



DISTRICT OF PORT HARDY

AGENDA REGULAR MEETING OF COUNCIL 7:00 PM TUESDAY, APRIL 9, 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 Operational Services
Leslie Driemel, Secretary

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
7:00 pm TUESDAY, APRIL 9, 2013
Council Chambers - Municipal Hall**

Page	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 March 12, 2013.	
	Motion required	1. 2.
	D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL	
	Jane Hutton Curator, Port Hardy Museum and Archives re: Update on activities.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
5	1. Council Action items. For information.	
	F. CORRESPONDENCE	
6	1. Janet Dorward, Chair, RCMP Musical Ride 2013, Rotary Club of Port Hardy (March 11/13) re: RCMP Musical Ride August 7, 2013 and request for District support (as outlined in letter).	
	Motion / direction	1. 2.
7-9	2. Copy of letter from Sheila Malcolmson, Chair, Islands Trust Council to Hon. Terry Lake, Minister of Environment (Feb.8/13) re: Policy Intentions Paper on Land Based Spill Preparedness and Response. For information.	
10-11	3. Copy of letter from Sheila Malcolmson, Chair, Islands Trust Council to Hon. Mary Polak, Minister of Transportation and Infrastructure (Dec.20/12) re: Islands Trust Submission on BC Coastal Ferries. For information.	
12	4. Don Peterson, President Freshwater Fisheries Society of BC (Mar.18/13) re: Freshwater Angling and the BC Economy report. For information. (Report in Council reading file)	
13-26	5. Gerry Taft, Mayor, District of Invermere (March 15/13) re: UBCM Executive and action on the concept of towns with no people and appointed councils.	
	Motion / direction	1. 2.
27	6. Keith Ashfield, Minister of Fisheries & Oceans (March 15/13) re: Reply to letter of August 17, 2012 for request for consultation and meetings to be held in Port. For information.	
	G. NEW BUSINESS	
28-37	Mayor Parnham re: Board of Education, School District No. 85 (Vancouver Island North) Trustee Electoral Areas.	
	H. COUNCIL REPORTS	
	1. Verbal reports from Council members.	

I. COMMITTEE REPORTS

- 38-39** Economic Development Committee Minutes of the meeting held March 25, 2013. For information.

J. STAFF REPORTS

- 40-41** Accounts Payable March 2013. For information.

K. CURRENT BYLAWS AND RESOLUTIONS

- 42-44** 1. Bylaw 1008-2013, A Bylaw to Amend Building Bylaw No. 11-2005 to Implement Changes Introduced by the 2012 British Columbia Building Code. For Adoption.
Motion required 1. 2.
- 45-47** 2. Bylaw 1009-2013, A Bylaw to Amend District of Port Hardy 2013 User Rates and Fees Bylaw No. 18-2012 to Incorporate Damage Deposits from District of Port Hardy Building Bylaw No. 11-2005. For Adoption.
Motion required 1. 2.
- 48-52** 3. Memo from A. McCarrick, Director of Financial Services (Mar.19/13) re: 2013-2017 Financial Plan Bylaw 1011-2013 and 2013-2017 Financial Plan Presentation.
- 53-56** Bylaw No. 1011-2013, A Bylaw to Adopt the Annual Five Year Financial Plan for the period 2013 - 2017. For First, Second and Third Readings.
Motion required 1. 2.
- 57** 4. Memo from A. McCarrick, Director Financial Services (Mar.19/13) re: Short Term Capital Borrowing Bylaw
- 58-59** Bylaw No. 1012-2013 A Bylaw to Authorize the Borrowing of Money for the Purpose of a Recreation Facility Upgrade For First, Second and Third Readings.
Motion required 1. 2.

L. PENDING BYLAWS

District of Port Hardy Zoning Bylaw 1010-2013

M. INFORMATION AND ANNOUNCEMENTS

April 12-14 AVICC AGM and Convention (Mayor Parnham, Councillors Shaw & Hemphill
April 18 Committee: Operational Services 9:00 am Council Chambers
April 23 Committee: Economic Development 4:30 pm Council Chambers
Council: In Camera Council meeting 6:30 pm Council Chambers (to be confirmed)
Council: Regular Council 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
MARCH 12, 2013**

CALL TO ORDER: Mayor Parnham Time: 7:00 pm
PRESENT: Mayor Parnham, Councillors Dorward, Hemphill, Marcotte, Shaw and Tidbury
REGRETS: Councillor Huddlestan
ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services
Leslie Driemel, Recording Secretary

Media: North Island Gazette
Members of the Public: 2

APPROVAL OF AGENDA

Councillor Tidbury requested an addendum to the agenda under New Business: The Port Hardy Fire Department's concerns regarding implementing the regulations of the Office of the Fire Commissioner.

2013-034
APPROVAL OF AGENDA
AS AMENDED

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

ADOPTION OF MINUTES

1. Minutes of the Regular Council Meeting held February 26, 2013.

2013-035
REGULAR COUNCIL
MEETING MINUTES
FEB. 26, 2013

Moved/Seconded/Carried
THAT the minutes of the Regular Meeting of Council held February 26, 2013 be approved as presented.

DELEGATIONS

1. Pat Corbett-Labatt and Lionel Gunson, Port Hardy Twinning Society - Annual Update.

DELEGATION:
PORT HARDY
TWINNING SOCIETY
ANNUAL UPDATE

Pat Corbett-Labatt and Lionel Gunson reviewed with Council the 2012 financial report of the Twinning Society and Council advised the Society is in good shape for 2013. Activities undertaken by the Society in 2012 were reviewed through a power point presentation and a written report will be submitted to be included in the District of Port Hardy 2012 Annual Report.

DELEGATION:
PORT HARDY
TWINNING SOCIETY
ANNUAL UPDATE

The Society activities planned for 2013 were discussed and include finding a home to store and work on the small andon, maintaining the Twinning Garden at Carrot Park and planning for a delegation from Port Hardy to Numata in August.

The delegates advised Council that September of 2014 is the 20 year anniversary of the signing of the Sister City / Twinning Agreement and the Society wants to work with the District to plan a 20 year celebration. Preliminary ideas include a delegation to/from each community, bringing a taiko drumming and ikebana display/workshop during Filomi Days and a commemorative project to build a torri gate in the community. Suggested locations for the gate were at the Douglas Street garden area below the RCMP station or in the shallow water near the marker adjacent to Tsulquate Park. A water location would require more investigation and the delegates asked for approval in principle before proceeding further. Appropriateness of a torri gate was also mentioned.

Mayor Parnham thanked the delegates for the presentation and advised that while the torri gate idea is an excellent commemorative project, Council would like to be advised of the projected costs and other details before further commitment.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

1. Rachael Blaney, Executive Director, Immigrant Welcome Centre (Feb.28/13) re: Request for a meeting to discuss services.

Moved/Seconded/Carried

THAT Rachael Blaney, Executive Director of the Immigrant Welcome Centre be invited to meet with Council at a Committee of the Whole meeting on March 28, 2013.

2. Stephanie Nelson, Connections Worker, Port Hardy Secondary School (Mar.7/13) re: 5-10 Km Walk-Run Event May 9, 2013 4- 6 pm was received as information.

Jeff Long, Director of Corporate & Development Services, advised Council an approval is not required as no road closures are proposed and the letter is for information purposes only.

3. Copy of letter to Claire Trevena, MLA from Hon. Shirley Bond, Minister of Justice (Feb.21/13) re: Early warning system in the event of an earthquake and potential tsunami was received as information.
4. Dean Fortin, Mayor, City of Victoria, (Mar.7/13) To all AVICC Member municipalities: Re: AVICC Resolution - Reducing Default Speed Limits for Municipal Roads.

Mayor Parnham advised she has discussed the issue with RCMP Staff Sgt. Brownridge and that a reduced speed will be difficult to enforce. Council was advised that the issue will be discussed in depth at AVICC in April.

2013-036
INVITE R. BLANEY,
IMMIGRANT WELCOME
CENTRE TO MEET
WITH COUNCIL

2013-037
R&F LETTER RE:
REDUCE THE DEFAULT
SPEED LIMITS ON
MUNICIPAL ROADS

Moved/Seconded/Carried

THAT the letter from Dean Fortin, Mayor, City of Victoria, re: AVICC Resolution to reduce the default speed limits for municipal roads be received and filed.

NEW BUSINESS

1. Reschedule Regular Council Meeting of May 14, 2013 to May 7, 2013 - Conflict with Provincial Election Date

2013-038
RESCHEDULE MAY 14,
2013 REGULAR
COUNCIL MEETING TO
MAY 7, 2013

Moved/Seconded/Carried

THAT in order to avoid conflict with the Provincial Election Date of May 14, 2013 the Regular Council Meeting of May 14, 2013 be rescheduled to May 7, 2013.

2. Councillor Tidbury re: Fire Department concerns.

Councillor Tidbury relayed concerns from the Port Hardy Fire Department regarding the regulations from the Office of the Fire Commissioner for volunteers, training, vehicles and safety requirements becoming onerous for small communities.

2013-039
INVITE REP FROM
OFFICE OF FIRE
COMMISSIONER TO
MEET WITH COUNCIL

Moved/Seconded/Carried

THAT the District of Port Hardy invite a representative from the Office of the Fire Commissioner to meet with Council to discuss issues and concerns regarding regulations becoming increasingly onerous for the capacity and capabilities of small communities to carry out.

