
Decrease in deferred revenue	940,305	66,444
Decrease (increase) in prepaid expenses	171,631	(185,904)
	<u>1,802,738</u>	<u>859,288</u>
<b>Capital Activity</b>		
Proceeds on sale of tangible capital assets	1,288	-
Acquisition of tangible capital assets	(639,559)	(81,925)
	<u>1,164,467</u>	<u>777,363</u>
Increase in cash and investments	1,164,467	777,363
Cash and investments, beginning of year	<u>7,335,198</u>	<u>6,557,835</u>
Cash and Investments, end of year	<u>\$ 8,499,665</u>	<u>\$ 7,335,198</u>

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**Village of Port Clements**

Notes to the Consolidated Financial Statements  
 For the year ended December 31, 2024

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**General**

The Village of Port Clements is a municipality and provides general government, water, sewer and related services to the residents of Port Clements, British Columbia.

**1. SIGNIFICANT ACCOUNTING POLICIES**

**a. Basis of Presentation**

These consolidated financial statements reflect all revenues, expenses, assets and liabilities of the Village of Port Clements. It is the Village's policy to follow Canadian public sector accounting standards and apply such principles consistently. The consolidated financial statements have been prepared incorporating guidelines issued by the Public Sector Accounting Board (PSAB) of the CPA Canada Handbook as recommended by Municipal Affairs, Province of British Columbia.

The focus of Canadian public sector accounting standards is on the financial position of the Village and the changes thereto. The Consolidated Statement of Financial Position reflects the combined results and activities of the Village's Operating, Capital and Reserve Funds. The purposes of these funds are:

- i. **Operating Funds**  
 Operating Funds are to be used to recoup the costs associated with providing Village services.
- ii. **Capital Funds**  
 Capital Funds are used to account for the acquisition costs of the Village's tangible Capital Assets, the accumulated amortization therein, and the funding thereof including related long-term debt.
- iii. **Reserve Funds**  
 Under the Local Government Act of the Province of British Columbia, the Mayor and Council of the Village may, by bylaw, establish Reserve funds for specific purposes. Money in a Reserve Fund and interest thereon must be used only for the purpose for which the fund was established. If the amount in a Reserve Fund is greater than required, the Mayor and Council may, by bylaw, transfer all or part of the balance to another Reserve Fund.

Financial assets are economic resources controlled by the government as a result of past transactions from which future economic benefits may be obtained. Liabilities are present obligations of the government to others arising from past transactions, the settlement of which is expected to result in the future sacrifice of economic benefits.

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues. Expenses are recorded in the period in which goods and services are acquired and a liability is incurred.

**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

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**1. SIGNIFICANT ACCOUNTING POLICIES (continued)****b. Restricted Financial Assets**

Restricted financial assets include assets held in trust to be expended only in accordance with the conditions of the trust, and amounts from reserve funds set aside for future debt retirement or for future capital expenditures.

**c. Revenue recognition**

Taxes are recognized as revenue when they are levied. Sale of services and user fee revenues are recognized when the service or product is provided by the Village. Conditional grants are recorded as revenue when specified conditions have been met. Unconditional grants are recorded when funding is received or receivable. Revenues received where conditions have not yet been met are recorded as deferred revenue.

**d. Tangible Capital Assets**

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset, excluding all interest costs. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. Assets under development or construction are not amortized until put into use.

Amortization is provided using the straight-line method at the estimated useful lives of the assets at the following rates:

Land	Nil
Buildings	20-150 years
Automotive	6-13 years
Fire department	10-30 years
Office equipment	15 years
Tools and equipment	4-20 years
Parks and recreation	3-100 years
Roads and sidewalks	20-40 years
Biomass heating system	50-70 years
Solar Panel	15 years
Water system	4-140 years
Sewer system	165 years

**e. Property acquired for taxes**

Property acquired for taxes is recorded at acquisition cost.

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**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

**1. SIGNIFICANT ACCOUNTING POLICIES (continued)**

**f. Use of Estimates**

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the period. Significant areas requiring the use of management estimates include: determination of accrued sick benefits, collectibility of accounts receivable, amortization of tangible capital assets, liability for contaminated site and provisions for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

**g. Liability for contaminated sites**

The Village recognizes a liability for contaminated sites as at the reporting date when:

- a) an environmental standard exists;
- b) contamination exceeds the environmental standard;
- c) the government
  - (i) is directly responsible; or
  - (ii) accepts responsibility;
- (d) it is expected that future economic benefits will be given up; and
- (e) a reasonable estimate of the amount can be made.

