



DISTRICT OF PORT HARDY

AGENDA REGULAR MEETING OF COUNCIL 7:00 PM TUESDAY, JANUARY 22, 2013

MUNICIPAL HALL COUNCIL CHAMBERS

Mayor: Bev Parnham
Councillors: Janet Dorward, Jessie Hemphill, Al Huddleston, Rick Marcotte,
Nikki Shaw, John Tidbury

Staff: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services
Allison McCarrick, Director of Financial Services
Trevor Kushner, Director of Operations

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
7:00 pm TUESDAY JANUARY 22, 2013
Council Chambers - Municipal Hall**

A. CALL TO ORDER

Time:

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Motion required

1. 2.

C. ADOPTION OF MINUTES

- 1- 4** 1. The minutes of the Regular Council Meeting held January 8, 2013.

Motion required

1. 2.

D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL

1. Russ Hellberg, N.I. 101 Squadron and the Royal Canadian Legion re: Cenotaph reconstruction project.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

- 5** 1. Council Action items. For information.

F. CORRESPONDENCE

- 6-8** 1. Iris Hesketh-Boles, AVICC Executive Coordinator (Jan 15/13) re: AVICC Resolutions and Nominations Deadline. For information.

- 9-10** 2. Hon. Mobina Jaffer, Senator (Jan 4/13) re: Senate Human Rights Committee Study on Cyberbullying. For information. (more information in reading file)

- 11-12** 3. Steve Gray, Principal Port Hardy Secondary School (Jan.10/13) re: District of Port Hardy Community Spirit Award.

Motion / direction

1. 2.

G. NEW BUSINESS

No New Business in agenda package.

H. COUNCIL REPORTS

1. Verbal reports from Council members.

I. COMMITTEE REPORTS

- 13** 1. Sustainability Committee, minutes of the meeting held January 8, 2013. For information

- 14-16** 2. Operational Services Committee, minutes of the meeting held January 17, 2013.

Recommendations to Council

1. The Operational Services Committee recommends that the information presented by Terry Duncan regarding Prime Contractor status as it pertains to the relationship between the District of Port Hardy and EPCOR be brought forward to an In Camera council meeting for further discussion.

Motion / direction

1. 2.

2. The Operational Services Committee recommends to Council that a letter be written to the Ministry of Transportation regarding the size and quantity of gravel currently being used on Highway 19.

Motion / direction

1.

2.

J. STAFF REPORTS

17

1. A. McCarrick, Director Financial Services (Jan.17/13) re: Tsulquate Wastewater Treatment Plant Sludge Pump replacement - request for early budget approval.

Motion / direction

1.

2.

K. CURRENT BYLAWS AND RESOLUTIONS

No bylaws.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

January 29 Committee: Emergency Management, Noon Council Chambers
February 5 Council: Budget Meeting, 11:00 am, Council Chambers
February 12 Committee: Sustainability Committee, 4:30 pm Council Chambers
 Council: In Camera meeting, 6:30 pm Council Chambers (to be confirmed)
 Council: Regular meeting, 7:00 pm Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera Meeting scheduled at this time.

O. ADJOURNMENT

1.

Time:

MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL JANUARY 8, 2013

CALL TO ORDER: Mayor Parnham

Time: 7:00 pm

PRESENT: Mayor Parnham
Councillors Dorward, Hemphill, Marcotte, Shaw, Tidbury

REGRETS: Councillor Huddlestan
Jeff Long, Director Corporate & Development Services

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Allison McCarrick, Director Financial Services
Trevor Kushner, Director Operational Services
Patti Smedley, Economic Development and Community Coordinator
Leslie Driemel, Recording Secretary

Media: North Island Gazette

Citizens: None

APPROVAL OF AGENDA

Mary Parnham advised of addendum to the agenda:

1. Correspondence: Email from John Martin, Secretary-Treasurer School District 85 (Jan.8/13) re: Population shifts and potential changes to school trustee representation.
2. New Business: Discussion on response to provincial government regarding tsunami alert timelines.
3. Correspondence: Councillor Shaw requested an addendum, an email from Robin Snook of Grassroutes regarding a biking tour from Vancouver BC to Inuvik, Yukon with a planned stop in Port Hardy. Mayor Parnham requested this be brought up under Council Reports.

Moved/Seconded/Carried
THAT the agenda be approved as amended.