Councillor Dorward advised this is an issue affecting all small communities and suggested it be discussed at the regional level. Mayor Parnham advised she will bring up the issue at the next Regional District of Mt. Waddington Board meeting.

COUNCIL REPORTS

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

PH FIRE DEPT RE:
ENFORCEMENT OF
BUILDING NUMBERING
BYLAW

Councillor Marcotte relayed concerns of the Fire Department regarding enforcement of the building numbering bylaw. The Department suggests promoting 911 reflective address signs in the community.

CANCEL MARCH
SUSTAINABILITY
COMMITTEE MEETING

Councillor Hemphill advised she will out of town for the Sustainability Committee meeting scheduled for March 19, 2013 and requested it be cancelled until April with a focus and discussion on bringing a community sustainable fishery program to Port Hardy.

COMMITTEE REPORTS

No reports

STAFF REPORTS

1. Accounts Payable February 2013 was received as information.

2013-040
40TH ANNIVERSARY OF
POOL FREE SWIM
MARCH 24, 2013

2. M. Dennison, Aquatic Coordinator (March 5/13) re: Pool Turns 40 - Free Public Swim celebration.

Moved/Seconded/Carried

THAT Council authorizes the use of the pool facility from 12 noon to 5:00pm on Sunday, March 24, 2013 to conduct a free public swim in celebration of the 40th anniversary of the pool facility and that the Mayor or a Council member attend if possible to conduct the official cutting of the cake.

Mayor Parnham advised that she or another Council member will attend and cut the cake

3. J. Long, Director Corporate & Development Services (Mar.8/13) re: Purchase and Installation of Visual Equipment for Council Chambers.

2013-041
AUDIO VISUAL
EQUIPMENT FOR
COUNCIL CHAMBERS
PURCHASE APPROVED

Moved/Seconded/Carried

THAT Council approves the purchase and installation of the visual aid equipment for the Council chambers described in the March 8, 2013 staff report, prior to the adoption of the 2013 District of Port Hardy Financial Plan.

BYLAWS

1. District of Port Hardy Building Bylaw Amendment Bylaw No. 1008-2013. For First, Second and Third Reading.

2013-042
BYL 1008-2013 TO
AMEND BUILDING BYL
11-2005 FOR 1ST 2ND
AND 3RD READING

Moved/Seconded/Carried

THAT District of Port Hardy Building Bylaw Amendment Bylaw No. 1008-2013 receive First, Second and Third Reading.

2. District of Port Hardy 2013 User Rates and Fees Bylaw Amendment Bylaw No. 1009-2013. For First, Second and Third Reading.

2013-043
BYL 1009-2013 TO
AMEND RATES & FEES
BYL 18-2012 FOR 1ST 2ND
AND 3RD READING

Moved/Seconded/Carried

THAT District of Port Hardy 2013 User Rates and Fees Bylaw Amendment Bylaw No. 1009-2013 receive First, Second and Third Reading.

ADJOURNMENT

2013-044
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:55 pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

MAYOR

COUNCIL ACTION REPORT

REGULAR COUNCIL MEETING - MARCH 12, 2013

ITEM	ACTION	WHO	STATUS /COMMENTS
Rachael Blaney, Immigrant Welcome Centre request to meet with March 27 or 28, 2013.	Invite to meet at on late afternoon Committee of the Whole meeting on March 27 or 28, 2013.	JL	Done. March 27 Comm of Whole meeting held.
Reschedule Regular Council Meeting of May 14, 2013 to May 7, 2013 - Conflict with Provincial Election Date	Rescheduled date approved. Post meeting date change.	JL/LD	Done
Councillor Tidbury relayed concerns from the Port Hardy Fire Department regarding the regulations from the Office of the Fire Commissioner	Write and invite a representative from the Office of the Fire Commissioner to meet with Council to discuss issues and concerns regarding regulations	RD	Underway
Aquatic Coordinator re: Pool Turns 40 - Free Public Swim celebration on March 24	Discuss the issue at the next RDMW Board meeting. Approved. Promote celebration and free swim	MP MD	Done
Purchase and Installation of Visual Equipment for Council Chambers.	Purchase and installation of the visual aid equipment for the Council chambers described in the March 8, 2013 staff report, prior to the adoption of the 2013 District of Port Hardy Financial Plan approved Purchase equipment	JL	Electrical contractor has been given go ahead to conduct electrical wiring component

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REGULAR COUNCIL MEETING - FEBRUARY 12, 2013

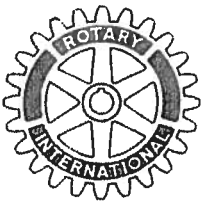
ITEM	ACTION	WHO	STATUS /COMMENTS
John Duncan, MP request to proclaim National Health and Fitness Day and to waive/ reduce fees at fitness facilities	National Health and Fitness Day proclaimed. Refer request for waiving/reducing recreation facility fees to mark the day to the Recreation Department for input.	MD/GW	In progress

REGULAR COUNCIL MEETING - JANUARY 22, 2013

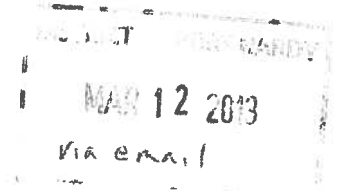
ITEM	ACTION	WHO	STATUS /COMMENTS
Cenotaph Project	Prepare grant application and related information and that the application/info be brought back before Council for further consideration.	PS/TK	Slated for April 9 Council Meeting

REGULAR COUNCIL MEETING - JANUARY 8, 2013

ITEM	ACTION	WHO	STATUS /COMMENTS
#2 Geoscience BC Update	Invite to upcoming council meeting	MP	Invite after geochemical data release in March
Downtown Revitalization Committee Minutes of November 27, 2012	District Staff include information on the District website pertaining to Downtown Revitalization.	PS	Final step to go live completed March 19



ROTARY CLUB OF PORT HARDY
PO Box 1890, Port Hardy, BC, V0N 2P0



March 11, 2013

District of Port Hardy
PO Box 68
Port Hardy, BC V0N 2P0

Dear Mayor and Councillors:

The Rotary Club of Port Hardy is hosting the RCMP Musical Ride in Port Hardy on Wednesday, August 7, 2013.

This world-class family event is to be held in one of the most unique and beautiful stages in Canada, Storey's Beach, and will attract residents and visitors from all over the North Island to our town. We anticipate up to 2,000 spectators.

In order to help make this event a success, we are requesting your permission to use the facilities of the District of Port Hardy – Beaver Harbour Park, Rotary Pavilion, the ball field nearest the park, and the park/ball field parking lot from August 6-8, 2013. Access by the public will be limited to ticket holders from 4:00-7:15pm on August 7, 2013.

In order to limit beach access to the waterfront show to ticket holders, we are also requesting permission and use of the road barriers from the District of Port Hardy. The barriers will be erected on Beaver Harbour Road near the Fort Rupert Curling Club, and at access points along Storey's Beach Road from approximately 4-7pm on August 7, 2013. The barriers will be manned; emergency vehicles and local traffic will be permitted through.

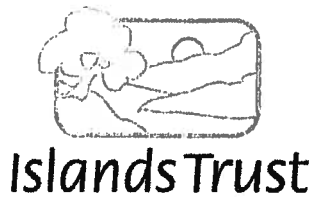
Additional public washrooms and trash receptacles will also be necessary to accommodate the large crowd and we are requesting additional portable toilet facilities and trash receptacles near the boat ramp at Storey's Beach.

The Rotary Club of Port Hardy will carry \$2,000,000 Commercial General Liability which names the District of Port Hardy as Additional Insured.

Thank you for your consideration in supporting our event. Please contact me at jdorward@telus.net or 250-949-1080 should you wish to discuss.

Sincerely,

Janet Dorward
Chair, RCMP Musical Ride 2013
Rotary Club of Port Hardy



200-1627 Fort Street, Victoria BC V8R 1H8
Telephone (250) 405-5151 Fax (250) 405-5155

Toll Free via Enquiry BC in Vancouver 604.660.2421. Elsewhere in BC 1.800.663.7867

Email information@islandstrust.bc.ca

Web www.islandstrust.bc.ca

February 8, 2013

File No.: 0420-20

Via Email: env.minister@gov.bc.ca

Honourable Terry Lake
Minister of Environment
PO BOX 9047 STN PROV GOVT
Victoria BC V8W 9E2

Dear Minister Lake:

Re: Policy Intentions Paper on Land Based Spill Preparedness and Response

As Chair of the Islands Trust Council, I'm writing to express support for the potential improvements to the provincial spill preparedness and response regime that are outlined in the Ministry of Environment's policy intentions paper on Land Based Spill Preparedness and Response and to encourage the Ministry of Environment to proceed with measures that will:

- establish higher standards for land-based spill preparedness and response (including marine spills affecting coastal shorelines);
- develop effective rules for restoration of the environment following a spill; and,
- ensure effective government oversight and coordination of industry spill response.

The Islands Trust Council has been advocating to senior governments about oil spill issues since 1979 and has raised numerous concerns relating to oil spill preparedness and response. Even a small oil spill within the Islands Trust Area could have devastating impacts on the abundant biodiversity of the region and could significantly affect species already at risk, as well harm the livability and economic well-being of local communities.

The Islands Trust Policy Statement, a statutory document founded in extensive community consultation and approved in 1994 by the then Minister of Municipal Affairs, includes a policy to encourage provincial and federal agencies to ensure safe shipment of materials hazardous to the environment.