An asset acquired as part of remediation is recorded as an expense if the asset has no alternate use.

**2. TAXES AND ACCOUNTS RECEIVABLE**

	<u>2024</u>	<u>2023</u>
Property taxes	\$ 43,835	\$ 28,402
Utilities	26,474	73,179
Sales taxes	70,430	13,196
Other receivables	87,506	117,412
	<u>\$ 228,245</u>	<u>\$ 172,189</u>

**3. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

Trade and accrued liabilities	\$ 79,339	\$ 102,208
Payroll and withholding taxes	835	570
	<u>\$ 80,174</u>	<u>\$ 102,778</u>

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## Village of Port Clements

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

### 4. DEFERRED REVENUE

	2024	2023
Federal Gas Tax Community Works	\$ 552,741	\$ 461,728
Province of B.C. - Climate Action Program	202,537	82,164
Province of B.C. - Development approval process	151,141	-
Province of B.C. - EDMA Indigenous Engagement grant	40,000	-
Northwest Resource Benefit Alliance - 85% restricted	757,247	-
CFRIP - Sunset Bird Tower Grant	-	219,000
Prepaid taxes, business licences, fitness memberships	910	1,480
	<u>\$ 1,704,676</u>	<u>\$ 764,372</u>

The Village is a participant under the Community Works Fund that provides for the Village's receiving Federal gas taxes transferred under the New Deal for Cities and Communities signed by the Union of BC Municipalities, the Province of British Columbia, and the Government of Canada. Although the Village has some latitude in determining which projects to pursue, the agreement provides that projects should address the reduction of greenhouse gas emissions, cleaner air and cleaner water.

In June 2024, the Village received funds as a local government member through the Northwest Resource Benefit Alliance providing \$50M in funding to all Northwest B.C. local governments. The Village's share of these funds was \$890,997. The terms of the agreement states that 85% of this amount must be expended on major capital projects and the Village has deferred this portion of the funds for major capital projects to occur in subsequent years.

### 5. TANGIBLE CAPITAL ASSETS

			2024	2023
	Cost	Accumulated Amortization	Net Carrying Amount	
Land	\$ 466,958	\$ -	\$ 466,958	\$ 466,958
Buildings	3,864,107	776,951	3,087,156	3,117,134
Automotive	678,591	116,683	561,908	122,054
Fire department	546,175	488,838	57,337	67,117
Office equipment	38,967	17,144	21,823	19,594
Tools and equipment	57,685	42,609	15,076	10,425
Parks and recreation	1,185,704	370,210	815,554	834,167
Roads and sidewalks	471,067	289,513	181,554	196,686
Biomass heating system	114,148	98,753	15,395	323,678
Solar Panel	151,900	86,079	65,821	75,948
Water system	2,595,142	435,810	2,159,332	2,039,735
Sewer system	1,620,533	343,845	1,276,688	1,286,509
	<u>\$ 12,091,037</u>	<u>\$ 3,066,435</u>	<u>\$ 9,024,602</u>	<u>\$ 8,560,000</u>

**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

**5. TANGIBLE CAPITAL ASSETS (continued)**

Tangible Capital Asset Additions for the year are as follows:

	Cost		Cost	
	January 1, 2024	Increases	Additions	December 31, 2024
Land	\$ 466,958	\$ -	\$ -	\$ 466,958
Buildings	3,853,409	-	10,698	3,864,107
Automotive	196,189	-	482,402	678,591
Fire department	546,175	-	-	546,175
Office equipment	36,183	-	2,787	38,970
Tools and equipment	83,903	(32,970)	6,457	57,390
Parks and recreation	1,185,764	-	-	1,185,764
Roads and sidewalks	471,067	-	-	471,067
Biomass heating system	414,148	-	-	414,148
Solar panel	151,900	-	-	151,900
Water system	2,458,222	-	136,970	2,595,192
Sewer system	1,620,533	-	-	1,620,533
	<u>\$ 11,481,448</u>	<u>\$ (32,970)</u>	<u>\$ 639,559</u>	<u>\$ 12,091,037</u>

Amortization for the year is as follows:

	Balance		Balance	
	January 1, 2024	Accumulated Depreciation	Amortization	December 31, 2024
Land	\$ -	\$ -	\$ -	\$ -
Buildings	736,775	-	40,576	775,951
Automotive	75,235	-	42,548	115,683
Fire department	475,083	-	9,775	488,838
Office equipment	16,586	-	558	17,144
Tools and equipment	73,478	(32,970)	2,101	42,609
Parks and recreation	351,557	-	18,623	370,210
Roads and sidewalks	174,381	-	15,132	189,513
Biomass heating system	30,470	-	8,283	98,753
Solar panel	75,952	-	10,127	86,079
Water system	418,487	-	17,323	435,810
Sewer system	334,024	-	9,871	343,845
	<u>\$ 2,924,446</u>	<u>\$ (32,970)</u>	<u>\$ 174,957</u>	<u>\$ 3,066,435</u>

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**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

**5. TANGIBLE CAPITAL ASSETS (continued)**

	<u>2024</u>	<u>2023</u>
Details of asset additions:		
Water system - Control panel and wireless system	\$ -	\$ 43,600
Water system - Well #3 and related capital	116,920	-
Public works yard - Quanset cover for seaman, crush	10,698	-
Computers for public works and office	2,787	-
2016 Ford F150 Public Works	14,766	-
Freightliner M2-106 Pumper Truck	467,636	-
Public works - landscaping equipment	6,752	-
Pickleball court, fencing, freight & materials	-	38,925
	<u>\$ 639,559</u>	<u>\$ 81,925</u>

**6. NET ASSETS INVESTED IN TANGIBLE CAPITAL ASSETS**

Net assets in tangible capital assets, beginning of year	\$ 8,560,000	\$ 8,632,028
Add: acquisition of tangible capital assets	639,559	81,925
Less: amortization	(174,957)	(153,953)
	<u>\$ 9,024,602</u>	<u>\$ 8,560,000</u>

**7. RESERVE FUNDS**

	Balance January 1, 2024	Additions/ Transfers	Balance December 31, 2024
Northern Capital and Planning Grant	\$ 2,392,602	\$ 129,625	\$ 2,522,227
Growing Communities Grant	600,000	18,006	618,006
NWRBA reserve	-	898,065	898,065
Latecomer's fee reserve	9,369	-	9,369
Fire department reserve	5,500	-	5,500
Bursary reserve	500	-	500
Planning fund reserve	3,595	-	3,595
	<u>\$ 3,011,566</u>	<u>\$ 1,045,696</u>	<u>\$ 4,057,262</u>

These internally restricted net assets are not available for other purposes without the approval of mayor and council. Interest was added to the following reserves: NCPG grant reserve \$129,625, Growing Communities Fund \$18,006, and NWRBA reserve \$7,088

During the year, the Province of B.C. announced an award to the Northwest Resource Benefit Alliance in the amount of \$50,000,000. The funds have been distributed to the member municipalities proportionately based on population, the Village received \$890,997 as its share.

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**Village of Port Clements**

Notes to the Consolidated Financial Statements  
 For the year ended December 31, 2024

**8. ACCUMULATED SURPLUS**

	<u>2024</u>	<u>2023</u>
General operating fund	\$ 3,402,344	\$ 3,213,900
Water system	509,565	636,933
Sewer systems	(4,450,515)	(4,442,655)
Net assets invested in tangible capital assets (note 6)	9,024,602	8,550,000
Reserve funds (note 7)	4,057,767	3,011,566
	<u>\$ 12,543,248</u>	<u>\$ 10,979,745</u>

**9. COMMITMENTS AND CONTINGENCIES**

a. The Village is jointly and severally liable under the provisions of the Community Charter for any default on monies borrowed by the Village.

b. Municipal Pension Plan

The Village and its employees contribute to the Municipal Pension Plan (Plan), a jointly trustee pension plan. The Board of Trustees, representing Plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. The Plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of Plan funding. The actuary determines an appropriate combined employer and member contribution rate to the fund. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefit for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit. The most recent valuation as at December 2021 indicated a funding surplus of \$3,761 million for basic pension benefits on a going concern basis.

The next valuation will be December 31, 2024 with results available in 2025. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension accounting). This is because the Plan records accrued liabilities and assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the Plan.

