



Annual Report 2018

DRAFT DOCUMENT

To be adopted by resolution at the June 24, 2019 Regular Meeting of Village Council

Purpose

In accordance with Part 4 Division 5 of the *Community Charter*, the following annual report contains:

- 2018 Statement of Financial Information (SOFI), including Village of Alert Bay audited 2018 annual financial statements;
- a list of the permissive tax exemptions provided by council, and for each exemption, the amount of municipal property tax that would have been imposed during the **previous year** if the exemption had not been granted;
- a report on the municipality's services and operations for the **previous year**;
- a progress report on the performance of the municipality with respect to established objectives and measures;
- a statement of objectives and measures that will be used as the basis for determining the municipality's performance during the **current year** and following year; and
- the details of any declarations of disqualification made against individual council members during the previous year.

Statement of Financial Information 2018

**THE CORPORATION OF
THE VILLAGE OF ALERT BAY**

FINANCIAL STATEMENTS

DECEMBER 31, 2018

THE CORPORATION OF THE VILLAGE OF ALERT BAY

2018 ELECTED OFFICIALS

Mayor D. Buchanan

Councillor K. Gordon
Councillor L. Granger

Councillor L. Hill
Councillor S. Parkinson

VILLAGE OFFICIALS

Chief Administrative Officer
Royal Canadian Mounted Police
Fire Chief

L. McNish
Sgt. C. Cook
K. Gordon

MUNICIPAL AUDITORS

Chan Nowosad Boates Inc.

BANKERS

Vancouver City Savings Credit Union

**THE CORPORATION OF
THE VILLAGE OF ALERT BAY**

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For the year ended December 31, 2018**

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MANAGEMENT REPORT

December 31, 2018

The Mayor and Council of the Corporation of the Village of Alert Bay has delegated the responsibility for the integrity and objectivity of the financial information contained in the financial statements to the management of the Corporation of the Village of Alert Bay. The financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and that financial records are reliable for preparation of the financial statements. These systems are monitored and evaluated by management.

The Corporation of the Village of Alert Bay's independent auditors, Chan Nowosad Boates Inc., Chartered Professional Accountants, are engaged to express an opinion as to whether these financial statements present fairly the Corporation of the Village of Alert Bay's financial position and operating results in accordance with Canadian public sector accounting standards. Their opinion is based on procedures they consider sufficient to support such an opinion.

The financial statements have, in management's position, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the financial position of the Corporation of the Village of Alert Bay as at December 31, 2018.



Lyle McNish CPA, CGA
CAO, CFO
May 13, 2019



INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the Corporation of the Village of Alert Bay

Opinion

We have audited the accompanying financial statements of the Corporation of the Village of Alert Bay (the "Village"), which comprise the statement of financial position as at December 31, 2018, the statement of operations and changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information (hereinafter referred to as the "financial statements").

In our opinion, the Village's financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2018, and of its financial performance and its cash flows for the year then ended. The financial statements have been prepared by management in accordance with Canadian public sector accounting standards.

Basis of 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 the ethical requirements that are relevant to our audit of the 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 of 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 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 financial statements that are free from material misstatement, 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 intends for the Village to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for over-seeing the Village's financial reporting process.

Auditors' Responsibilities for the Audit of the 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.

Auditors' Responsibilities for the Audit of the Financial Statements (continued)

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 the users taken on the basis of these 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 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 for 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 Village'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 Village'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 Village 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.
- 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.

Chan Nowosal Boate Inc.

Chartered Professional Accountants
Campbell River, BC

May 13, 2019

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Financial Position
As at December 31, 2018

	<u>2018</u>	<u>2017</u>
Financial Assets		
Cash	1,631,774	2,097,237
Property Taxes Receivable	50,732	58,594
Accounts Receivable	205,351	138,765
Grants Receivable	253,796	122,690
Investment (Note 2)	1	1
	<u>2,141,654</u>	<u>2,417,287</u>
Liabilities		
Accounts Payable	259,605	352,183
Contaminated Site Remediation (Note 3)	38,467	38,467
Deferred Revenue (Note 4)	419,998	511,119
Long Term Debt (Note 5)	421,239	473,555
	<u>1,139,309</u>	<u>1,375,324</u>
Net Financial Assets	1,002,345	1,041,963
Non-Financial Assets		
Tangible Capital Assets (Statement F)	6,484,524	5,904,345
Prepaid Expenses	29,798	29,729
	<u>6,514,322</u>	<u>5,934,074</u>
Accumulated Surplus (Note 7)	<u>7,516,667</u>	<u>6,976,037</u>

Contingent liabilities and lease commitments (Note 6)

The accompanying notes are an integral part of these financial statements.