ADOPTION OF MINUTES

1. The minutes of the Regular Council Meeting held December 11, 2012.

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held December 11, 2012 be approved as presented.

DELEGATION

1. Staff Sgt.Gord Brownridge, RCMP re: Quarterly report.

2013-001
APPROVAL OF AGENDA
AS AMENDED

2013-002
REGULAR COUNCIL
MEETING MINUTES DEC.
11, 2012

RCMP QUARTERLY
REPORT

Staff Sgt. Brownridge reviewed the quarterly statistics for October, November and December 2102 and advised that there were 887 files opened, approximately 200 less than the previous quarter.

The strategic priorities were reviewed and Council was advised that meetings with local First Nations and development of letters of expectation are ongoing.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

1. Hon. Pat Bell, Minister of Jobs, Tourism & Skills Training and Minister Responsible for Labour (Dec.6/12) Re: Meeting at UBCM, was received as information.
2. C.D. (Lyn) Anglin, President & CEO Geoscience BC (Dec 10/12) re: Geoscience: BC's Competitive Economic Advantage, was received as information.

INVITE GEOSCIENCE BC
TO COUNCIL MEETING

Councillor Dorward requested they attend an upcoming council meeting for an update on recent Geoscience BC activities. Mayor Parnham advised she is attending an upcoming conference with Geoscience BC in attendance for an announcement and will issue an invitation at that time.

3. J. Lindsay, President & CEO, North Island College (Dec 19/12) re: Provincial funding for rural colleges, was received as information.

NIC AND FUNDING FOR
RURAL COLLEGE
PROGRAMS

Patti Smedley, Economic Development and Community Coordinator updated Council on discussions with Doug Campbell regarding funding and programs at the Mount Waddington Regional Campus in Port Hardy. Council was advised there is no specific funding for rural college programs.

4. Addendum: Email from John Martin, Secretary-Treasurer School District 85 (Jan.8/13) re: Population shifts and potential changes to school trustee representation.

CHANGES TO SCHOOL
TRUSTEE ELECTORAL
REPRESENTATION

Mayor Parnham advised Council that there have been significant population shifts since 1989 when school electoral areas were last set. There will be a public meeting regarding potential changes to school trustee representation on January 23, 2013 at 6:30 - 8:00 pm at Port Hardy Secondary School library. Council members were encouraged to attend.

NEW BUSINESS

1. Addendum: Discussion on response to Provincial Government regarding tsunami alert timelines.

EMERGENCY
MANAGEMENT PLAN
CHANGES

Mayor Parnham discussed with Council the timelines of the Provincial Government tsunami alert regarding the 7.5 magnitude earthquake 94km west of Craig, Alaska on Saturday, January 05, 2013.

Council was advised the Provincial Government alert was one hour later than that issued by the American West Coast and Alaska Tsunami Warning Center. Mayor Parnham advised that the BC Government changes announced in November 2012 to the tsunami alert system, including testing, notifying communities right away and developing an expanded contact list, have not yet been implemented.

Councillor Tidbury advised that the District of Port Hardy Emergency Preparedness Plan is being reviewed and changes under discussion include; implementing protocols to follow the West Coast and Alaska Tsunami Warning Center alerting system as well as changes to the overall emergency management plan and website information. Changes will be brought forward to Council.

INVESTIGATE REMOVAL
OF OLD WEBSITE PAGES
FROM SEARCH ENGINES

Councillor Hemphill advised that Google search on Port Hardy tsunami brings up older tsunami information. Staff was directed to investigate removal of old website pages from search engines.

2013-003
ADVISE EMERGENCY
MANAGEMENT BC OF
EARTHQUAKE/Tsunami
ALERT PROTOCOL
CHANGES

Moved/Seconded/Carried

THAT Emergency Management BC be advised that the District of Port Hardy, while still tuned to the Emergency Management BC earthquake / tsunami alert system, will be changing protocols to follow the West Coast and Alaska Tsunami Warning Center alert system.

COUNCIL REPORTS

COUNCIL REPORTS

Mayor Parnham and Councillors Dorward, Hemphill, Marcotte, Shaw and Tidbury gave verbal reports on recent meetings and community activities they attended on behalf of the District of Port Hardy.