The Village of Port Clements paid \$26,719 for employee contributions and \$24,710 in employer contributions to the Plan in the year ended December 31, 2024 (2023 - \$32,050 and \$29,640).

**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

**8. ACCUMULATED SURPLUS**

	<u>2024</u>	<u>2023</u>
General operating fund	\$ 3,402,344	\$ 3,213,900
Water system	509,555	636,934
Sewer system	(4,450,515)	(4,442,655)
Net assets invested in tangible capital assets (note 6)	9,024,602	8,560,000
Reserve funds (note 7)	4,057,767	3,011,566
	<u>\$ 12,543,248</u>	<u>\$ 10,979,745</u>

**9. COMMITMENTS AND CONTINGENCIES**

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The Village of Port Clements paid \$26,719 for employer contributions and \$24,710 in employee contributions to the Plan in the year ended December 31, 2024 (2023 - \$32,050 and \$29,640).

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**Village of Port Clements**

Notes to the Consolidated Financial Statements  
For the year ended December 31, 2024

**10. ECONOMIC DEPENDENCE**

The Village receives a significant portion of revenue from the Province of British Columbia through the government's Small Community Proportion Program.

**11. FINANCIAL INSTRUMENTS AND RISK MANAGEMENT**

The village's financial instruments consist of cash and investments, taxes and accounts receivable, accounts payable and accrued liabilities and deferred revenue. Unless otherwise noted, it is management's opinion that the Village is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

The Village is exposed to financial risk that arises from the credit quality of the entities to which it provides services. Credit risk arises from the possibility that the entities to which the Village provides services may experience financial difficulty and be unable to fulfil their obligations. The Village mitigates this risk by dealing with counterparties management considers to be of high integrity.

The Village is exposed to interest rate risk arising from fluctuations in interest rates on its cash and investments. No financial instruments are held that mitigate this risk.

**12. EXPENSES BY OBJECT**

	2024 <u>Budget</u> <small>(Unaudited)</small>	2024 <u>Actual</u>	2023 <u>Actual</u>
Salaries, wages and benefits	\$ 505,174	\$ 445,677	\$ 358,410
Materials and supplies	129,700	106,125	107,096
Contracted services	78,100	49,177	83,647
Rent, maintenance and utilities	349,000	261,932	269,425
Mayor and council remuneration and travel	48,500	41,097	43,520
Insurance	44,950	59,958	45,824
Grant expenses	1,706,732	273,317	167,317
Interest and bank charges	1,500	2,057	1,800
Amortization	148,392	174,957	153,953
Payment to other agencies	317,098	317,536	292,539
	<u>\$ 3,174,546</u>	<u>\$ 1,677,576</u>	<u>\$ 1,481,579</u>

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## Village of Port Clements

Notes to the Consolidated Financial Statements

For the year ended December 31, 2024

### 13. LIABILITY FOR CONTAMINATED SITES

The Village is aware of one potentially contaminated site on land the Village is responsible for. An old gas station site may require environmental remediation. The Village has no plans to redevelop or sell the property and has no future plans to remediate the property. Since there is no obligation to remediate the property or expected future outlay, no provision has been made in these financial statements. Should management become aware of any contaminated sites the Village is responsible for remediation, a liability for contaminated sites would be setup in accordance with PS3260.

During the year, the Village has exceeded environmental standards relating to its effluent discharge from its wastewater operations into the Masset Inlet which has been deemed hazardous to fish as per Environment Canada. As directed by Environment Canada, the Village has to remediate the effluent discharge fully or reduce to acceptable levels by September 2022. Given the issues surrounding Covid-19 and obtaining contractors to complete the project, the Village was granted additional time to complete the project. The Village has determined the only effective way to mitigate the issue is the construction of a new sewer lagoon and related wastewater facility. The Village has undertaken studies and quotation from professional contractors for the costs to extend the sewer lagoon and facilities and has recorded a liability for environmental contamination as follows:

Construction costs, with 1% inflation allowance for materials	\$ 3,552,000
Consultant costs (engineers, forester, monitor)	349,000
Other costs (federal and provincial required signage)	7,000
Contingency for cost overruns and unforeseen items (15%)	<u>878,000</u>
	4,786,000
Less costs incurred to date	<u>(1,310,100)</u>
Provision for environmental remediation	<u>\$ 3,475,900</u>

During the year, the Village has already incurred \$967,760. (2023 to date, \$337,340) in costs with respect to planning and preparation for this project. These items have been expensed in the year incurred under Environmental remediation expenses in the statement of operations along with the above provision. The item is recorded as an expense rather than an asset since it has no alternate use as required by PS3260.45 and Note 2.