Approved by:



Chief Administrative Officer



Mayor

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Operations
For the Year Ended December 31, 2018

	<u>2018</u>	<u>2018</u> <u>Budget</u>	<u>2017</u>
REVENUE		(Note 11)	
Taxes	421,284	424,320	408,301
Grants in Lieu of Taxes	20,763	21,959	21,959
Sewer User Rates	79,416	79,700	78,888
Water User Rates	32,513	40,708	33,143
Sale of Services	369,712	326,215	355,703
Other	135,198	128,054	205,330
Interest and Investment Income	33,759	30,426	28,396
Transfers from Governments (Statement G)	1,221,929	1,323,873	540,988
	<u>2,314,574</u>	<u>2,375,254</u>	<u>1,672,708</u>
 EXPENDITURE			
Administration	483,254	520,594	551,293
Public Works	296,948	364,172	311,519
Protective Services	19,455	81,076	26,829
Environmental Health Services	175,532	187,092	185,209
Recreation Services	112,170	177,034	100,387
Economic Development	220,715	81,741	190,388
Sewer Utility	232,977	216,416	198,979
Water Utility	63,699	7,934	41,027
Small Craft Harbour	116,970	128,277	100,962
Dock	52,224	72,327	55,389
	<u>1,773,944</u>	<u>1,836,663</u>	<u>1,761,982</u>
 SURPLUS (DEFICIT)	 540,630	 <u>538,591</u>	 (89,274)
Accumulated Surplus, Beginning of Year	6,976,037		7,065,311
Accumulated Surplus, End of Year	<u><u>7,516,667</u></u>		<u><u>6,976,037</u></u>

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Cash Flows
For the Year Ended December 31, 2018

	<u>2018</u>	<u>2017</u>
Cash and Equivalents at Beginning of Year	<u>2,097,237</u>	<u>1,983,675</u>
Cash Flows From Operating Activities		
Cash received from:		
Taxes and Utilities	569,123	523,011
Solid Waste Services and Tipping Fees	202,037	203,178
Sale of Services and Other Receipts	167,293	212,768
Rent	46,552	44,077
Interest from Late Payments of Taxes and Utilities	8,846	14,280
Grants	922,938	508,932
Deferred Revenue	76,764	72,827
Interest from Investments	16,734	14,849
	<u>2,010,287</u>	<u>1,593,922</u>
Cash used to pay for:		
Council Honorariums and Expenses	(26,177)	(28,763)
Payroll and Contracted Services	(689,389)	(686,262)
Goods and Services Used in Operations	(750,906)	(670,770)
Interest	(53,384)	(55,228)
	<u>(1,519,856)</u>	<u>(1,441,023)</u>
Net Cash Provided by Operations	<u>490,431</u>	<u>152,899</u>
Cash Flows from Capital Transactions		
Purchase of Tangible Capital Assets	<u>(920,603)</u>	<u>(2,336)</u>
Cash Flows from Financing Activities		
Repayment of Long-Term Debt	<u>(35,291)</u>	<u>(37,001)</u>
Cash and Equivalents at End of Year	<u>1,631,774</u>	<u>2,097,237</u>
Increase in Cash and Equivalents	<u>(465,463)</u>	<u>113,562</u>

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2018

	<u>2018</u>	<u>2017</u>
Annual (Deficit) Surplus	540,630	(89,274)
Acquisition of Tangible Capital Assets	(920,603)	(75,316)
Withdrawal of Tangible Capital Assets	-	-
Amortization of Tangible Capital Assets	340,424	339,129
Amortization of Tangible Capital Assets Withdrawn	-	-
	<u>(580,179)</u>	<u>263,813</u>
(Increase) Decrease in Prepaid Expenses	<u>(69)</u>	<u>51</u>
Increase (Decrease) in Net Debt	(39,618)	174,590
Net Debt at Beginning of Year	1,041,963	867,373
Net Financial Assets at End of Year	<u><u>1,002,345</u></u>	<u><u>1,041,963</u></u>

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Segmented Information
For the Year Ended December 31, 2018

	2018	Total 2018 Adjusted Budget	Administration		Public Works		Environmental Health	
			2017	2018	2017	2018	2017	2018
Revenue								
Taxes	442,046	(Note 11)	430,260	382,644	369,886	-	-	-
User Rates	111,929	446,279	112,031	-	-	-	-	-
Sale of Services	369,713	120,408	355,703	1,569	4,825	3,000	266	210,750
Other	135,198	326,214	205,330	107,539	176,939	13,614	12,873	-
Interest and Investment Income	33,759	128,054	30,426	33,759	28,396	-	-	-
Government Transfers	1,221,929	33,759	540,988	395,306	362,232	617,831	99,040	5,057
	2,314,574	1,323,873	1,672,708	920,817	942,278	634,445	112,179	212,422
		2,375,254						213,781
Expenses								
Council Indemnity and Expenses	26,177	38,083	28,764	26,177	28,764	-	-	-
Wages and Benefits	483,351	517,821	509,617	178,667	242,442	75,820	83,506	89,964
Contracted Services	250,976	176,790	188,103	71,051	26,380	2,220	18,725	62,307
Operating Expenditures	619,633	718,426	641,141	158,197	220,267	114,044	83,807	21,522
Interest	53,384	45,120	55,228	8,264	10,108	-	-	-
Amortization	340,423	340,423	339,129	40,898	23,332	104,864	125,481	1,740
	1,773,944	1,836,663	1,761,982	483,254	551,293	296,948	311,519	175,533
								185,210
Annual Surplus (Deficit)								
	540,630	538,591	(89,274)	437,563	390,985	337,497	(199,340)	36,889
								28,571