STAFF TO INVESTIGATE
GRASSROUTES

Addendum: Councillor Shaw re: email from Robyn Snook and Grassroutes environmentalists regarding a biking tour from Vancouver BC to Inuvik, Yukon with a planned stop in Port Hardy.

Councillor Shaw requested the District of Port Hardy contact the group and offer support for the tour.

Council directed staff to investigate the Grassroutes organization and their offer of support for local causes or projects in the community and report back to Council.

COMMITTEE REPORTS

OP SCVS COMM
MINUTES DEC 20/12

1. Operational Services Committee Minutes of the meeting held December 20, 2012 with two recommendations to Council.

a. THAT the District of Port Hardy accept in principle the draft cenotaph design as presented to the Operational Services Committee and that staff be directed to provide cost estimate for drainage, water and electrical to the cenotaph site.

Councillor Tidbury updated Council on the meetings with members of the N.I. 101 Squadron and Port Hardy Legion regarding plans to rebuild and redesign the cenotaph. Ongoing meetings will be held with the stakeholders and final plans will be brought forward to Council.

2013-004
CENOTAPH
IMPROVEMENTS
APPROVED IN
PRINCIPLE

Moved/Seconded/Carried

THAT the District of Port Hardy accept in principle the draft cenotaph design as presented to the Operational Services Committee AND THAT staff be directed to provide cost estimates for drainage, water and electrical to the cenotaph site.

b. THAT the District of Port subscribe to BC One Call.

2013-005
SUBSCRIBE TO BC ONE
C ALL

Moved/Seconded/Carried

THAT the District of Port subscribe to BC One Call.

STAFF REPORTS

1. Accounts Payable December 2012 was received as information.
2. P. Smedley, Economic Development & Community Coordinator (Dec 21/12) re: Canada Day Celebration grant funding application.

P. Smedley reviewed the grant amounts, funding deadlines and Heritage Canada promotion of the anniversary of the War of 1812

2013-006
CELEBRATE CANADA!
2013 GRANT
SUBMISSION
APPROVED.

Moved/Seconded/Carried

THAT the District of Port Hardy submit a grant proposal to the Celebrate Canada! Program for \$2,316 to hold a Canada Day Celebration at Storey's Beach Park on July 1, 2013.

BYLAWS

No Bylaws

ADJOURNMENT

2013-007
ADJOURNMENT

Moved
THAT we adjourn.

Time: 7:25 pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

MAYOR

| ITEM | ACTION – REGULAR MEETING OF JAN 8, 2012 | WHO | STATUS /COMMENTS |
|---|--|----------------------------|---|
| #2 Geoscience BC Update | Invite to upcoming council meeting | MP | |
| Addendum: Discussion on response to Provincial Government regarding tsunami alert timelines | Advise Emergency Management BC that the District of Port Hardy, while still tuned to the Emergency Management BC earthquake / tsunami alert system, will be changing protocols to follow the West Coast and Alaska Tsunami Warning Center alert system. • Staff directed to investigate removal of old website pages from search engines. | MP/RD | Meeting on Jan 22 |
| C/Hemphill Google search on Port Hardy tsunami brings up older tsunami information. | Staff to investigate the Grassroutes organization and their offer of support for local causes or projects in the community and report back to Council | PS | Done |
| Councillor Shaw re: Grassroutes environmentalists regarding a biking tour from Vancouver BC to Inuvik, Yukon with a planned stop in Port Hardy. | Accepted in principle the draft cenotaph design as presented to the Operational Services Committee. Advise stakeholders. a. Staff be directed to provide cost estimates for drainage, water and electrical to the cenotaph site. b. Sign up for BC One Call | TK TK TK | |
| Op Scv Committee Minutes Dec 20/12 re: | Approved. Apply for \$2,316 Canada Day grant | PS | Done |
| a. Cenotaph design b. BC One Call | | | |
| Canada Day Celebration grant funding application | | | |
| ITEM | ACTION – REGULAR MEETING OF DECEMBER 11, 2012 | WHO | STATUS /COMMENTS |
| VIRL | 2. Facility Policy. Advise District has no concerns, no future | JL | Done |
| Trees Canada \$5,000 grant | Write thank you to Trees Canada / BC Hydro as directed. | RD | |
| Downtown Revitalization Committee Minutes of Nov 27/12 and recommendations to Council | Recommendation #1. Approved. District Staff include information on the District website pertaining to Downtown Revitalization. #2. Approved. District Staff prepare a draft Request for Proposal for preparation of a Downtown Revitalization Plan. #3. Approved District Staff investigate issues pertaining to participation by volunteers working on District properties or events/projects. #4. Approved. District Staff investigate Ministry of Forests volunteer program and insurance. #5. Approved. District Staff contact past members of Community in Bloom and see if there is an interest in reviving the organization locally. | PS JL JL JL PS | Meeting on Jan 22 In progress Done Done Meeting on Jan 22 |
| ITEM | ACTION – REGULAR MEETING OF DECEMBER 11, 2012 | WHO | STATUS /COMMENTS |
| Ec Dev & Community Coord (Nov.26/12) re: Register to take part in Annual Pitch-In Week (\$350) | Issue cheque | AM | Done |
| ITEM | ACTION – REGULAR MEETING OF MAY 22, 2012 | WHO | STATUS /COMMENTS |
| G. Le Gal, Director Corporate Services (May 17/12) re: Carnarvon Place Park | Prepare a report detailing all options for Council | TK | Once budget approved - report options to Op Scvs |