In 2009, Trust Council's interest in marine shipping and oil spill issues was heightened when the bulk carrier Hebei Lion grounded in Plumper Sound, between Saturna, Mayne and North and South Pender Islands. After the incident, the Manager of the Washington State Department of Ecology's Spill Prevention, Preparedness and Response Program stated that "damage to fuel tanks on a cargo ship that size could have oiled the islands on both sides of the border" and that "a major spill also could have forced a closure to vessel traffic." In the following 16 months, Council's concern was heightened when two more bulk carriers dragged anchors in Plumper Sound.

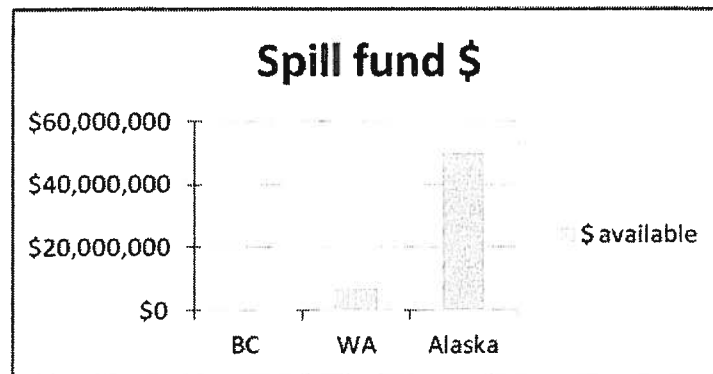
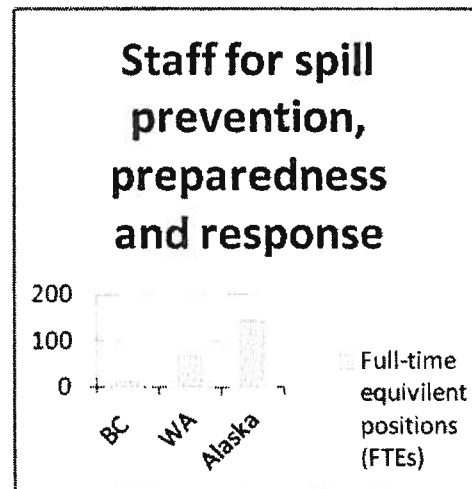
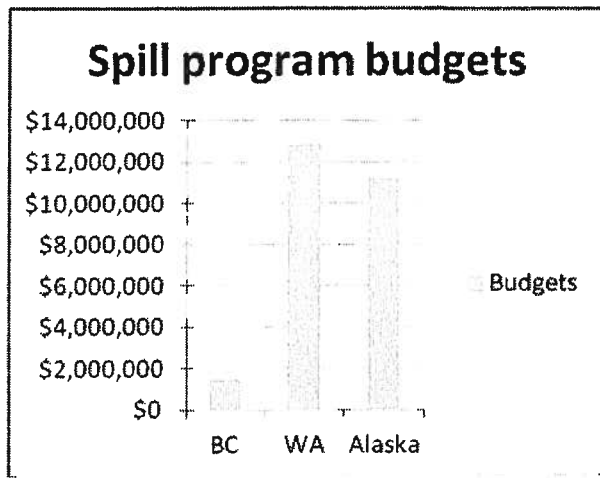
In June 2010, the Islands Trust Council hosted a marine shipping safety information session with shipping industry panelists, where we learned that marine conditions in the Salish Sea make oil spill response particularly challenging and that if a major spill occurred, responders would be unlikely to contain or recover more than 10%-15% of the spilled oil. In April 2012, an Islands Trust hosted workshop at the Association of Vancouver Island Coastal Communities convention revealed deep concern about the lack of provincial capacity to advise and prepare local governments for their roles in oil spill response.

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Preserving Island communities, culture and environment

Bowen Denman Hornby Gabriola Galiano Gambler Lasqueti Mayne North Pender Salt Spring Saturna South Pender Thetis

In September 2012 the Islands Trust asked that the Union of British Columbia Municipalities (UBCM) “encourage the Province to secure on-going revenue from industry for a sustained increase in provincial spill prevention, preparedness, mitigation and response resources and for a permanent BC spill response fund”; this was reflected in the UBCM’s 2012 convention endorsement of Resolution B122, Shipping of Dangerous Goods Liabilities. For the convention, we gathered information for the 2011-12 fiscal year which is summarized below in chart form and illustrates our concern about British Columbia’s lack of spill-response resources and industry funding in relation to its neighbours.



It is our hope that by acting on the ideas and plans laid out in the intentions paper, the Province of British Columbia will make long-overdue progress towards:

- increasing the amount of provincial staff and resources that are dedicated to spill prevention, preparedness and response;
- establishing a BC spill response fund;
- increasing the standards for spill preparedness and response;
- ensuring effective government oversight and coordination of industry spill preparedness;
- establishing a natural resource damage assessment process;
- preparing local governments to assist the provincial and federal governments in managing major spill responses; and,
- supporting development of geographic response plans that include protection strategies for containing oil and diverting it away from priority areas.

Honourable Terry Lake
February 8, 2013
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The Islands Trust's support for this long-overdue initiative to improve the BC spill prevention and response regime should in no way be construed as lessening the Islands Trust Council's opposition to oil pipeline projects that lead to the expansion of oil export by barge and tanker from Canada's west coast.

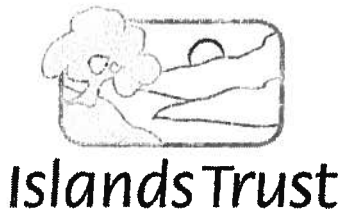
Thank you for considering this submission to your consultation process.

Sincerely,



Sheila Malcolmson
Chair, Islands Trust Council

cc: Bowen Island Municipal Council
Trust Area MLAs: Ron Cantelon, Parksville – Qualicum
Murray Coell, Saanich North and the Islands
Joan McIntyre, West Vancouver – Sea to Sky
Don McRae, Comox Valley
Doug Routley, Nanaimo – North Cowichan
Nicholas Simons, Powell River – Sunshine Coast
San Juan County Council
AVICC
UBCM
Cindy Bertram, contractor to Ministry of Environment consultation process
Islands Trust Council
Islands Trust website



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Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

December 20, 2012

File No.: 0420-20

Via Email: Minister.Transportation@gov.bc.ca; coastalferriesengagement@gov.bc.ca

Honourable Mary Polak
Minister of Transportation and Infrastructure
PO BOX 9055 STN PROV GOVT
Victoria BC V8W 9E2

Dear Minister Polak:

Re: Islands Trust Submission on BC Coastal Ferries

As Chair of the Islands Trust Council, I'm writing to convey Council's submission to the Ministry of Transportation and Infrastructure's BC coastal ferries consultation and engagement process. We make four specific requests and provide background to support those requests.

The Islands Trust Council has a long record of advocacy to the provincial government seeking the kind of investment in coastal transportation infrastructure that we see in other areas of the province, and our sense of alarm is only growing stronger. On December 17, 2012, I read your announcement "Promise made, Promise delivered" about province-wide transportation investment, and was astonished that in the midst of this ferry consultation there is no mention of the transportation needs of BC's ferry-dependent communities.

Coastal settlement patterns were predicated on the promise of an affordable ferry system. The provincial government must recognize coastal ferry service as an essential and integral part of BC's transportation infrastructure and fund it accordingly, taking full responsibility for future capital costs. Immediately, the provincial government should provide sufficient funding to significantly reduce fares on the minor routes, since island communities have been hard hit by substantial cumulative fare increases. In addition, the provincial government should follow the recommendation of the BC Ferry Commission to cushion fuel price volatility in order to hold future price cap increases at the rate of inflation.

The attached submission asks the provincial government to correct its course and acknowledge that public funding for ferries is an investment in the economy, not a subsidy to ferry users – who are already covering 85% of operating costs.

As a local government we are keenly aware of the need to be frugal and strategic with spending in these difficult financial times. However, investment in British Columbia's coastal ferries, as with other provincial transportation infrastructure, is critical to the success of BC's economy. Islands Trust Council's 2011-14 strategic plan includes the objective of enhancing community economic sustainability and security in the Islands Trust Area. One of our strategies to advance this objective is to advocate for sustainable, affordable and appropriate ferry service. The maintenance of healthy island communities and economies is recognized in the Islands Trust Policy Statement, as is the need for public consultation regarding transportation services.

Islanders told the ferry commissioner that fares have reached the tipping point, and are telling us that the current consultation framework and lack of information prevents them from contributing meaningfully to the process. More detailed and specific consultations must occur with island communities before any significant service changes or cuts are considered, and after the province has stabilized fares.

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Preserving island communities, culture and environment

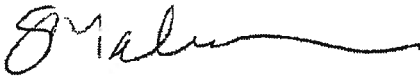
Bowen Denman Hornby Gabriola Galiano Gambier Lasqueti Mayne North Pender Salt Spring Saturna South Pender Thetis

Honourable Mary Polak
December 20, 2012
Page 2

The Islands Trust Council represents 25,000 people, all of whom are ferry users. No other British Columbia local government has as many ferry-dependent communities.

Thank you for considering our submission; best wishes for a peaceful holiday season.