	2018	Protective Services 2017	Recreation		Economic Development		Water and Sewer		Marine	
			2018	2017	2018	2017	2018	2017	2018	2017
Revenue										
Taxes	-	-	-	-	-	-	59,402	60,374	-	-
User Rates	-	-	-	-	-	-	111,929	112,031	-	-
Sale of Services	-	-	12,655	11,171	566	533	-	-	144,558	128,158
Other	12,473	13,743	1,467	1,775	-	-	-	-	105	-
Interest and Investment Income	-	-	-	-	-	-	-	-	-	-
Government Transfers	62,458	27,703	17,058	20,021	124,219	28,961	-	-	-	-
	74,931	41,446	31,180	32,967	124,785	29,494	171,331	172,405	144,663	128,158
Expenses										
Council Indemnity and Travel	-	-	-	-	-	-	-	-	-	-
Wages and Benefits	-	5,400	15,731	4,097	58,519	50,864	35,102	28,599	29,548	16,732
Contracted Services	-	-	17,480	18,546	52,474	25,416	-	-	45,444	42,987
Operating Expenditures	10,742	12,715	28,536	27,321	109,722	114,108	129,119	83,297	47,751	50,182
Interest	-	-	-	-	-	-	45,120	45,120	-	-
Amortization	8,714	8,714	50,423	50,423	-	-	87,334	82,989	46,450	46,450
	19,456	26,829	112,170	100,387	220,715	190,388	296,675	240,005	169,193	156,351
Annual Surplus (Deficit)										
	55,475	14,617	(80,990)	(67,420)	(95,930)	(160,894)	(125,344)	(67,600)	(24,530)	(28,193)

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Statement of Tangible Capital Assets
For the Year Ended December 31, 2018

Cost	Land	Buildings	Engineering Structures	Paving and Seawalls	Equipment	Automotive	Total 2018	Total 2017
Balance, beginning of year	166,609	2,107,649	6,819,542	1,968,543	229,574	544,098	11,836,015	11,760,699
Add:								
Additions during the year	-	-	824,420	-	96,183	-	920,603	75,316
Less:								
Disposals during the year	-	-	-	-	-	-	-	-
Balance, end of year	<u>166,609</u>	<u>2,107,649</u>	<u>7,643,962</u>	<u>1,968,543</u>	<u>325,757</u>	<u>544,098</u>	<u>12,756,618</u>	<u>11,836,015</u>
Accumulated Amortization								
Balance, beginning of year	-	672,477	3,358,679	1,363,481	128,631	408,402	5,931,670	5,592,541
Add:								
Additions during the year	-	61,173	175,970	46,943	27,459	28,879	340,424	339,129
Less:								
Disposals during the year	-	-	-	-	-	-	-	-
Balance, end of year	<u>-</u>	<u>733,650</u>	<u>3,534,649</u>	<u>1,410,424</u>	<u>156,090</u>	<u>437,281</u>	<u>6,272,094</u>	<u>5,931,670</u>
Net book value of Tangible Capital Assets	<u>166,609</u>	<u>1,373,999</u>	<u>4,109,313</u>	<u>558,119</u>	<u>169,667</u>	<u>106,817</u>	<u>6,484,524</u>	<u>5,904,345</u>

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Government Grants and Transfers to the Village and Ratepayers
For the Year Ended December 31, 2018

	<u>2018</u>	<u>2018 Budget</u> (Note 11)	<u>2017</u>
Federal Government			
Grants in Lieu of Taxes	27,175	23,190	27,703
Province of BC and Federal/Provincial Programs			
General Fund			
Small Communities Protection	395,236	395,000	361,833
Infrastructure and Other	698,321	787,002	124,340
	<u>1,093,557</u>	<u>1,182,002</u>	<u>486,173</u>
General Capital			
Infrastructure (Provincial)	43,666	115,781	-
	<u>1,137,223</u>	<u>1,297,783</u>	<u>486,173</u>
Regional Governments			
Regional District of Mount Waddington - Other	5,057	2,900	3,031
Namgis First Nation - Other	52,474	-	24,082
	<u>57,531</u>	<u>2,900</u>	<u>27,113</u>
	<u>1,221,929</u>	<u>1,323,873</u>	<u>540,988</u>

The accompanying notes are an integral part of these financial statements.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

The CORPORATION OF THE VILLAGE OF ALERT BAY (the "Village") was incorporated in 1946 under the provisions of the *British Columbia Municipal Act*. Its principal activities are the provision of local government services to the residents of the Village. These services include general government administration, by-law enforcement, planning and land use, fire protection, parks and recreation, water distribution and sewer collection, wastewater disposal, garbage and recycling services, boat harbour service and maintenance and road and street maintenance.

1. Significant Accounting Policies

a) Basis of presentation

The Village prepares its financial statements in accordance with Canadian public sector accounting standards using guidelines developed by the Public Sector Accounting Board (PSAB) for the Chartered Professional Accountants of Canada.

b) Revenue recognition

The Village recognizes taxes as assets and revenue when they meet the definition of an asset; are authorized by a legislature, council, or legislative convention; and the taxable event has occurred.

Tax revenue is initially measured at management's best estimate of the amount resulting from the original taxable event in accordance with tax legislation. The related tax receivable is initially recognized at its realizable value at the date of acquisition.

Charges for utility usage are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Government transfers are recognized as revenues during the period in which the events giving rise to the transfer occur, provided the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts have been made. Restricted grants are recognized when the related expenditure is incurred and when collection is reasonably assured.

Other sales of services and other revenue are recognized when the service is provided or the amount is earned, when the amount can be estimated and when collection is reasonably assured. Amounts received in advance of services being rendered are recorded as deferred revenue until the Village discharges the obligation that led to the collection of the funds

c) Use of estimates

The preparation of 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 and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenue and expenses during the reporting period.