Leslie Driemel

From: avicc@ubcm.ca
Sent: Tuesday, January 15, 2013 9:46 AM
To: rickd@porthardy.ca
Cc: ldriemel@porthardy.ca
Subject: Reminder - AVICC Resolutions and Nominations Deadline
Attachments: Resolutions Reminder Notice.pdf

Dear Rick Davidge,

Please distribute this message to the Chief Administrative Officer and Chief Corporate Officer and his/her support staff.

Attached is a reminder that the AVICC Resolutions and Nominations deadline is February 25, 2013. It includes the submissions requirements and procedures for dealing with late resolutions.

Please be reminded that late resolutions will only be admitted for debate if the issue arises after the February 25 deadline or was not known prior to that date and that UBCM strongly encourages members to submit their resolutions first to the Area Association for consideration. Resolutions should be submitted to UBCM directly only if the resolution addresses an issue that arises after the Area Association annual meeting.

The AGM & Convention program is coming together nicely. Please look forward to the program brochure and registration form to be distributed by this distribution method the week of January 29.

Iris Hesketh-Boles
AVICC Executive Coordinator
Local Government House
525 Government St, Victoria, BC V8V 0A8
Tel: 250-356-5122 Fax: 250-356-5119
www.AVICC.ca

This advisory is provided through a distribution system that is maintained and monitored by UBCM. To change or update the contact information for your organization, please contact radamson@ubcm.ca.



MEMORANDUM

TO: AVICC MEMBERS
FROM: Iris Hesketh-Boles, Executive Coordinator
DATE: January 15, 2013
RE: REMINDER - 2013 AVICC RESOLUTIONS AND NOMINATIONS DEADLINE

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 25, 2013**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

- One copy of the resolution by regular mail and one copy by email to avicc@ubcm.ca (Word version of the resolution itself preferred);
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is April 10, 2013.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

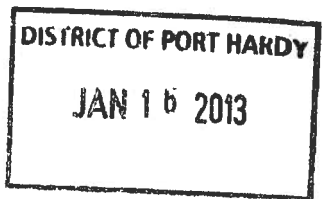
UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on ubcm.ca.

DEADLINE FOR NOMINATIONS TO BE INCLUDED IN THE REPORT ON NOMINATIONS

All nominations that are to be included on the *Report on Nominations* must be received in the AVICC office by **FEBRUARY 25, 2013**. Nomination and consent forms are available on avicc.ca. Nominations not received by the February 25, 2013 will be received from the floor of the AGM and Convention.



Friday 4 January 2013

Her Worship Bev Parnham
Mayor of Port Hardy
7360 Columbia Street
PO Box 68
Port Hardy BC V0N 2P0

Dear Madam Mayor:

Re: Senate Human Rights Committee Study on Cyberbullying

Our Senate Human Rights committee recently studied cyberbullying in Canada. Our committee unanimously adopted a rights-based approach to examining this issue. Our study focused on Canada's international human rights obligations under the United Nations Convention on the Rights of the Child, of which Canada is a signatory. Article 19 of the Convention affirms the state's obligation to protect children from physical and mental violence.