Yours sincerely,



Sheila Malcolmson
Chair, Islands Trust Council

Attach: Islands Trust submission to BC coastal ferry consultation and engagement process

cc: The Honourable Michael de Jong, Minister of Finance
Mike Corrigan, President and CEO, BC Ferry Services Inc
Gord Macatee, BC Ferries Commissioner
Ferry Advisory Committee Chairs c/o Trustee Tony Law
Bowen Island Municipality
Coastal Regional District Chairs c/o PRRD Chair Colin Palmer
AVICC members
Trust Area MLAs: Ron Cantelon, Parksville – Qualicum
Murray Coell, Saanich North and the Islands
Joan McIntyre, West Vancouver – Sea to Sky
Don McRae, Comox Valley
Doug Routley, Nanaimo – North Cowichan
Nicholas Simons, Powell River – Sunshine Coast

Islands Trust Council
Islands Trust website



**Freshwater Fisheries
Society of BC**

Corporate Office
101 – 80 Regatta Landing
Victoria BC V9A 7S2
tel: 250.414.4200
fax: 250.414.4211
toll free: 1.888.601.4200
fish@gofishbc.com

gofishbc.com

March 18, 2013

Mayor and Councillors
District of Port Hardy
PO Box 68
Port Hardy BC V0N 2P0

MAR 21 2013

Dear Mayor and Councillors:

I am pleased to share with you the enclosed summary - an abridged version of the 2013 *Freshwater Angling and the BC Economy* report prepared by M. Bailey (Wageningen UR) and U.R. Sumaila (Fisheries Centre, UBC).

This new report provides important insights into a vital but often-overlooked sector. Most notably, in 2010 alone:

- Freshwater anglers made direct expenditures of \$546 million on equipment, travel, accommodation and hospitality services - primarily in rural BC.
- Total economic impact of freshwater fishing was almost \$1 billion.
- Freshwater fishing was responsible for tax revenues of \$144 million.
- For every \$1 invested in the Freshwater Fisheries Society of BC for stocking and other services, anglers spent an average of \$24.

To put this in perspective, BC's anglers spend three times more on equipment than downhill skiers, and infuse almost as much into the provincial economy as cruise-ship passengers. A key distinction, however, is that angling distributes benefits throughout the province — not just a few centres.

The growth in the value of BC's freshwater sport fisheries, even during tough economic times, did not happen by accident. Sound management by the province, reinvestment of fishing licence revenues in conservation and enhancement services – not to mention almost 300,000 dedicated anglers - are the keys to this sector's success.

This abridged report can also be found on our website at www.gofishbc.com, and the full report is available through our office. If you have any questions, or would like to discuss partnership opportunities to support new programs in your area, please contact me at (250) 414-4200 or 1-888-601-4200, or by e-mail at don.peterson@gofishbc.com.

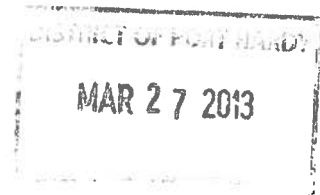
Sincerely,

Don Peterson
President
Freshwater Fisheries Society of BC

Our Vision: The Best Freshwater Fisheries in North America

March 15, 2013

Mayor Bev Parnham
District of Port Hardy
Box 68
Port Hardy, BC V0N 2P0



Dear Mayor Bev Parnham,

Re: UBCM Executive needs to take action on the concept of towns with no people and appointed councils

For discussion at an open meeting of council or board

The District of Invermere passed the following resolution at our regular meeting of Council on February 26th:

WHEREAS the Resolution B55 was endorsed by the vast majority of delegates at the 2012 UBCM convention;

AND WHEREAS the response provided by the Ministry of Community, Sport and Cultural Development does not address the concerns and clear position taken by the membership of UBCM;

AND WHEREAS the recently created Jumbo Glacier Mountain Resort Municipality will not be eligible for membership to the Union of British Columbia Municipalities because the council is not elected, thereby violating the position taken by B55, generally undermining the reputation and credibility of British Columbia Local Governments, and destroying the 100% membership of local governments record the UBCM is very proud of having;

AND WHEREAS the West Kootenay Community Ecosociety has submitted a petition to court requesting a judicial review of the constitutionality of and the consultation around the creation of a municipality without an electorate or population and with an appointed council, and that this issue directly affects local governments and the UBCM;

THEREFORE BE IT RESOLVED the UBCM executive be encouraged to waive the normal policy of the UBCM not being involved in legal issues until the appeal process, and the UBCM submit an application to the Supreme Court of British Columbia seeking intervention status in the case between the Ecosociety and the Province of British Columbia and Jumbo Glacier Mountain Resort Municipality

AND THAT IT FURTHER BE RESOLVED that every local government of British Columbia be sent this resolution and asked to send their support for the UBCM to be involved in this important legal proceeding, and that they be encouraged to express their concern to the Government of the Province of British Columbia for the precedent set by establishing a municipality with no population and with an appointed council.

As background information, resolution B55 from the September 2012 UBCM convention and the Provincial response are attached, along with the letters patent creating the Jumbo Glacier Mountain Resort Municipality (JGMRM).

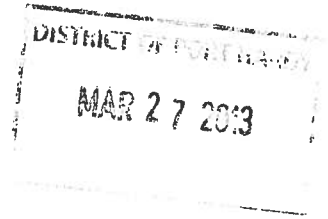
We strongly believe that having towns without residents and without elected councils threatens democratic principles and the credibility of local governments and the positions of "elected officials" in the Province British Columbia. We also believe there are serious concerns around the fettering of council discretion and around guaranteed development rights as seems to be suggested in the letters patent for JGMRM. It also seems unsustainable to have municipalities exists for an undetermined length of time with no tax base being completely reliant on Provincial Government grants to fund their

operations. It also seems that the UBCM is weakened as an organization and loses credibility by not having 100% membership. We appreciate your support regarding this important issue, and ask that you please write to the UBCM executive encouraging them to take action on this item.

Sincerely,



Gerry Taft
Mayor
District of Invermere



B55 RESORT MUNICIPALITIES

WHEREAS regional districts are a legal and accepted form of local government in BC elected by rural communities to represent and manage the land-use and development interests of local taxpayers; AND WHEREAS the creation of a resort municipality within an electoral area and appointment of a council directed by a resort developer is contrary to the principles of democratic government and sets an undesirable precedent:

THEREFORE BE IT RESOLVED that UBCM ask the Ministry of Community, Sport & Cultural Development to consider a governance structure for mountain resort municipalities that includes elected representatives responsible for land-use decisions for a permanent population of at least 200 people; AND BE IT FURTHER RESOLVED that UBCM does not support the concept of an unelected body making land use decisions for an area with no population.

RESPONSE: Ministry of Community, Sport and Cultural Development

The Local Government Act was amended in 2012 to clarify existing government policy in relation to the authority to incorporate a mountain resort municipality whether or not there are residents in the area at the time of the incorporation. The 2012 amendments ensure the effectiveness of the 2007 Local Government Act amendments related to the incorporation of mountain resort municipalities in certain circumstances.

Municipal incorporation of an area prior to the arrival of residents is not new in British Columbia. In fact, many existing British Columbia communities were incorporated prior to having stable resident populations, such as Tumbler Ridge, Elkford and Logan Lake. While those communities were incorporated in relation to resource development, government supports the use of a similar approach to enhance mountain resort development.

Incorporating an area prior to the arrival of residents means that a mayor and council need to be appointed by government until such time as a stable resident population is established within the incorporation area. Appointments to council have been used previously in British Columbia in several resource based communities and in all of those communities, appointed individuals were replaced with elected council members as the communities grew and stable resident populations were established.

While the concerns expressed in this resolution relating to the form of such an incorporation are noted, government remains of the view that incorporating an area prior to the arrival of residents can, in limited circumstances, support the early development of mountain resorts by providing the strong foundations necessary for well planned resort communities with high quality services and public amenities.

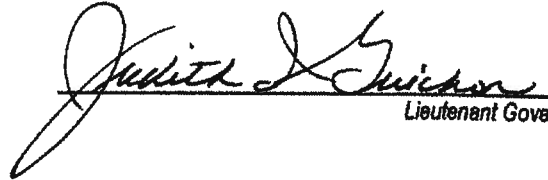
PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No.

760

Approved and Ordered

NOV 19 2012


Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders the following:

- (a) that Letters Patent, in the form attached, be issued incorporating Jumbo Glacier Mountain Resort Municipality;
- (b) that Letters Patent, in the form attached, be issued for the Regional District of East Kootenay.


Minister of Community, Sport and Cultural
Development


Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section:- *Local Government Act, R.S.B.C. 1996, c. 323, sections 11, 12.1, 12.4, 13, 14, 14.3, 14.4, 782, 782.1*
Other (specify):-

October 30, 2012

RESUB 2 - O/749/2012/33



Canada
Province of British Columbia

Letters Patent

Elizabeth the Second, by the Grace of God, of the United Kingdom,
Canada and Her Other Realms and Territories, Queen, Head of the
Commonwealth, Defender of the Faith.

To all to whom these presents shall come – Greeting.

Minister of Community, Sport and Cultural Development

Whereas the Minister of Community, Sport and Cultural
Development recommends to the Lieutenant Governor in
Council the incorporation of a new mountain resort
municipality in the area shown outlined in black on the map,
Map Reference Number JUM-01-05, dated July 17, 2012,
attached as Schedule 1 to these Letters Patent;

Now know ye that We do by these presents proclaim and order as follows:

PART 1 – DEFINITIONS

Definitions

1 In these Letters Patent:

“Act” means the *Local Government Act*;

“municipality” means the municipality incorporated under section 2;

“regional district” means the Regional District of East Kootenay.

PART 2 – INCORPORATION OF MUNICIPALITY

Incorporation

- 2 The area referred to in section 3 is incorporated into a mountain resort municipality under the name “Jumbo Glacier Mountain Resort Municipality”.