Significant areas requiring the use of management estimates relates to the collectability of accounts receivable and the provision for amortization and the estimation of potential environmental liabilities. Actual results may vary from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

1. Significant Accounting Policies (continued)

d) Accrued employee benefits

Accrued employee benefits, which include an allowance for banked time, sick leave and vacation entitlement, are recorded in the year in which they are earned. These benefits are based on obligations as determined by contractual arrangements and Village policy.

e) Leases

Leases, which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and related payments are charged to expenses as incurred.

f) Retirement benefits

The Village and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employer plan, contributions are expensed as incurred.

g) Environmental provisions

The Village provides for the cost of compliance with environmental legislation when conditions are identified which indicate non-compliance and the cost of which can reasonably be determined. The estimated amounts of future restoration costs are reviewed regularly, based on available information and governing legislation. Where the costs are deemed to be likely and reasonably determinable, claims are reported as an operating expense and are shown as a liability on the Statement of Financial Position.

h) Deferred revenue

Receipts restricted by third parties are deferred and reported as revenue and are refundable under certain circumstances. Deferred revenue is recognized as revenue when the qualifying expenditures are incurred or the required conditions associated with it are met.

i) Tangible capital assets

Tangible capital assets, which includes assets under construction, that exceed the threshold of the asset category are recorded at cost less accumulated amortization and are classified according to their functional use. Contributed tangible capital assets are recorded at fair value at the date of the contribution. Amortization is provided on a straight-line basis over the estimated useful life of the asset commencing the year the asset is put into service. One half of the amortization is claimed in the first year of acquisition and in the last year.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

1. Significant Accounting Policies (continued)

i) Tangible capital assets (continued)

Estimated useful lives are as follows:

Asset Type	Depreciable Life in Years
Buildings (depending on construction material)	40 - 50
Engineering Structures (depending on construction material)	10 - 50
Automotive	5 - 8
Machinery & Equipment	5 - 10
Parks Infrastructure	15 - 50
IT Infrastructure	4 - 10

Repairs and maintenance costs are charged to expense. Betterments which extend the estimated useful life of an asset or enhance the service potential of tangible capital assets and exceed the Village's internal capitalization threshold are capitalized.

j) Collection of taxes on behalf of other taxation authorities

The Village collects taxation on behalf of other entities. Such levies, other revenues expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these financial statements.

2. Investment

The Village owns a 50% interest in the Historic Alert Bay Development Corporation, which was established under the Alert Bay Accord, an agreement between the Corporation of the Village of Alert Bay and the 'Namgis First Nation that was signed on September 20, 1999 and affirmed on March 31, 2013. Under this accord the parties agree to consult and coordinate their efforts in the areas of mutual interest for the development of the community of Alert Bay. The corporation is currently inactive; the investment is recorded at cost.

3. Contaminated Site Remediation

In 1991, contaminated materials, being diesel spill, existed at 61 Fir Street, the site of a bulk fuel plant that has now been closed. These materials were eventually moved to a site at the corner of Gatu Road and Hemlock Street. The abatement order issued by the Ministry of Environment in 1996 was deemed to be satisfied in 2000. An environmental assessment carried out in January 2013 determined that the site was still contaminated, creating a liability for the Village.

The options available to the Village for remediation range from in-situ treatment with an estimated cost of \$76,000 to off-site disposal with an estimated cost of \$205,000. In 2013, the Village recognized a liability of \$76,000 which was recorded as an expenditure in a previous period in the Statement of Operation of the Public Works Department.

During the year-end December 31, 2018, management of the Village and Mayor and Council reassessed the work performed to date on the site as well as reviewed the estimated future remediation expenditures at December 31, 2018. The estimated future remediation expenditures at December 31, 2018 remain as \$31,467 (2017 - \$31,467) for in-situ treatment and \$7,000 (2017 - \$7,000) for off-site disposal costs, for a total of \$38,467 (2017 - \$38,467).

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

4. Deferred Revenue

	<u>December 31,</u> <u>2017</u>	<u>Collections</u>	<u>Transfers</u>	<u>December 31,</u> <u>2018</u>
Community Works Fund	274,870	76,764	43,666	307,968
Province of British Columbia, Forests, Lands and Natural Resources, Rural Dividend Program	140,540	-	71,745	68,795
'Namgis First Nation	95,709	-	52,474	43,235
	<u>511,119</u>	<u>76,764</u>	<u>167,885</u>	<u>419,998</u>

Included in the Community Works Fund above are gas tax funds provided by the Government of Canada. The use of the funding is established by a funding agreement between the Village and the Union of British Columbia Municipalities. Gas tax funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreement. The closing balance of unspent funds is included in deferred revenue.

The purpose of the Rural Development grant from the Province of BC and amounts presented as relating to the 'Namgis First Nation is to contribute to the economic strength, sustainability and resilience of small rural communities. This program is part of the Tides of Change initiative being carried out in partnership with the 'Namgis First Nation.

5. Long-Term Debt

The Village has debt instruments through the Municipal Finance Authority (MFA) obtained for the purposes of Sewer infrastructure. The gross amount borrowed in 2005 was \$960,000. The current balances of long-term debt are as follows:

	<u>2018</u>	<u>2017</u>
Total Outstanding Debt – Beginning of Year	473,555	524,103
Reduction of Long-Term Debt	(52,316)	(50,548)
Total Outstanding Debt – End of Year	<u>421,239</u>	<u>473,555</u>

The interest rate on long term debt is 4.17% (2017 – 4.17%) per annum. The interest expense on debt in the year ended December 31, 2018 is \$45,120 (2017 - \$45,120).

