



AGENDA
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
6:00 pm TUESDAY MAY 9, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET

Mayor: Hank Bood
Councillors: Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury, Leightan Wishart

Staff: Allison McCarrick, Chief Administrative Officer;; Abbas Farahbakhsh, Director of Operational Services; Adrian Maas, Director of Financial Services; Leslie Driemel, Recording Secretary

Regrets: Heather Nelson-Smith, Director of Corporate Services

<u>Page</u>		Time:	
	A. CALL TO ORDER		
	B. APPROVAL OF AGENDA		
	Motion required	1.	2.
	C. DELEGATION		
1-2	1. RCMP Sgt Wes Olsen re: Quarterly report (January – March 2017).		
3-8	2. Jane Hutton, Port Hardy Museum and Archives re: Presentation of 2016 Financial Statements and Year End report.		
	D. NEW BUSINESS		
	No new business		
	E. ADJOURNMENT		
	Motion required	1.	2.
			Time:

Agenda

Port Hardy Detachment Total Files January 1, 2017 – March 31, 2017	895
Assaults Common / Trespassing = 24 Assault w/weapon or CBH= 3	27
Sexual Assaults = 3 Sexual Interference= 1	4
Intoxicated in Public	65
Breach of Peace	29
Cause Disturbance	33
Mischief Under \$5,000.00 = 9 Mischief Over \$5,000.00= 0	9
Bail Violations	23
Bylaw - Noise	15
False/Abandoned 911	32
Break & Enter - Business	5
Break & Enter Residence	8
Theft from Motor Vehicle under \$5000	5
Theft from Motor Vehicle over \$5000	0
Theft - Shoplifting Under \$5000	9
Missing Persons = 9 Missing Person High Risk = 26	35
Unspecified Assistance	27
False Alarms	10
Mental Health Act	8
Cocaine trafficking = 0 Cocaine possession = 0	0
Marijuana trafficking = 0 Marijuana possession= 4	4
Road Checks	1

Violation Tickets Moving = 36 Violation Tickets Non-Moving = 3	
Traffic Notice Written Warnings	2
Impaired Driving	5
IRP = 24 Hour	0
IRP = 3 Day	0
IRP = 7 Day	0
IRP = 30 Day	0
IRP = 90 Day	3
Motor Vehicle Incident – Fatal	0
Motor Vehicle Incident – Injury	1
Motor Vehicle Incident – Over \$1,000.00	8
Street Checks	24
Prisoners Held	132
JJP Hearings	32
Detentions from JJP Hearings	16

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PORT HARDY HERITAGE SOCIETY

For the Year Ended December 31, 2016

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NOTICE TO READER

On the basis of information provided by you, we have compiled the balance sheet of Port Hardy Heritage Society as at December 31, 2016 and the income statement for the year then ended.

I have not performed an audit or review engagement in respect of these financial statement and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

February 26, 2017

Christie C Dreger

Christie C Dreger



PORT HARDY HERITAGE SOCIETY

Agenda

BALANCE SHEET
 DECEMBER 31, 2016
 (Unaudited – See Notice to Reader)

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	2016	2015	2014
ASSETS			
CURRENT			
	\$	\$	\$
Cash and Bank Balances	73,390	56,378	52,155
Inventories	88,482	72,991	72,991
	<u>162,172</u>	<u>129,369</u>	<u>125,146</u>
FIXED ASSETS			
Furniture & Equipment	21,622	19,179	19,473
Computer & Software	2	4	8
	<u>21,624</u>	<u>19,183</u>	<u>19,481</u>
TOTAL ASSETS	<u><u>\$ 183,795</u></u>	<u><u>\$ 148,551</u></u>	<u><u>\$ 144,627</u></u>
LIABILITIES			
CURRENT			
	\$	\$	\$
Accounts Payable	-191	0	1,922
Payroll Deductions Payable	389	564	-270
Sales Taxes Payable	-103	720	-48
	<u>95</u>	<u>1,284</u>	<u>1,606</u>
EQUITY			
EQUITY			
Retained Earnings	183,701	147,268	143,021
LIABILITIES and EQUITY	<u><u>\$ 183,795</u></u>	<u><u>\$ 148,551</u></u>	<u><u>\$ 144,627</u></u>