Our report found that a whole-of-community approach is necessary to prevent and confront cyberbullying. The report's recommendations call for young people, parents, teachers, federal and provincial governments, industry stakeholders, academics, and community organizations to all be involved in stopping cyberbullying.

Our recommendations call on the federal government to work with provincial and territorial governments to coordinate a strategy to address cyberbullying. The committee stressed that young people must be involved in the development of this strategy, and that human rights education and digital citizenship should be among its key components.

'Digital citizenship,' or a code of conduct related to online behaviour, is a term that the committee heard repeatedly during hearings. We learned from teachers, students, and others that parents and teachers need to help enable youth to define and elaborate this concept themselves.

DISTRICT OF PORT HARDY
JAN 16 2013

Witnesses, especially young people, told our committee that our focus should be on prevention and education, and to resort to the justice system only in extreme cases. When cyberbullying does occur, restorative justice initiatives are more effective in repairing relationships and restoring inclusive cultures. Many youth simultaneously play the role of the bully, the victim, and the bystander—a rights-based approach to confronting cyberbullying should empower youth to own both their rights and their responsibilities.

Our committee also recommended that the federal government partner with industry stakeholders to find ways to remove cyberbullying content from the internet in a manner that respects privacy and freedom of expression.

We also called for a task force to define and monitor cyberbullying nationally, and for the federal, provincial, and territorial governments to support long-term research on the gender differences, risk factors, and protective factors linked to cyberbullying.

Our committee heard from youth witnesses that adults need to do a better job of communicating with young people on this issue, so we also produced two companion guides: one for parents, and one for youth. I have enclosed copies of the report, the two guides, and the text of the speech that I delivered in the Senate on cyberbullying. I hope that you will review the report and guides and share them with your colleagues and friends, through social media and other networks.

Thank you for your consideration of the report, and for your help in sharing it with our constituents.

Kind regards,



The Honourable Mobina S.B. Jaffer, Q.C.
Senator for British Columbia

Enclosures (4)

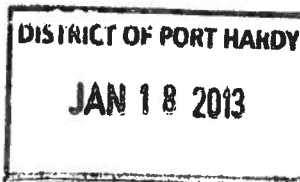


PORT HARDY SECONDARY SCHOOL

P.O. Box 27, Port Hardy, B.C. V0N 2P0
Telephone (250) 949-7443 • Facsimile (250) 949-2671

January 10, 2013

Deb Clipperton
PO Box 68
Port Hardy, BC
V0N 2P0



Re: District of Port Hardy Community Spirit Award

Dear Deb,

The Port Hardy Secondary School Scholarship Committee is now actively working with students on scholarship applications for this year's graduating class. Our convocation ceremony will be held in the gym at PHSS at 11:00 a.m. on Saturday, June 8, 2013.

I am contacting you on behalf of our graduating students to request your continued support. Your greatly appreciated past sponsorship has increased post-secondary opportunities available to our students, helping to shape and support their futures.

We would appreciate your completing the attached form regarding your support of this year's graduates, and returning it to me not later than February 15, 2013.

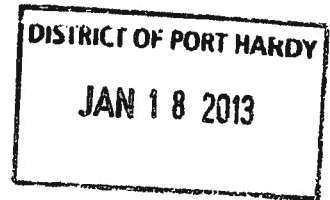
Again, thank you for your past support, and for again considering being a scholarship or bursary sponsor for our graduating class at PHSS.

Sincerely,

Steve Gray
Principal

Attachments

**Port Hardy Secondary School
Scholarship and Bursary Confirmation 2013**



Thank you for reviewing this and completing this form. Please return it to:

Scholarship Committee
Attn: Steve Gray, Principal
Port Hardy Secondary School
PO Box 27
Port Hardy, BC
V0N 2P0

Fax: 250-949-2671
Email: sgray@sd85.bc.ca
Phone: 250-949-7443, ext.3222

Scholarship Name: _____

Donor's Name: _____

Contact Person: _____ Contact Phone: _____ Fax: _____

Contact Email: _____

Mailing Address: _____

Please check one:

We wish to support the PHSS scholarship program for 2013 with the amount of \$ _____

We are unable to support the PHSS scholarship program for 2013.