Future payments on net outstanding debt over the next five years are:

	Principal payment	Actuarial adjustment	Total
2019	35,291	18,857	54,148
2020	35,291	20,752	56,043
2021	35,291	22,713	58,004
2022	35,291	24,744	60,035
2023	35,291	26,845	62,136
Thereafter	105,875	60,290	130,873
	<u>247,039</u>	<u>174,200</u>	<u>421,239</u>

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

5. Long-Term Debt (continued)

The MFA of British Columbia provides capital financing for regional districts and their member municipalities. The MFA is required to establish a debt reserve fund. Each regional district, through its member municipalities who are in the proceeds of the debt issue, is required to pay into the debt reserve fund certain amounts set out in the debt agreements. The MFA pays into the debt reserve these monies from which interest earned thereon less administrative expenses becomes an obligation to the regional districts. It must then use this fund if at any time there are insufficient funds to meet payments on its obligations. When this occurs, the regional districts may be called upon to restore the fund.

Upon maturity of a debt issue, the unused portion of the debt reserve fund established for the issue will be discharged to the Village. The proceeds from these discharges will be credited to income in the year they are received. As at December 31, 2018, the Village debt reserve fund was \$43,904 (2017 - \$43,588).

6. Contingent Liabilities and Lease Commitments

- a) As a member of the Municipal Insurance Association of British Columbia, the Village is contingently liable for claims that are in excess of insurance funds. As at December 31, 2018, the Village is not liable for any claims that are in excess of insurance funds.
- b) As at December 31, 2018, there were no assessment appeals pending with respect to properties which may result in adjustments to property taxes receivables for the current or prior years.
- c) The provincial Waste Management Act, as well as the B.C. Landfill Criteria for Municipal Solid Waste, sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. The Village is committed to ensuring that its landfill is managed in a fiscally responsible manner, which includes ensuring that there are adequate funds available to pay for landfill closure and post-closure activities. Landfill closure and post-closure requirements have been defined in accordance with industry standards and include final covering of the site, groundwater and surface water monitoring, maintenance of the drainage structure, site inspection and environmental monitoring.
- d) The Village has no active landfill sites. The site that existed at the end of 2011 has been permanently closed and is monitored on a regular basis. The estimated annual cost of monitoring is \$27,500. No liability is recognized in these financial statements because neither the term nor frequency of the monitoring, which is determined by the Ministry of the Environment, is known.
- e) Repayments under an operating lease over the next two years, ending after the conclusion of two years:

2019	3,516
2020	879
	4,395

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

7. Accumulated Surplus

For management reporting purposes the Village follows the normal practice for local government accounting of reporting its operations and activities by fund. Funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The Village segregates its accumulated surplus in the following categories.

- a) **General Revenue Fund** – The General Revenue Fund is the Village's operating fund and is used to account for all financial resources except those required to be accounted for in another fund.
- b) **Reserve Funds** – These funds have been created to hold assets for specific future requirements. The funds are governed by bylaws defining their purpose.
- c) **Capital Funds** – These funds are used to account for tangible capital assets which are offset by related long-term debt and investment in tangible capital assets.

Accumulated Surplus

	2018	2017
Operating surplus	616,650	517,409
Internally restricted surplus	717,352	847,819
Statutory reserves	119,380	180,018
Equity in tangible capital assets	6,063,285	5,430,791
	<u>7,516,667</u>	<u>6,976,037</u>

Statutory Reserves

The following reserves have been set aside by Council resolution for future capital projects.

	2018	2017
Capital	54,381	115,019
Fire	64,999	64,999
	<u>119,380</u>	<u>180,018</u>

Equity in Tangible Capital Assets

Equity in tangible capital assets represents the cost of tangible capital assets less amortization and the outstanding long-term debt incurred to acquire those assets. The change in equity in tangible capital assets is as follows:

	2018	2017
Acquisition of tangible capital assets	920,603	75,316
Withdrawal of tangible capital assets	-	-
Debt principal repayments and actuarial adjustment	52,315	50,548
Amortization	(340,424)	(339,129)
Change in equity in tangible capital assets	632,494	(213,265)
Equity in tangible capital assets – beginning of year	5,430,791	5,644,056
Equity in tangible capital assets – end of year	<u>6,063,285</u>	<u>5,430,791</u>

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

8. Pension Plan Liability

The Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trusted pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the Plan, including investment of assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As of December 31, 2017, the Plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 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 fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces a long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remain unchanged.

The Village paid \$31,997 (2017 - \$33,509) for employer contributions to the plan in fiscal 2018.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expenses as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, asset and cost to individual employers participating in the plan.

9. Collections for Other Governments

	<u>2018</u>	<u>2017</u>
Provincial Government – School District # 85	137,723	135,466
Police tax	19,278	18,232
Mount Waddington Regional District	38,387	37,056
Mount Waddington Regional Hospital District	13,602	13,394
British Columbia Assessment Authority	2,021	2,060
Municipal Finance Authority	<u>9</u>	<u>9</u>
	<u>211,020</u>	<u>206,217</u>

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

10. Segmented Information

The Village is a local government providing a wide range of services to the residents of Alert Bay, including public works, solid waste and recycling, protective services, recreation, economic development, water, sewer and marine. As a requirement of the Local Government Act, separate financial records must be kept for each service, providing particulars of assets and liabilities, revenues and expenditures, information concerning reserve funds and other pertinent financial details.