The Village believes the above liability will be funded \$1,000,000 by the Village from a combination of reserves and surpluses and the balance will be funded by federal and provincial grants. The Village has applied for and received confirmation for the relevant federal and provincial grants and these grant will be recorded as revenue when received or receivable. \$1,000,000 of funding was received in 2024 from the Province of B.C. channeled from the federal government.

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## Village of Port Clements

### Notes to the Consolidated Financial Statements

For the year ended December 31, 2024

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#### 14. BUDGETED FIGURES

The budget amounts presented throughout these consolidated financial statements are unaudited and represent the amended five-year financial plan bylaw No. 485 approved by the Village Mayor and Council on May 9, 2024.

#### 15. CONTINGENT LIABILITY

The Village is contingently liable for fines of \$500,000 to \$6,000,000 from Environment Canada should they not carry out the environmental remediation as disclosed in Note 14. The Village believes their remediation plan will be accepted by Environment Canada and the project will be completed before any fines are applied.

**Village of Port Clements**

Schedule 1

**Schedule of Grant Revenues**

For the year ended December 31, 2024

	2024	2023
<b>Unconditional Grants</b>		
Small Community Protection Grant	\$ 371,500	\$ 361,000
Investing in Canada Infrastructure - waste water upgrades	<u>11,457</u>	<u>239,113</u>
	<u>382,957</u>	<u>600,113</u>
<b>Conditional Grants</b>		
CERIP 2023 carried forward	\$ 219,000	\$ -
UBCM Fire department equipment grant	14,722	-
UBCM Flood risk assessment	-	13,217
Canada summer jobs	-	2,263
Western Economic Diversification	13,449	-
Province of B.C. - growing communities fund	-	600,000
Gwaii Trust - Youth program	5,000	5,000
Gwaii Trust - major contribution	250,000	-
Gwaii Trust - community events	806	-
Gwaii Trust - holiday event grant	8,106	17,832
Province of B.C. - waste water improvements	1,000,000	-
Northwest Resource Benefit Alliance	890,997	-
Northwest Resource Benefit Alliance - 85% restricted deferred	(757,347)	-
NDIT - grant writer	8,000	8,000
Sunset trail grant	-	49,026
Vibrant community commission	615	-
Other	<u>4,427</u>	<u>3,566</u>
	<u>\$ 1,655,775</u>	<u>\$ 698,904</u>

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**INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION**

To the Mayor and Council,  
Village of Port Clements,

We have audited and reported separately herein to the consolidated financial statements of the Village of Port Clements as at and for the year ended December 31, 2024.

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The current year's supplementary information included is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion, is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

March 19, 2025  
Prince George, British Columbia

PBB Chartered Professional Accountants LLP

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**Village of Port Clements**

**General Operating Fund - Statement of Financial Position**

As at December 31, 2024

	<u>2024</u>	<u>2023</u>
<b>Financial assets</b>		
Cash and investments	\$ 8,499,665	\$ 7,335,198
Due from other funds	465,060	-
Taxes and accounts receivable	<u>228,245</u>	<u>172,189</u>
	<u>9,192,970</u>	<u>7,507,387</u>
<b>Financial Liabilities</b>		
Accounts payable and accrued liabilities	80,174	102,728
Deferred revenue	1,704,677	764,372
Due to other funds	<u>-</u>	<u>637,939</u>
	<u>1,784,851</u>	<u>1,505,039</u>
<b>Net financial assets</b>	<u>7,408,119</u>	<u>6,002,348</u>
<b>Non-financial assets</b>		
Property acquired for taxes	9,202	9,202
Prepaid expenses	42,285	213,916
Tangible capital assets	<u>5,588,584</u>	<u>5,233,757</u>
	<u>5,640,071</u>	<u>5,456,875</u>
	<u>\$ 13,048,190</u>	<u>\$ 11,459,223</u>
<b>Accumulated surplus</b>		
Accumulated surplus	3,402,344	3,213,900
Equity in tangible capital assets	5,588,584	5,233,757
Reserves	<u>4,057,262</u>	<u>3,011,566</u>
	<u>\$ 13,048,190</u>	<u>\$ 11,459,223</u>