Area and boundaries

- 3 The area of the municipality is that area consisting of 6131.37 hectares within the boundaries of the municipality, as shown outlined in black on the map, Map Reference Number JUM-01-05, dated July 17, 2012, attached as Schedule 1 to these Letters Patent.

Class

- 4 The class of municipality is a village.

PART 3 – ADVISORY BODIES

Resort advisory body

- 5 (1) The council of the municipality must establish a resort advisory body on or before June 18, 2013.
- (2) The council must consult with the resort advisory body on the following matters:
 - (a) except in relation to the first financial plan, proposed financial plan bylaws;
 - (b) proposed bylaws under section 8 (6) [*fundamental powers*] of the *Community Charter*.
- (3) The council may not dissolve the resort advisory body until the earlier of the following:
 - (a) the date of the first election in which members are elected to the council;
 - (b) the date that is 15 years after the date of incorporation of the municipality.

Environmental advisory body

- 6 (1) The council of the municipality must establish an environmental advisory body on or before June 18, 2013.
- (2) The council must consult with the environmental advisory body on proposed bylaws under Part 26 [*Planning and Land Use Management*] of the Act.
- (3) The council may not dissolve the environmental advisory body until the earlier of the following:
 - (a) the date of the first election in which members are elected to the council;
 - (b) the date that is 15 years after the date of incorporation of the municipality.

First nations advisory body

- 7 (1) The council of the municipality must establish a first nations advisory body on or before June 18, 2013.
- (2) The council must consult with the first nations advisory body on the following matters:
 - (a) proposed bylaws under section 8 (3) to (8) [*fundamental powers*] of the *Community Charter*;
 - (b) proposed bylaws under section 48 [*seizure and related powers*] of the *Community Charter*;
 - (c) proposed bylaws under Part 26 [*Planning and Land Use Management*] of the Act.
- (3) On or before April 18, 2013, the council
 - (a) must invite the Shuswap Indian Band and Ktunaxa Nation, and
 - (b) may invite other first nationsto nominate a representative to the first nations advisory body.
- (4) The council may not dissolve the first nations advisory body until the earlier of the following:

- (a) the date of the first election in which members are elected to the council;
- (b) the date that is 15 years after the date of incorporation of the municipality.

PART 4 – TRANSITIONAL PROVISIONS

Municipal council

- 8 (1) Section 118 (3) to (6) [*size of council*] of the *Community Charter* does not apply to the municipality.
- (2) The council of the municipality consists of 3 or 5 members appointed by the minister.
- (3) The minister may appoint 3 or 5 individuals to be members of the council, one of whom must be appointed as mayor.
- (4) If a member of the council resigns his or her office, the municipal corporate officer must promptly inform the minister of the resignation.

Elections

- 9 Sections 36 [*general local elections every 3 years*] and 37 [*by-elections*] of the Act and section 81 [*election proceedings*] of the *Community Charter* do not apply to the municipality.

First regular municipal council meeting

- 10 (1) The first regular meeting of the council of the municipality is to be held on February 19, 2013.
- (2) The interim municipal corporate officer is authorized to set the time and place for the first regular meeting of the council.
- (3) The council must adopt a procedure bylaw at the first regular meeting of the council.
- (4) Despite section 134.1 (2) (b) [*meetings and hearings outside municipality*] of the *Community Charter*, the first regular meeting of the council may be held, and all powers, duties and functions may be exercised in relation to that meeting, outside the boundaries of the municipality.

Financial plan

- 11 (1) The council of the municipality must adopt, by bylaw, a financial plan at the first regular meeting of the council of the municipality.
- (2) The interim municipal corporate officer must prepare a proposed financial plan for the first regular meeting of the council.
- (3) The planning period for the first financial plan begins on February 19, 2013 and ends on December 31, 2013.
- (4) Section 166 [*public process for development of financial plan*] of the *Community Charter* does not apply for the purposes of the financial plan adopted under this section.

Fiscal year

- 12 Despite section 164 [*fiscal year*] of the *Community Charter*, the first fiscal year of the municipality begins on February 19, 2013 and ends on December 31, 2013.

No long term or capital borrowing

- 13 The municipality must not incur any liability that would otherwise be permitted under the following sections of the *Community Charter*:
 - (a) section 175 [*liabilities under agreements*] in respect of any liability that requires approval of the electors;

(b) section 179 [*loan authorization bylaws for long term borrowing*].

Bows and arrows, knives, weapons and firearms

- 14 Despite any provision of the Act, the adoption, amendment or repeal of a bylaw under section 8 (3) (e) and (5) [*fundamental powers*] of the *Community Charter* must be approved in writing by the minister.

PART 5 – LAND USE AND PLANNING

Development costs recovery

- 15 Division 10 [*Development Costs Recovery*] of Part 26 [*Planning and Land Use Management*] of the Act applies to the municipality as if the municipality were in a resort region.

Official community plan

- 16 (1) In this section, “**Jumbo Glacier Master Development Agreement**” means the Jumbo Glacier Master Development Agreement between Glacier Resorts Ltd. and Her Majesty the Queen as represented by the Province of British Columbia approved under the *Land Act* on March 20, 2012 and includes any written amendments to that agreement.
- (2) The municipality must adopt, by bylaw, an official community plan on or before February 28, 2015.
- (3) The official community plan must not
- (a) supersede or impair the Jumbo Glacier Master Development Agreement, or
 - (b) relieve a person of an obligation imposed under the Jumbo Glacier Master Development Agreement.

Cost sharing for services under Part 26 of Act

- 17 (1) Despite section 804.1 (3) [*cost sharing for Part 26 services*] of the Act, in respect of the year 2013,
- (a) the municipality may opt out, at any time on or before April 30, 2013, of participation in services under Part 26 [*Planning and Land Use Management*] of the Act, and
 - (b) if the municipality decides to opt out under paragraph (a), the decision to opt out is effective on January 1, 2013.
- (2) Despite section 804.1 (6) of the Act, if the municipality gives notice under subsection (1) of this section after the board of the regional district has passed a resolution authorizing the preparation of an official community plan or a bylaw under Part 26 of the Act, the municipality is not required after the notice is given to continue as a participant in or share the costs of that preparation.
- (3) Section 804.1 (3) of the Act applies to the municipality on May 1, 2013 for subsequent years.

Permits and fees

- 18 Sections 919.1 (1) (g) [*designation of development permit areas*] and 920 (8) [*development permits*] of the Act apply to the municipality as if the municipality were in a resort region.

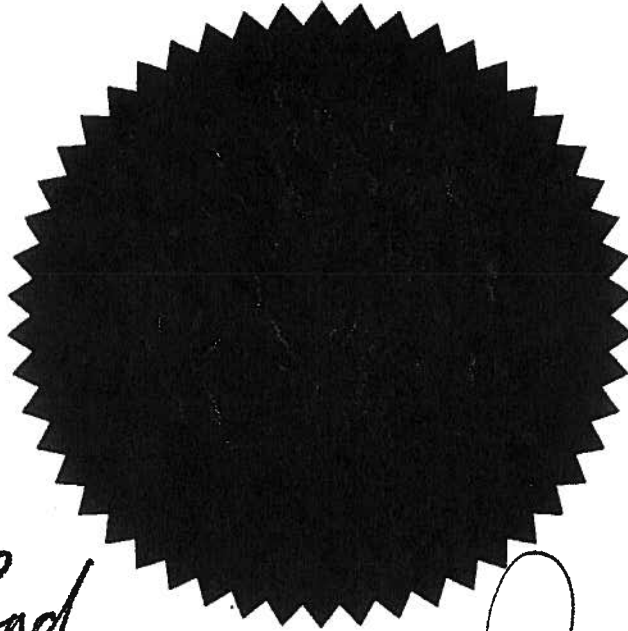
Commencement

- 19 (1) Subject to subsection (2), these Letters Patent come into force on February 19, 2013.
- (2) Sections 8, 10 (2) and 11 (2) come into force on the date these Letters Patent are issued.

In testimony whereof, We have caused these Our Letters to be made Patent and the Great Seal of Our Province of British Columbia to be hereunto affixed.

Witness, The Honourable Judith Guichon, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this 19 day of NOVEMBER, two thousand twelve and in the sixty-first year of Our Reign.

By Command.