Please indicate your preference:

We would like to have the scholarship or bursary recipient selected by the PHSS Scholarship Committee

Our organization would like to select the recipient, with applications forwarded to us no later than the following date*:

_____ 2013. Please allow five business days for applications to be forwarded on to you.

**A reminder – our in-school application deadline for all students this year is April 13, 2013.*

In the following space, please would you re-confirm or provide updated information on specific student criteria for your scholarship or bursary as we are updating our records. Thanks.



DISTRICT OF PORT HARDY
SUSTAINABILITY COMMITTEE
MINUTES OF THE MEETING HELD JANUARY 8, 2013

Present: Chair Councillor Hemphill, Councillor Tidbury

Also Present: Rick Davidge, Chief Administrative Officer

Regrets: Councillor Shaw

Call to Order: Chair Councillor Hemphill

Time: 4:36 pm

1. Minutes of the meeting held March 8, 2012.

MINUTES
MAR 8/12
APPROVED

Tidbury/Hemphill

THAT the minutes of the meeting held March 8, 2012 be approved as presented.

2. Greenhouse Gas Emissions

GREENHOUSE
GAS EMISSIONS

- 2011 and 2012 data
- Frequently asked questions

INVESTIGATE
LOCAL TRUST

The Committee discussed the District's greenhouse gas emissions for 2011 and 2012 that were available to date. Staff will work on previous years' numbers as time permits. The District will probably pay into the Carbon Trust in 2013 although options for a local 'trust', similar to one in the Cowichan Valley, is being investigated.

3. Access to Local Seafood

COMMUNITY
SHARED FISHERY

Local seafood access was discussed around the concept of a Community Shared Fishery. Partly based on a preset sale of product from a commercial fisher it contributes to access by local businesses and increases the relationship with the consumer as well.

From the agenda: Community Shared Fishery (CSF). The concept is that local community members (or organizations) pay a set amount to a fisherman at the beginning of the season (or in dated cheques) and have set delivery dates during the summer. An example of this is in Cowichan Bay – Michelle Rose Fishery. This allows the fisherman to know how much they need to fish and guaranteed sell and so fisherman will know if they have extra to sell abroad/etc. It's a really positive model especially because it increases the relationship between fisherperson and consumer as well.

BEAR AWARE
REVIEW

4. Bear Aware was discussed by the Committee and will be the focus of the February meeting. Staff will pull the resources together for that meeting.

5. Next meeting date: February 12, 2013 at 4:30 pm, Council Chambers

6. Adjournment

Time: 5:15 pm



DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE
Minutes of the meeting held January 17, 2012
Council Chambers

Present: Chair Councillor Tidbury
Councillors Rick Marcotte
Mayor Parnham

Regrets: Councillor Huddleston

Also Present: Rick Davidge, CAO
Trevor Kushner, Director Operations
Leslie Driemel Recording Secretary
Patti Smedley, Economic Development & Community Coordinator

Citizens: 6

MINUTES OF THE
MEETING HELD DEC
20/12 ACCEPTED

1. Call to Order: Councillor Tidbury Time: 1:00 pm
2. Minutes of the meeting held December 20, 2012

Moved/Seconded/Carried

THAT the minutes of the meeting held December 20, 2012 be approved as presented.

3. Cenotaph update

Members of Royal Canadian Legion and the 101 (North Island) Squadron Russ Hellberg, Lou Lepine, Calvin Hunt, John Elson, Brigdette Elson, Paul Grier, Jim King discussion on cenotaph project.

CENOTAPH PROJECT

The Committee was updated on the project and discussion included:

- Veterans Affairs requirements regarding signage (bilingual, commemoration of WWI, WWII, Korean War and option to recognize Afghanistan)
- Development of cadastral drawings of the site to help visualize the project and help in estimations project costs including water, electrical and drainage.
- Development of the site as a multi-use area within the park around the cenotaph footprint.
- Realignment and placement of the cenotaph site.
- First Nations totem pole with consensus to refurbish and move current pole to new site with refurbishment to cost approximately \$2,500
- Having a dedicated roadway in the park to the cenotaph area in order to stop driving on the lawn
- Grant requirements and valuation of in-kind donations
- Funding of \$100,000 available with 50% contribution and advisement that the next intake is in April 2013.
- Other grant funds available to contribute to gardens in area
- Public awareness for the project through various newsletters, the District website, the upcoming 101 Squadron silent auction and displays at the mall.
- Stakeholders contacting other organizations such as Rotary, Chamber of Commerce and Rangers to do presentations and request letters of support, cash and in-kind donations.