Categories of services that have been separately disclosed in Statement E are:

Administration

Administration is comprised of municipal governance and general administration which includes legislative services, finance, human resources, feasibility studies, grants in aid, business licensing and bylaw enforcement.

Public Works

Public works consists of road and street patching, maintenance and repairs, snow removal, brush and tree cutting, maintenance of all municipal buildings and property and bylaw enforcement.

Environmental Health

Solid waste and recycling consists of solid waste collection and transfer to the regional landfill and the collection and processing of recyclable materials for shipment to market, as well as the operation of a public recycling and transfer station.

Protective Services

Protective services consist of the operation of the fire department and the provision of animal control services and the operation of an animal pound.

Recreation

Recreation consists of repairs, maintenance and operations of the community hall, bowling alley, campsites and parks and trails.

Economic Development

Economic development consists of joint projects with the Namgis First Nation, the operations of the tourism and visitor's center and the investment and operations involving the Historic Alert Bay Development Corporation.

Water and Sewer

Water and sewer consists of repairs and maintenance of their infra-structure systems, the connection of sewer and water lines and the operation and maintenance of a ground source water supply and reservoir system.

Marine

Marine consists of the operations, repairs and maintenance of the Small Craft Harbours, Alert Bay Boat Harbour, and the Dock public boat launch.

THE CORPORATION OF THE VILLAGE OF ALERT BAY
Notes to the Financial Statements
Year Ended December 31, 2018

11. Budget Figures

The budget amounts presented throughout these statements are unaudited and are based upon the Five-Year Financial Plan bylaw # 780 adopted by Council on May 10, 2018.

The balanced budget adopted by Council is designed to determine the annual financial resources required by the Village to meet its fiscal responsibilities. Had the budget been drawn up in accordance with Canadian public sector accounting standards by including items deemed to be operating revenues or expenditures and excluding those that are not, it would have resulted in the annual surplus of \$538,591 as reported on Schedule 1 (the "Schedule").

Debt Principal Payments and Actuarial Adjustment

The financial obligations of the Village require it to raise by way of taxes the funds necessary to repay debt obligations. These payments are not expenditures but are the reduction of a liability and are therefore excluded from the budget presented on Statement B of the Audited Financial Statements for the year ending December 31, 2018. The actuarial adjustment is not a cash requirement for budget purposes, but an amount calculated by the lender to further reduce the debt obligation.

Internal Funding and Transfers

To ensure that the Village has sufficient funds available to replace working assets or pay for major operational upgrades, it sets aside as reserves from its annual tax revenue, amounts deemed adequate to replace them when necessary. The appropriation to replace assets is not an operating expense and is therefore excluded from the budget presented on Statement B of the Audited Financial statements for the year ending December 31, 2018. As and when deemed necessary these reserve funds are used to provide for working assets or to augment major operational expenditures.

Capital Acquisitions

Each year the Village includes the cost of capital acquisitions in its budget. These capital acquisitions are not deemed to be operating expenses and are therefore excluded from the budget presented on Statement B of the Audited Financial statements for the year ending December 31, 2018.

Amortization

Amortization of capital assets is an operating expense not requiring funds from taxpayers. The expense is therefore included in budget presented on Statement B of the Audited Financial statements for the year ending December 31, 2018.

12. Comparative Figures

Certain prior year figures have been reclassified, where necessary, to conform with the current year's presentation.



THE CORPORATION OF THE VILLAGE OF ALERT BAY

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Management Letter

11-June-2019

The Financial Statements contained in the Village of Alert Bay 2018 Statement of Financial Information has been prepared by administration in accordance with Canadian public sector accounting standards. The integrity and objectivity of these statements is the responsibility of the Chief Administrative Officer.

Village administration is responsible for all of the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. Administration is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Village of Alert Bay Council is responsible for ensuring that administration fulfills its responsibilities for financial reporting and internal control and exercises this responsibility for assessing the management systems and practices of the Village office.

The external auditors, Chan Nowosad Boates, conduct an independent examination, in accordance with Canadian public sector accounting standards, and provide an opinion on the financial statements. The examination includes an evaluation of the Village's system of internal control and appropriate tests/ procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Village of Alert Bay financial records, Council and administrative staff.

Lyle McNish
Chief Financial Officer
The Corporation of the Village of Alert Bay

Schedule of Guarantee and Indemnity Agreements 2018

The Corporation of the Village of Alert Bay has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

A handwritten signature in black ink, appearing to read 'Lyle McNish', written in a cursive style.

Lyle McNish
Chief Financial Officer
The Corporation of the Village of Alert Bay

Dated June 11, 2019

Schedule of Severance Agreements 2018

There was one (1) severance agreement made between the Corporation of the Village of Alert Bay and its non-unionized employees during the fiscal year 2018. This agreement represents 10 weeks of compensation.