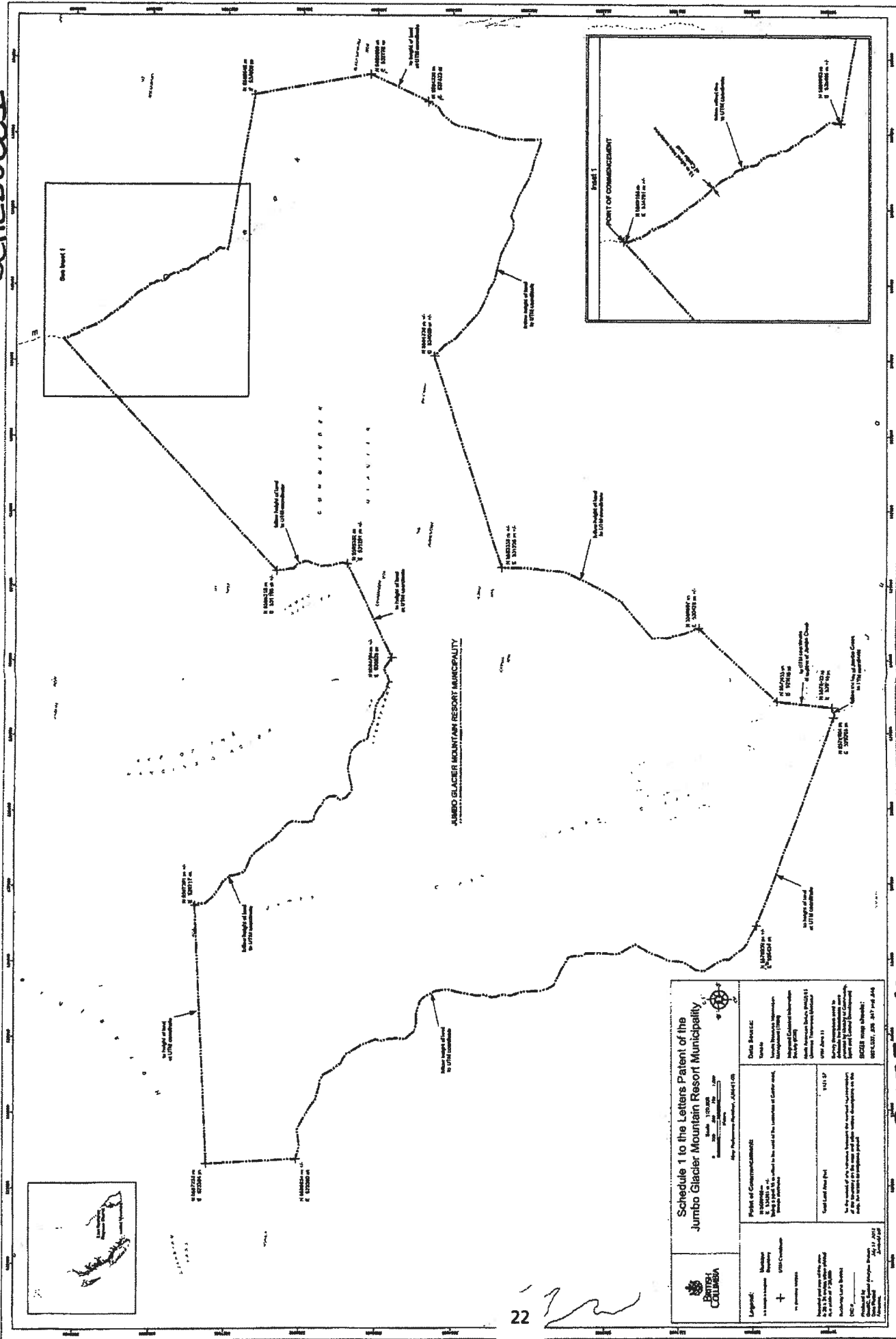


Shirley Bond

Attorney General
(Counter signature for the Great Seal)

Judith Guichon

Lieutenant Governor



Schedule 1 to the Letters Patent of the Jumbo Glacier Mountain Resort Municipality

Map Projections: **NAD 83**
 UTM Zone 18N
 Datum: **North American Datum of 1983**

Legend:	Point of Commencement: N 134°00' 00" W 100.000 m to UTM coordinates	Date Survey: 1998 Surveyed by: Regional Cadastral Information Service (RCIS) Geomatics Technology Centre 1100 West 14th Street Vancouver, BC V6H 1C6 604-273-8311
Scale: 1:10,000 1 cm = 100 m	Grid Line Area (m): 141.47	RCIS Logo: Regional Cadastral Information Service
Notes: This map was prepared for the purpose of the Letters Patent of the Municipality of Jumbo Glacier Mountain Resort. It is not intended to be used for any other purpose. The boundaries shown on this map are subject to change without notice. The boundaries shown on this map are subject to change without notice.	Scale: 1:10,000 1 cm = 100 m	Scale: 1:10,000 1 cm = 100 m



Canada
Province of British Columbia

Letters Patent

Elizabeth the Second, by the Grace of God, of the United Kingdom,
Canada and Her Other Realms and Territories, Queen, Head of the
Commonwealth, Defender of the Faith.

To all to whom these presents shall come – Greeting.

Minister of Community, Sport and Cultural Development

Whereas the Regional District of East Kootenay was
incorporated by Letters Patent issued on
November 30, 1965 (Order in Council 3344/1965), and

Whereas the area of the Jumbo Glacier Mountain Resort Municipality is incorporated by Letters Patent for the Jumbo
Glacier Mountain Resort Municipality issued concurrently with these Letters Patent;

Now know ye that We do by these presents proclaim and order as follows:

Definitions

1 In these Letters Patent:

“Act” means the *Local Government Act*;

“municipality” means the Jumbo Glacier Mountain Resort Municipality;

“regional district” means the Regional District of East Kootenay;

“transferred area” means the area included within the boundaries of the municipality, as shown outlined in
black on the map, Map Reference Number JUM-01-05, dated July 17, 2012, attached as Schedule 1 to the

Letters Patent issued for Jumbo Glacier Mountain Resort Municipality concurrently with these Letters Patent.

Transfer of regional district service jurisdiction

- 2 (1) The jurisdiction for the following services of the regional district that are provided in a service area, all or part of which service area is in the transferred area, is transferred to the municipality in respect of all or that part of the service area that is in the transferred area:
- (a) building and plumbing inspection;
 - (b) bylaw enforcement;
 - (c) cemeteries;
 - (d) dog control;
 - (e) house numbering;
 - (f) noise control;
 - (g) parks and trails;
 - (h) weed control;
 - (i) land use planning and zoning.
- (2) The effective date of the transfer of jurisdiction for the services set out in subsection (1) is February 19, 2013.

Transfer of regional district's rights, property and assets

- 3 The regional district's rights, property and assets that relate to a service transferred under section 2 and that are associated with all or part of the transferred area are transferred to and vest in the municipality.

Transfer of regional district's obligations

- 4 The regional district's obligations that relate to a service transferred under section 2 and that are associated with all or part of the transferred area are transferred to and assumed by the municipality.

Regional district resolution continued

- 5 A resolution of the regional district that relates to a service for which jurisdiction is transferred under section 2 and that is applicable to all or part of the transferred area continues in force as a resolution of the municipality applicable to the area of the municipality to which it applied as a resolution of the regional district until the resolution is amended or repealed by the council of the municipality.

Regional district reference deemed municipal reference

- 6 A reference to the regional district in any commercial paper, lease, licence, permit or other contract, instrument or document that is transferred under section 3 or 4 or that relates to rights, property, assets and obligations transferred under section 3 or 4 is deemed to be a reference to the municipality.

Number of votes

- 7 (1) Despite section 783 [*composition and voting rights*] of the Act and subject to section 8 of this order, the municipality is entitled to one vote on the board of the regional district.
- (2) If a Census of Canada is released in which it has been determined that the number of residents of the municipality is one or more, subsection (1) of this section ceases to apply and section 783 of the Act applies to the municipality on January 1 of the year following the release date of the Census of Canada.

Exercise of voting rights

- 8 (1) In this section:

“alternate director” means an alternate director within the meaning of section 786 [*alternate municipal directors*] of the Act;

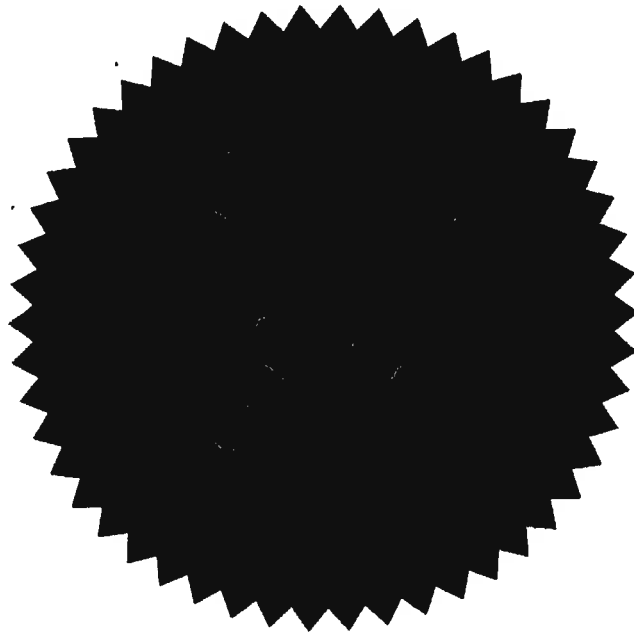
“revised assessment roll” has the same meaning as in the *Assessment Act*.

- (2) Despite section 791 [*voting on resolutions and bylaws*] of the Act, the municipal director or an alternate director may not exercise his or her right and obligation to vote at the board of the regional district until the earlier of the following dates:
 - (a) January 1, 2017;
 - (b) January 1 of the year following the year that the net taxable value of land and improvements of the municipality on the revised assessment roll as at April 30 for that year totals more than \$30 000 000.
- (3) Section 110 (1) (b) [*circumstances in which a person is disqualified from office on council*] of the *Community Charter* does not apply to the municipal director from February 19, 2013 until the earlier of the 2 dates referred to in subsection (2) of this section.

In testimony whereof, We have caused these Our Letters to be made Patent and the Great Seal of Our Province of British Columbia to be hereunto affixed.

Witness, The Honourable Judith Guichon, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this 19 day of NOVEMBER, two thousand twelve and in the sixty-first year of Our Reign.

By Command.