- Accessing municipal sources to look for decommissioned cenotaph pieces.

Russ Hellberg advised that when the final cadastral drawing is available then the site can be staked out and work plan determined.

Councillor Tidbury thanked the delegation for their time and efforts to date and advised the next meeting is Thursday February 21, 2013 at 9:00 am

4. EPCOR - D. Dugas re: Airport Wastewater Treatment Plant.

Mr. Dugas circulated a presentation outlining past and future issues at the Airport Wastewater Treatment Plant and outfall. Options and their costs from a report by Stantec Engineering were reviewed.

The estimated life of the tanks at the Airport Wastewater Treatment Plant and Tsulquate Wastewater Treatment Plants was discussed. It was agreed that an evaluation of the life of the tanks at both facilities would be needed to establish a baseline for the timeline of any future work.

The Committee requested the full report from Stantec be circulated to Council and Senior Staff members for review.

5. Prime Contractor

The Committee discussed the information presented in the memo by Terry Duncan regarding legal and liability issues surrounding a Prime Contractor designation in reference to the District of Port Hardy and EPCOR.

Moved/Seconded/Carried

The Operational Services Committee recommends to Council that the information presented by Terry Duncan regarding Prime Contractor status as it pertains to the relationship between the District of Port Hardy and EPCOR be brought forward to an In Camera council meeting for further discussion.

6. Duval Bridge

Trevor Kushner, Director of Operations advised that the superstructure is 70% complete and will be installed during the fish window in June 2013.

7. Stink Creek foot bridge

Trevor Kushner advised the structure is completed and will be on site in the first week of February. The area will be blocked off during installation which will take about a week and the project should be done by the end of February.

The Little Tsulquate Bridge project is also on schedule and will be installed during the fish window in June 2013.

AIRPORT WWTP &
OUTFALL

PRIME CONTRACTOR

DUVAL BRIDGE

GRANVILLE ST /
THUNDERBIRD WAY
XT MEETING DATES

8. Report on crosswalk at Thunderbird Way and Granville St.

Trevor Kushner advised he has walked the area and that the issues revolve around a trail and right of way. It was recommended that crosswalk warning signs be installed, daylighting of the area be done and the no-posts replaced with yellow bollards. The committee was advised this could be done through regular operations.

9. Ministry of Highways - gravel on highway

The Committee discussed the excessive gravel on Highway 19.

HIGHWAY 19 GRAVEL

Moved/Seconded/Carried

THAT the Operational Services Committee recommend to Council that a letter be written to the Ministry of Transportation regarding the size and quantity of gravel currently being used on Highway 19.

RECOMMENDATIONS TO COUNCIL

1. The Operational Services Committee recommends that the information presented by Terry Duncan regarding Prime Contractor status as it pertains to the relationship between the District of Port Hardy and EPCOR be brought forward to an In Camera council meeting for further discussion.
2. THAT the Operational Services Committee recommends to Council that a letter be written to the Ministry of Transportation regarding the size and quantity of gravel currently being used on Highway 19.

Next meetings: Thursday, February 21, 2013 at 9:00 am

| | | |
|--------------|-----------------------|---------------|
| Thurs Mar 21 | Thurs Apr 18 | |
| Thurs May 23 | Thurs June 20 | Thurs July 18 |
| Thurs Aug 22 | Thurs Sept 26 | Thurs Oct 17 |
| Thurs Nov 21 | <u>Tuesday Dec 17</u> | |

ADJOURNMENT

ADJOURNMENT

That we adjourn

Time: 3:15 pm



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Allison McCarrick, DFS
SUBJECT: TWWTP Sludge Pump – Capital - Wastewater
DATE: January 17, 2013

Tsulquate Wastewater Treatment Plant Sludge Pump

EPCOR has requested an early approval for the replacement of the Tsulquate Wastewater Treatment Plant Sludge Pump.

This pump is used to transfer sludge to the centrifuge where it is de-watered and then hauled to the landfill. The current pump was installed in approximately 1996.

This item was presented to Council in the Wastewater 2013 Capital Plan. The budget request was for 15,000.00.

EPCOR has requested an early approval for this project with a budget of 12,850.00.

Respectfully submitted,

Allison McCarrick, DFS

I agree