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**Village of Port Clements**

General Operating Fund - Statement of Operations  
 For the year ended December 31, 2024

	2024 Budget (unaudited)	2024 Actual	2023 Actual
<b>Revenue</b>			
Property taxes	\$ 136,000	\$ 135,760	\$ 135,981
Grants in lieu	8,513	8,469	8,504
Sale of services	5,500	6,915	6,855
Revenues from own sources	121,791	157,372	152,863
Multi-purpose building rental	14,500	14,791	14,693
Unconditional grants	2,159,213	332,957	600,113
Conditional grants	1,676,232	1,555,775	698,909
Interest and penalties on taxes and user fees	100,705	314,841	229,086
Collections for other agencies	317,498	317,128	292,601
	<u>4,549,957</u>	<u>4,074,027</u>	<u>2,138,889</u>
<b>Expenses</b>			
Legislative	49,500	41,881	43,220
General administration	401,900	380,697	372,335
Emergency services	5,500	7,225	4,044
Protective services	48,600	40,818	36,585
Common services	74,848	78,406	50,963
Wharf	10,450	3,062	1,626
Small gift basket	22,000	12,233	10,712
Roads and public works	82,350	65,991	41,319
Economic development	65,000	158,000	179,162
Parks, recreation and tourism	104,100	94,405	69,673
Multi-purpose building maintenance	80,400	64,035	70,543
Fiscal services	1,900	2,150	1,785
Automation	122,921	147,813	126,807
Payments to other agencies	317,498	317,536	292,589
	<u>1,386,997</u>	<u>1,415,060</u>	<u>1,300,369</u>
<b>Annual surplus</b>	<u>3,162,960</u>	1,658,967	838,520
<b>Accumulated surplus, beginning of year</b>		<u>11,459,223</u>	<u>10,620,703</u>
<b>Accumulated surplus, end of year</b>		<u>\$ 13,048,190</u>	<u>\$ 11,459,223</u>

**Village of Port Clements**

**Water System - Statement of Financial Position  
As at December 31, 2024**

	<u>2024</u>	<u>2023</u>
<b>Financial assets</b>		
Due from general operating fund	\$ 509,555	\$ 636,934
<b>Non-financial assets</b>		
Tangible capital assets	<u>2,159,332</u>	<u>2,039,734</u>
	<u>\$ 2,668,887</u>	<u>\$ 2,676,668</u>
<b>Accumulated Surplus</b>		
Accumulated surplus	\$ 509,555	\$ 636,934
Equity in tangible capital assets	<u>2,159,332</u>	<u>2,039,734</u>
	<u>\$ 2,668,887</u>	<u>\$ 2,676,668</u>

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**Village of Port Clements**

**Water System - Statement of Operations**

For the year ended December 31, 2024

	<u>2024</u> <u>Budget</u> <small>(unaudited)</small>	<u>2024</u> <u>Actual</u>	<u>202</u> <u>Actual</u>
<b>Revenue</b>			
User charges	\$ 64,182	\$ 68,274	\$ 64,182
Water frontage tax	57,050	57,060	53,430
Interest and other	2,682	2,327	2,682
	<u>123,914</u>	<u>127,661</u>	<u>120,294</u>
<b>Expenses</b>			
Administration	15,000	15,000	15,000
Amortization	17,043	17,323	17,323
Distribution	49,000	51,716	30,700
Repairs and maintenance	14,000	16,916	4,241
Wages and benefits	69,923	51,886	44,152
	<u>164,966</u>	<u>171,441</u>	<u>111,333</u>
Annual surplus (deficit)	<u>(46,052)</u>	(7,780)	9,251
Accumulated surplus, beginning of year		<u>2,676,658</u>	<u>2,673,417</u>
Accumulated surplus, end of year		<u>\$ 2,658,887</u>	<u>\$ 2,676,668</u>

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**Village of Port Clements**