Shirley Bond

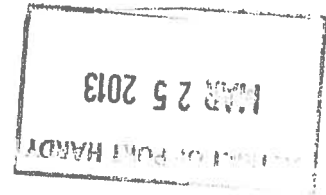
Attorney General
(Counter signature for the Great Seal)

Judith Guichon

Lieutenant Governor



Ottawa, Canada K1A 0E6



MAR 15 2013

Her Worship Mayor Bev Parnham
District of Port Hardy
P.O. Box 68
7360 Columbia Street
Port Hardy, British Columbia
V0N 2P0

Dear Mayor Parnham:

Thank you for your correspondence of August 17, 2012, regarding your support for consultation and request for meetings to be held in your community. I regret the delay in responding.

To support the policy development, Fisheries and Oceans Canada (DFO) will be engaging with stakeholders such as the Union of British Columbia Municipalities. Discussions will support ensuring comprehensive understanding of the *Fisheries Act* amendments and getting input on proposed policy components and direction, informing partners and stakeholders of implementation plan and timelines, and determining partnership opportunities for effective implementation.

I will be sure to consider your suggestion. In the meantime, if you have any additional questions or comments, I encourage you to contact Ms. Susan Farlinger, Regional Director General of DFO's Pacific Region, by telephone at 604-666-6098.

Thank you for taking the time to write.

Yours sincerely,

Keith Ashfield

Board of Education School District No. 85 Welcome

Trustee Electoral Areas Public Consultation

2 Key Questions

- What is the optimal number of Trustees on the School Board?
- How do we create equity of representation across our North Island Communities?

Should there be greater equity in Trustee representation?

Who Decides and What is the Process?

- Board recommendation after public consultation
- Minister of Education makes final decision
- Legislative changes take about a year
- Any change could be implemented for the next election – November 2014

Number of Trustees

- Boards can have 5, 7 or 9 trustees
- Currently there are 7 trustees
- Reduction of two trustees could save \$25,000/year but may reduce representation of communities.

Electoral Areas

Demographic Shifts

- Source: 2006 and 2011 Census.
- Trend is shifting of population to more urban areas.
- Aboriginal population growth

29

Census Data Analysis

Current Trustee Areas	2006 Population			2011 Population		
	%	7 seats	5 seats	%	7 seats	5 seats
PORT HARDY & TRI-BANDS	40.89%	2.9	2.0	43.19%	3.0	2.2
PORT MCNEILL & WOSS	29.19%	2.0	1.5	28.69%	2.0	1.4
ALERT BAY & NAMGIS	11.22%	0.8	0.6	9.73%	0.7	0.5
PORT ALICE	8.08%	0.6	0.4	8.53%	0.6	0.4
EASTERN ZONE	7.05%	0.5	0.4	7.00%	0.5	0.3
WESTERN ZONE	3.58%	0.3	0.2	2.85%	0.2	0.1
TOTAL	100.00%	7	5	100.00%	7	5



5

Census Data

Current Trustee Areas	2006	2011
PORT HARDY & TRI-BANDS (2)	4,764	4,970
PORT MCNEILL & WOSS	3,401	3,301
ALERT BAY & NAMGIS	1,307	1,120
PORT ALICE	941	982
EASTERN ZONE	821	805
WESTERN ZONE	417	328
TOTAL	11,651	11,506

7

Options to Consider

1. No Change (Status Quo)
2. Elections at Large (Top 5 or 7 vote recipients)
3. Elections for Two or Three Zones
4. Redraw Electoral Areas
5. Other Ideas

6

Possible New Electoral Areas

Option 1	7 seats	Seats by Pop.
PORT HARDY & TRI-BANDS	3	3,02364
PORT MCNEILL & WOSS	2	2,008257
EASTERN ZONE, ALERT BAY & NAMGIS	1	1,278811
WESTERN ZONE & PORT ALICE	1	0,689293
Total	7	7

30

Possible New Electoral Areas

Option 2	7 seats	Seats by Pop.
PORT HARDY	2	2,43838
PORT MCNEILL & WOSS	2	2,008257
EASTERN ZONE & ALERT BAY	1	0,952112
WESTERN ZONE & PORT ALICE	1	0,689293
TRI-BANDS & NAMGIS	1	0,911959
Total	7	7

9

Possible New Electoral Areas

Option 3	5 seats	Seats by Pop.
PORT HARDY	2	1,741700
PORT MCNEILL	1	1,088562
ALERT BAY & RDMW A/D & NAMGIS	1	1,259343
PORT ALICE & RDMW B/C & TRI-BANDS	1	0,910395
Total	5	5

11

What to Expect Next

- Communities and members of the public are encouraged to provide input to the Board by...
- Discussions and decisions regarding changing Trustee Electoral Areas will take place in public.

10

Notes of Table Discussions at Community Meetings

January 16, 2013 – Port Alice

Approx. 20 attendees including Mayor

Table 1

Port Alice and Western Zone is best for Port Alice
Some potential for growth
In future, younger families will bring more children
Offshore workers with families (International Students)
Prefer 7 member Board to 5 member Board

Table 2

Keep school – importance of school to community
Like small classes
Like having trustee in Port Alice
Like having 7 trustees
If necessary, Port Alice and Western Zone, but Western Zone students attend PHSS and not NISS
Don't separate FN communities (option 2)
Need a breakdown of numbers in each zone

Table 3

7 trustees preferred
Western Zone and Port Alice
Option 2 supported by one person
Ferry issues with Eastern Zone and Alert Bay
Cultural differences between Malcolm and Cormorant Islands
Port McNeill candidates would be elected if at large in South Zone
4 trustees invested in NISS
One idea: add Western Zone to Port Hardy (North Zone at large) 3 seats, 4 in South Zone (South Zone would be at large or another option)
Port McNeill should have two seats, but status quo for rest

Notes of Table Discussions at Community Meetings

January 23, 2013 – Port Hardy

Approx. 20 attendees including 2 members of council and FN representatives

Table 1

7 trustees preferred

Option 1 makes sense geographically

Option 2 creates a too wide geographic area – also AB and Namgis have worked well together in partnership for many years.

Option 3 – no appetite for this

If N. Zone reduced from 3 to 2 trustees and S. Zone increased from 4 to 5 (2 PM, 1 AB, 1 PA, 1 S), N. Zone would be under-represented

Table 2

Keep 7 trustees

Most liked option 1

One idea: Have 2 trustees for PH and 1 for Tri-bands, 4 trustees in S. Zone

Table 3

Most preferred 5 trustees

If 5 trustees, elections at large

If 7, redistribute

Concern about FN trustee and what is the best way for FN to have voice

No easy way to represent or combine outlying areas

Notes of Table Discussions at Community Meetings

January 30, 2013 – Port McNeill

Approx. 20 attendees including Mayor and three members of council, DPAC chair

Table 1

Going from 7-to 5 member board:

Difficult to get a quorum always

Reducing the number reduces chances for a parent to run as trustee

Number of committees for each trustee would be great

Concern about fair representation

Need to have a more frequent look at representation

Entire table supported having 7 trustees

Pro and con comments regarding a separate FN trustee

Getting one rep from the different Bands will be difficult

There have been many FN trustees in the past in current system

Option 1 makes good sense as groups are best suited to work together

Option 1 is the least disruptive and easiest to implement

Perhaps one trustee at large can look after some FN

Need to review representation regularly to keep it fair

Table 2

Most want to keep at 7 trustees

Can voting weight be changed?

Option 2 issue – Namgis not connected to tri-bands

Ways to split 7 trustees:

Sointula and Alert Bay may be difficult

Need to avoid not representing outlying areas

Port McNeill needs more representation

One idea: if reducing size of Board to 5, have 2 trustees in North Zone and 3 in South Zone

Need to look at Census every 10 years to prevent unfairness

In redrawing boundaries, Regional District boundaries may not make sense for school trustee representation

Notes of Table Discussions at Community Meetings

February 6, 2013 – Sointula

Approx. 30 attendees including 4 previous trustees

Table 1

5 or 7 trustees - 7 is unanimous
Couldn't imagine duties done with 5
Hard to get quorum with only 5 trustees
Good representation worth \$25,000
Regional Model, not zonal
Discussion re: rep by pop
Discussion: distance of travel by students
Geographic representation (recognition that having 7 trustees addresses this)
As having geographic representation is very important
Zonal not preferred
Recognition of travel and Sointula high school students
Unique needs of Island communities
Connection with Alert Bay
Zone could be block elected by urban zones

Table 2

7 trustees is unanimous
Diversity of issues
Population of Eastern Zone is large enough to not warrant be lumped into an area with Alert Bay
All options offered are not acceptable except possibly adding Tri-bands to Western Zone
Possible idea: Have 3 or 4 zones

Table 3

Number of trustees – consensus on 7
At large: not acceptable
Namgis and Tri-Bands seat: not acceptable
3 Options provided: not acceptable
Status quo: yes
Possible idea: reduce to 2 trustees in N. Zone, add a trustee to S Zone (2 in PM, 1 in PA, 1 in Sointula, 1 in Alert Bay) - Option X – as Port Hardy already has the board office staff

Notes of Table Discussions at Community Meetings

February 27, 2013 – Alert Bay

Approx. 16 attendees

5 or 7 trustees - 7 is consensus

Is 9 trustees an option?