Approved by the Directors

PORT HARDY HERITAGE SOCIETY

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INCOME STATEMENT

January 1, 2016 - December 31, 2016

(Unaudited – See Notice to Reader)

	2016	2015	2014
INCOME			
Gift Shop			
Gift Shop Sales	\$ 69,803	\$ 63,264	\$ 61,263
Interest & Other Revenue	2,364	1,756	2,907
	72,167	65,020	64,170
Operations			
Grants – District of Port Hardy	46,276	45,773	45,320
Grants – Summer Student	5,263	0	4,874
Grants – Other	0	219	0
Fundraising & Donations	2,828	1,650	1,413
Memberships	400	475	474
	54,767	48,117	52,081
TOTAL INCOME	126,935	113,137	116,251
EXPENSES			
Cost of Goods			
Inventory Purchases	24,178	51,011	44,622
Gift Shop Supplies	1,283	1,625	80
Gift Shop Bank Fees	1,908	437	671
	27,369	53,072	45,373
General Expenses			
Accounting & Legal	715	299	1,348
Advertising & Promotions	1,257	107	794
Associations	486	451	469
Displays and Exhibits	1,694	300	1,240
Insurance	650	2,516	2,505
Occupancy Costs	2,427	617	784
Office general Expenses	2,749	2,332	2,900
Telecommunication	2,046	1,529	1,672
Travel & Meals	397	0	439
Wages & Benefits	45,737	42,146	49,004
	58,157	50,297	61,155
Amortization	4,538	4,298	2,926
TOTAL EXPENSES	90,065	107,667	109,453
NET INCOME	36,870	5,470	6,798
RETAINED EARNINGS - BEGINNING OF YEAR	147,268	143,021	136,223
RETAINED EARNINGS - END OF YEAR	\$ 183,701	\$ 147,268	\$ 143,021

PORT HARDY HERITAGE SOCIETY

Statement of Cash Flows January 01, 2016 to December 31, 2016

(Unaudited – See Notice to Reader)

Cash Flows from (used in) Operating Activities	
Net Income (Loss)	36,870
Adjustments to reconcile net income to net cash provided by (used in) operating activities:	
Amortization, Depreciation, and Depletion	
Amortization	4,538
Accounts Receivable	
Decrease (Increase) in Operating Assets	329
Accounts Receivable	823
Inventory	(15,459)
Increase (Decrease) in Operating Liabilities	
Accounts Payable	(1,809)
Sales Tax	135
Payroll Deductions Payable	(2050)
Net Cash provided by (used in) Operating Activities	<u>23,048</u>
 Cash Flows from (used in) Investing Activities	
(Increase) in Capital Asset	
Equipment	(2,681)
Net Cash provided by (used in) Investing Activities	<u>(2,681)</u>
 Cash Flows from (used in) Financing Activities	
Net Cash provided by (used in) Financing Activities	<u>(4,486)</u>
 Increase (Decrease) in Cash and Cash Equivalents	 <u>15,881</u>
 Cash and Cash Equivalents at Beginning of Period	 <u>57,513</u>
 Cash and Cash Equivalents at End of Period	 <u><u>73,394</u></u>

PORT HARDY HERITAGE SOCIETY

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Notes to the Financial Statements

For the Year Ended December 31, 2016

(Unaudited – See Notice to Reader)

1. Significant Accounting Policies

Port Hardy Heritage Society (The “Charity”) is incorporated under the Society Act of BC. The Charity’s registered office is located in Port Hardy, BC. The Charity’s principal business is operation of a museum.

2. Property and Equipment

Capital assets are recorded at cost. Amortization is calculated on a declining balance basis as follows:

Equipment	20%
Furniture	20%
Computer Equipment	50%

	2016		2015	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Equipment	48,250	26,629	41,274	22,096
Computer & Software	2,859	2,857	2,859	2,855
	51,109	29,486	44,133	24,951
Net Value	21,624		19,182	

3. Financial Dependence

The Port Hardy Heritage Society is dependent upon grant contributions from the District of Port Hardy.