Sewer System - Statement of Financial Position  
As at December 31, 2024

	<u>2024</u>	<u>2023</u>
<b>Financial assets</b>		
Due from general operating fund	\$ (974,615)	\$ 1,005
<b>Financial Liabilities</b>		
Liability for contaminated site	<u>3,475,900</u>	<u>4,443,660</u>
<b>Net financial assets</b>	<u>(4,450,515)</u>	<u>(4,442,655)</u>
<b>Non-financial assets</b>		
Tangible capital assets	<u>1,276,688</u>	<u>1,286,509</u>
	<u>1,276,688</u>	<u>1,286,509</u>
	<u>\$ (3,173,827)</u>	<u>\$ (3,156,146)</u>
<b>Accumulated surplus</b>		
Accumulated deficit	\$ (4,450,515)	\$ (4,442,655)
Equity in tangible capital assets	<u>1,276,688</u>	<u>1,286,509</u>
	<u>\$ (3,173,827)</u>	<u>\$ (3,156,146)</u>

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**Village of Port Clements**  
**Sewer System - Statement of Operations**  
**For the year ended December 31, 2024**

	2024 <u>Budget</u> <small>(Unaudited)</small>	2024 <u>Actual</u>	2023 <u>Actual</u>
<b>Revenue</b>			
User charges	\$ 34,437	\$ 37,314	\$ 34,417
sewer frontage tax	33,000	36,081	35,379
	<u>67,437</u>	<u>73,395</u>	<u>70,796</u>
<b>Expenses</b>			
Administration	10,000	10,000	10,000
Amortization	8,428	9,821	9,821
Operations	27,560	11,507	9,597
Repairs and maintenance	4,000	10,713	2,873
Wages and benefits	69,973	19,035	31,991
	<u>119,961</u>	<u>61,076</u>	<u>64,278</u>
<b>Annual surplus (deficit)</b>	<u>(52,524)</u>	<u>(17,681)</u>	<u>6,518</u>
<b>Accumulated deficit, beginning of year</b>		<u>(3,156,146)</u>	<u>(3,162,664)</u>
<b>Accumulated deficit, end of year</b>		<u>\$ (3,173,827)</u>	<u>\$ (3,156,146)</u>

**Village of Port Clements**

**Northern Capital and Planning Grant - Statement of Operations**

**For the year ended December 31, 2024**

	<u>2024 Budget (unaudited)</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
<b>Revenue</b>			
Interest	-	129,625	121,378
	-	129,625	121,378
<b>Reserve funds, beginning of year</b>		<u>2,392,602</u>	<u>2,271,224</u>
<b>Reserve funds, end of year</b>		<u>\$ 2,522,227</u>	<u>\$ 2,392,602</u>

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**Village of Port Clements**

**Growing Communities Grant Statement of Operations  
For the year ended December 31, 2024**

	2024 Budget (unaudited)	2024 Actual	2023 Actual
<b>Revenue</b>			
Growing Communities Grant	\$ -	\$ -	\$ 600,000
Interest	-	18,000	-
<b>Annual surplus</b>	-	18,000	600,000
<b>Reserve funds, beginning of year</b>		600,000	-
<b>Reserve funds, end of year</b>		\$ 618,000	\$ 600,000

**Village of Port Clements**

Northwest Resource Benefit Alliance - Statement of Operations  
 For the year ended December 31, 2024

	2024 Budget (unaudited)	2024 Actual	2023 Actual
<b>Revenue</b>			
NW Resource Benefit Alliance	\$ -	\$ 898,997	\$ -
Interest	-	7,068	-
<b>Annual surplus</b>	<u>-</u>	898,065	-
<b>Reserve funds, beginning of year</b>		<u>-</u>	<u>-</u>
<b>Reserve funds, end of year</b>		<u>\$ 898,065</u>	<u>\$ -</u>

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# PERMISSIVE TAX EXEMPTIONS

As permitted in accordance with Section 227 of the *Community Charter*, by bylaw Council may grant property tax exemptions to properties with land and/or improvements that are eligible for such exemption



# PERMISSIVE TAX EXEMPTIONS

The 2024 permissive exemption list is provided for information purposes.

See Village of Port Clements' *Permissive Tax Exemption Bylaw #482, 2023* and Section 227 of the *Community Charter* for more information.

ORGANIZATION	CIVIC ADDRESS	TOTAL TAX EXEMPTION OF MUNICIPAL TAXES
Cedarview Pentecostal Church	161 Bayview Drive	\$533.89
Trustees of the Haida Gwaii Congregation of Jehovah's Witnesses	9 May Avenue	\$651.54
<b>TOTALS FOR ALL EXEMPTIONS</b>		<b>\$1,185.43</b>

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