Schedule of Remuneration 2018

Council

Name	Position	Expense	Remuneration	Total
Michael Berry	Mayor	\$ -	\$ 5,998	\$ 5,998
Dennis Buchanan	Councillor/Mayor	\$ 1,261	\$ 3,922	\$ 5,184
Kane Gordon	Councillor	\$ -	\$ 3,730	\$ 3,730
Lisanne Granger	Councillor	\$ -	\$ 3,730	\$ 3,730
Larry Hill	Councillor	\$ -	\$ 347	\$ 347
Sandy Parkinson	Councillor	\$ -	\$ 347	\$ 347
Wendy White	Councillor	\$ -	\$ 3,470	\$ 3,470
			Total	\$ 22,806

Employees

	Expense	Remuneration	Total
Employees under \$75,000	\$ 25,976	\$ 449,087	\$ 475,063
Employees over \$75,000	\$ -	\$ -	\$ -

Payments Made to Suppliers Under \$25,000

Total
\$ 464,567

Alphabetical List of Suppliers that Received Aggregate Payments Exceeding \$25,000

UPLAND CONTRACTING LTD.	\$ 787,107.58
REG. DIST. OF MOUNT WADDINGTON	\$ 138,035.54
RECEIVER GENERAL	\$ 112,515.07
'NAMGIS FIRST NATION	\$ 95,622.52
BC HYDRO	\$ 79,014.80
PROVINCE OF BC, SCHOOL TAX REVENUE	\$ 68,673.57
HAKAI ENERBY SOLUTIONS	\$ 63,945.00
MUNICIPAL PENSION PLAN	\$ 62,760.87
DUARTE, KARLA	\$ 58,407.22
GIFCO ENGINEERING LTD.	\$ 52,415.60
BRUCE, STEPHEN	\$ 49,854.00
FOX'S DISPOSAL SERVICES LTD..	\$ 42,735.04
PACIFIC BLUE CROSS	\$ 37,939.34
BEADLE, JUSTIN	\$ 36,891.39
ROYAL BANK VISA	\$ 36,519.73
JWT DESIGN LTD.	\$ 30,280.12
GODWIN, ARTHUR ROBERT	\$ 26,119.38
MUNICIPAL INSURANCE OF B.C..	\$ 25,378.00
Total	\$ 1,804,214.77



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Approval by Mayor and Council

The Village of Alert Bay 2018 Statement of Financial Information was approved by Mayor and Council in Resolution _____, as reflected in the minutes of the regular Council meeting on 24-Jun-2019.

Dennis Buchanan

Mayor

The Corporation of the Village of Alert Bay

Lyle McNish

Chief Financial Officer

The Corporation of the Village of Alert Bay

Permissive Tax Exemptions 2018

Owner	PID	Roll Number	Assessment	Deferred General Municipal Tax
Royal Canadian Legion BR 198	005-613-345	72.000	\$140,300	\$3,335.49
Historic Alert Bay Development Association	n/a (foreshore)	27508.478	\$80,800	\$2,009.11

Services and Operations Report

The Corporation of the Village of Alert Bay operates at least five distinct 'business units':

- Administration
- Public Works
- Boat Harbours and Net Loft
- Destination BC Visitor Centre
- ICBC Autoplan and Driver's Licensing

Administration

Village Administration is responsible for responding to customer enquiries, calculating/issuing/receiving utilities fees, calculating/issuing/receiving property tax fees, calculating/issuing/receiving other accounts receivable (property rentals, transfer station charge accounts for businesses, etc.), reviewing/creating/issuing accounts payable (BC Hydro, Telus, Superior Propane, etc.), issuing permits (building, burning, dogs, etc.), island-wide animal control (including operation of dog pound), preparation and facilitation of regular Council meetings and special meetings, Community Hall/Bowling Alley/Campground/Harbour enquires/bookings, Small Craft Harbours operation, boat harbour invoicing/receiving, bylaw interpretation, WorksafeBC reporting and incident report facilitation, BC Land Title and Survey Authority review/rejection/approval of subdivision applications, updating municipal records with information from BC Land Title Survey Authority, ordering supplies and reconciling inventory for all business units, grant application/follow-up/reporting, social media management, calculation of property taxes and utilities for lawyers/realtors/lenders, providing logistical support to the Tides of Change Steering Committee, monitoring staff certifications (ICBC, first aid, waterworks, etc.), creating/issuing/evaluating tenders for contract work, maintaining filing systems and implementing the File Management for Local Governments system, project management of infrastructure work (Community Hall renovations, skate park installation, sewer upgrades, etc.), and community event planning (Canada Day celebration).

ICBC Autoplan and Driver Licensing

The Corporation of the Village of Alert Bay is a commissioned ICBC Autoplan sales agent. Staff are responsible for sales of Basic Autoplan and Option Coverage products, collecting/remitting payments to ICBC, reconciling ICBC transactions, administering paper-based driving exams, executing vehicle transfers, and responding to general auto insurance enquiries. Staff are also able to issue driver licenses, update licenses, and facilitate the issuance of BC Identification and BC Service Cards.

Destination BC Visitor Centre

As an industry-led Crown corporation, Destination British Columbia works collaboratively with tourism stakeholders across the province to coordinate marketing at the international, provincial, regional and local levels. Destination British Columbia is mandated to fulfil several key marketing and leadership responsibilities critical to the long-term, sustainable growth of the provincial tourism industry. This includes providing support for the Alert Bay Visitor Information Centre which is operated by the Corporation of the Village of Alert Bay. The 'Info Centre' offers approximately 150 magazines and brochures available for local and surrounding areas in BC. Info Centre staff ensure that the 7,000+ annual enquiries from visitors and potential visitors are

answered knowledgably and support the local tourism industry by printing guides to local tourism-centric businesses.

Boat Harbours and Net Loft

The Village of Alert Bay operates two harbours: the municipal wharf and net loft facility (foot of Tamarack Road) which is owned by the Corporation of the Village of Alert Bay and the Small Craft Harbour (adjacent to the BC Ferry Terminal) which is owned by the Government of Canada. The Village of Alert Bay operates the Small Craft Harbour under a lease agreement whereby the municipality is responsible for the operation, management, and maintenance of the harbour in accordance with the Fishing and Recreational Harbours Act.

The Boat Harbour Attendant and Village Administration work in conjunction to track use of the facilities, invoice/receipt users of the facilities, collect arrears and delinquent debts from users, provide access to washroom and laundry services, respond to emergencies (spills, sinking vessels, etc.), provides port security services for pocket cruise ships, and respond to general enquiries from the public.

Public Works

Village Public Works is responsible for the maintenance of the water/sewer systems, roads, solid waste pick-up/disposal (including spring clean-up), recycling pick-up/sorting/disposal, grass cutting, contaminated soil remediation, landfill closure process, airport, skate park, Community Hall, Village Office, Village-owned commercial rental space, and taking part in emergency response. Staff are also instrumental in assisting residents locate buried services, activate/deactivate water lines, and determine solutions for other issues as they arise.

Municipal Progress Report

INFRASTRUCTURE

Item	Tasks	Actions Taken
Landfill Closure	Progress monitoring/reporting.	TerraWest Environmental continued to monitor and report on the status of the landfill remediation.
Contaminated Soil Site	Apply biological treatment media to reduce hydrocarbon levels.	Hydrocarbon samples were taken prior to application of microbial agents in September 2016. This work is on-going
Sewer System Upgrades	Phase 3 – 5 was 97% complete at December 31, 2018. The next phase of Poplar Street is being planned for 2019	Phase 3 – 5 will be completed in the spring of 2019. Poplar Street will be completed by the fall of 2019.
Seawall repairs /Popovich Square	Engage engineering firm to provide path to resolution for cracked seawall and uneven square surface.	High priority for staff and Council; RFP for engineering firm to work on this project to be initiated in 2019.
Airstrip	Maintain surface.	Weeds were ground out of the tarmac and vacant space filled with sealant.
Solar Photo Voltaic Project	Install solar panels to generate electricity at four sites in the Village.	Solar energy generation monitoring continues as well as a backup system for the VOAB to run off the solar panel system.

COMMUNICATIONS

Item	Tasks	Actions Taken
Facebook and alertbay.ca	Provide regular updates to the community.	Regular postings are made to the Village's Facebook page and web site.

RECREATION AND PARKS

Item	Tasks	Actions Taken
Parks	Boardwalk and trail maintenance.	Public Works and community volunteers have continued to support and maintain boardwalks and trails.

OPERATIONS

Item	Tasks	Actions Taken
Public Works	Maintain and improve Village infrastructure as/when required.	Ensured continued operation of all Village 'brick and mortar' infrastructure.
Recycling Education	Continue to educate public about Multi Materials BC	Provided recycling information to public online, in print, and in person.

Statement of Objectives and Measures

In accordance with Section 165 (3.1) of the *Community Charter*, the Village of Alert Bay is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;

The distribution of Property Taxes among the property classes; Permissive Tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2019. Government Grants form the greatest proportion of revenue. The Government grants that are included in this total include the following: Small Community Investment funds, General Strategic Priorities Fund, Rural Dividend Fund, UBCM, Gas Tax, and Destination BC.

Table 1 Sources of Revenue 2019

Revenue Source	% of total Revenue	Dollar Value
Municipal Property Taxes including Payment in Lieu of Taxes and Grant in Lieu of Taxes	17.6%	\$389,533
Parcel & Frontage Taxes	2.7%	60,322
User Fees and Charges	24.6%	544,526
Other Revenue Sources including sales and services	7.8%	173,168
Proceeds from Borrowing	0.8%	18,857
Transfer from Reserves	15.5%	344,350
Government Grants	31.0%	688,355
Total	100%	\$2,845,197

Objective

The Village Council has committed to ensuring that all funds are self-sustaining, by separating the budgets and re-evaluating the fees and charges to ensure the balance and equity of all aspects of the Village's services. Focus will be on reviewing operations ensuring sustainability.

Policies

The Village of Alert Bay will continue to review land use policies, develop staff compensation policies, Public Works maintenance standards, review of operations throughout the Village and complete the corporate climate action plan.

Distribution of Property Tax Rates

Table 2 outlines the distribution of property taxes among the classes. The residential property class provides the largest proportion of tax revenue. This is appropriate as this class also forms the largest proportion of the assessment base and consumes the majority of the Village's Services.

Table 2 Distribution of Property Tax Rates 2019

Property Class	% Of total Property Taxation	Dollar Value
Residential (1)	72%	282,203
Utilities (2)	2%	9,527
Light Industrial (5)	1%	1,648
Business and other (6)	17%	65,239
Grants in lieu of taxes	8%	30,916
Total	100%	389,533

Policies

Continue to maintain and encourage economic development initiatives designed to attract more retail and commercial businesses to invest in the community. Align the distribution of tax rates among the property classes with the social and economic goals of the community, particularly to encourage a range of employment opportunities.

Regularly review and compare the Village's distributions of tax burden relative to other municipalities in British Columbia.

Declarations of Disqualification Against Council Members

No Declarations of Disqualification were made against Council members during 2018.



Lyle McNish – Chief Financial Officer