Recognition of uniqueness of Cormorant Island

Prefer to keep trustee to represent the Island

School is vital to community

Pearl Hunt spoke to shared decision making between the Board and First Nations

Regional District of Mount Waddington



PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0
Telephone (250) 956-3161 Fax (250) 956-3232
Web-site: www.rdmw.bc.ca Email: info@rdmw.bc.ca

INCORPORATED JUNE 13, 1966

MUNICIPALITIES: ALERT BAY, PORT ALICE, PORT HARDY, PORT MCNEILL
ELECTORAL AREAS: "A" (SOINTULA); "B" (HOLBERG, WINTER HARBOUR); "C" (QUATSINO, COAL HARBOUR, HYDE CREEK); "D" (WOSS, TELEGRAPH COVE)

Board of Education
SD #85, Vancouver Island North
Port Hardy, BC
V0N 3P0

Dear Board Members,

Re: Redistribution of Electoral Areas for SD # 85

First, I would like to commend the Board of Education for taking on the hard task of realigning Electoral Areas for School District #85.

Below, please find my submission for the reorganization of the trustee electoral areas. As you can see I have suggested a zonal division. As a rural director for Area A of the Regional District of Mt Waddington, I am well aware of the unique character of Sointula and the difficulties of representing an area as dispersed and varied as the Mainland and Malcolm Island.

It is a quite glaring change that in all three of your electoral area possibilities, the Eastern Zone losses single trustee representation even though the population does not warrant it. Adding a whole other area to the Eastern Zone would make the area huge and hard to cover for one trustee.

I believe that a zonal Trustee approach would promote a "regional" viewpoint for trustees and the Board of Education and play down the urban-rural divide that sometimes occurs on the North Island. Even if there were no trustee elected from any particular community, it would be the responsibility of all the zone trustees to represent all communities in that zone

I thank you for the opportunity to discuss and have input into the process and I wish you the best in this difficult decision.

Sincerely,

Heidi Soltau
Area A Rural Director
Regional District of Mt Waddington

157	<i>Other Malcolm I.</i>
30	<i>Cormorant I</i>
37	<i>Other Area A</i>
932	<i>Namgis FN</i>
181	<i>Whe-la-la-U FN*</i>
91	<i>Kingcome (Quaee, Tsaw...) FN</i>
48	<i>Gilford Vil. FN</i>
<hr/>	
96	Area B
51	<i>Holberg</i>
20	<i>Winter Harbour</i>
15	<i>Hope I (FN)</i>
<hr/>	
1718	Area C
524	<i>Hyde Creek</i>
180	<i>Coal Harbour</i>
47	<i>Quatsino</i>
5	<i>Other</i>
214	<i>Quatsino FN</i>
257	<i>Fort Rupert FN</i>
	<i>Tsulquate FN</i>
491	<i>(GN)</i>
<hr/>	
272	Area D
235	<i>Woss</i>
30	<i>Springhill Road</i>
7	<i>Other</i>
<hr/>	

Total EA Population= 4138

Total EA Non First Nations Population:= 1909

Note that Area A populations were adjusted due to Census miscounting on Cormorant Island.



**DISTRICT OF PORT HARDY
ECONOMIC DEVELOPMENT COMMITTEE**

MINUTES OF THE MEETING HELD MARCH 25, 2013

Call to Order: Mayor Bev Parnham

Time: 3:31 p.m.

Present: Mayor Parnham, Councillor Tidbury, Councillor Dorward, Councillor Hemphill,
R. Davidge, P. Smedley

Absent: Councillor Huddlestan
Councillor Marcotte
Councillor Shaw

Minutes

1. Acceptance of the Minutes for the meeting held on January 22, 2013.

THAT the minutes for the meeting held January 22, 2013 be adopted as presented.

Tidbury / Dorward

Old Business

2. *Bear Cove Logistics Update*

P. Smedley provided an update on the Bear Cove Recreation Site project, indicating that the project is progressing according to the work plan. The footings for the gangway are being poured, the boat washing station is under construction, and the water line construction has been scheduled. The electrical is still in the planning stages with BC Hydro. Committee members also discussed the budget ramifications for the District's and funder's portions of the project. The boat ramp will be constructed as "pour in place." The RFP is behind schedule, but will be forthcoming. Several of the components, such as the attenuator and gangway, were purchased under budget. She provided photographs of the new pavilion, as well as a photograph demonstrating the effectiveness of the new attenuators with N/NW wind. Construction is still on track for completion by June 2013.

3. *Commuter Trails*

P. Smedley reported that the commuter trails will have paving and surface work completed in April, if all goes as planned. The work in Stink Creek Park on the bridge is complete and people were waiting to be the first to cross the bridge when it "opened." The sidewalk to Eagleview Elementary is completed and the only major construction left on the Recreation grant will be the commuter trails and the second bridge. Operational Services has been moving this project forward in a timely manner.

4. *Cenotaph*

P. Smedley provided an updated on the proposed Cenotaph. She and Jeff Long met with 101 Squadron representatives, Russ Helberg and Bob Hemphill, to discuss information needed to submit a grant by April 5. It was agreed that due to delays in getting some of the quotes, that the Committee would work toward having a grant ready for the July 5 deadline.

5. *Civic Centre Equipment*

Councillor Tidbury stated that he has kept an "arms length" from the planning around a grant submission for new equipment for the Civic Centre. Malcolm Fleeton and the Concert Society are currently working on putting together this submission. P. Smedley added that she had met with Malcolm around tips for submitting the proposal and that Mr. Fleeton was confident that his group could complete the work on the grant.

6. *Update on Real Estate Convention*

P. Smedley provided an overview of her attendance at the recent Real Estate Convention in Vancouver. She provided photos of the new trade booth and her appearance on the Chinese Real Estate show. She discussed the emerging Asian markets for real estate, as well as the young middle class Asian's interest in exploring possible residential communities outside the Greater Vancouver area. She also discussed the interest by the producer of the Real Estate show in coming to Port Hardy this summer to film a travel program for broadcast in Vancouver and Hong Kong. Finally, she discussed that lack of appropriate handouts for this newly identified sector and passed out a sample of a community profile currently being utilized by the City of Vernon as an example of a possible follow-up tool. The Committee agreed that the sample would work well for this market, as well as for physician recruitment purposes.

7. *Seagate Property Update*

P. Smedley provided an update from Karin Moeller on the possible sale of the Seagate property. Karin says that the tentative date for the Annex portion of the property to go to court is around April 10. There was no response from the receiver to the potential buyer's offer on the remaining properties. That offer has expired and the potential buyer will now wait and see what happens in the court process on the first property before making any additional offers on the remaining property.

New Business

8. *Hard Ball Diamond*

Mayor Parnham stated that Operational Services Manager Trevor Kushner is working with Curtis Martin to gauge the costs and public interest in creating a hard ball diamond at the Park Drive ball field. The next step will be for Trevor and Curtis to meet with potential ball players to discuss this possibility.

9. *Airport Lands / Transport Canada*

Mayor Parnham reported on meeting with Ministry of Jobs, Innovation and Tourism representatives Lori Henderson and Carrie Dusterhoft who have offered to help connect the District with Transport Canada representatives who could assist in providing direction on development of the airport lands.

Recommendations / Action Items

- P. Smedley to pursue the development of a Community Profile to support attraction / retention and physician recruitment strategies.
- P. Smedley to talk with Neil Smith about the possibility of pursuing ICET funding for a regional study around use of the airport lands.

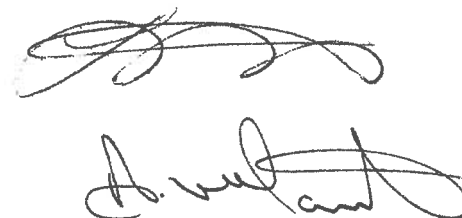
Adjournment

Time: 4:47 p.m.

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002029	07/03/2013	00047	B.C. HYDRO	25,516.32	
002030	07/03/2013	02468	Canwest Propane	72.53	
002031	07/03/2013	01982	DIGITAL POSTAGE ON CALL	1,120.00	
002032	07/03/2013	02553	Field, Shane	300.00	
002033	07/03/2013	00099	FOX'S DISPOSAL SERVICES	24,609.15	
002034	07/03/2013	00058	GUILLEVIN INTERNATIONAL	386.40	
002035	07/03/2013	00198	GWA'SALA-'NAKWAXDA'XW FI	542.50	
002036	07/03/2013	00065	K & K ELECTRIC LTD.	2,755.95	
002037	07/03/2013	02642	Long, Jeff	525.52	
002038	07/03/2013	00069	MACANDALE'S	252.57	
002039	07/03/2013	02007	MARSHALL WELDING AND FAB	112.00	
002040	07/03/2013	01777	MCCARRICK,ALLISON	35.00	
002041	07/03/2013	00014	MINISTER OF FINANCE	2,094.50	
002042	07/03/2013	00304	MONK OFFICE	103.32	
002043	07/03/2013	01014	NICKERSON, SCHELL	35.00	
002044	07/03/2013	00027	NORTH ISLAND VETERINARY	313.19	
002045	07/03/2013	02071	PACIFICUS BIOLOGICAL SER	11,195.52	
002046	07/03/2013	00175	PARNHAM, BEV	53.53	
002047	07/03/2013	01924	POLACEK, LUKAS Z.	175.00	
002048	07/03/2013	00710	Receiver General for Can	1,185.00	
002049	07/03/2013	00272	ROLLINS MACHINERY LIMITE	216.04	
002050	07/03/2013	02107	SMEDLEY, PATTI	52.02	
002051	07/03/2013	00113	STRYKER ELECTRONICS LTD.	727.04	
002052	07/03/2013	02234	Sutherland Armbrust	252.50	
002053	07/03/2013	00160	TELUS	2,940.64	
002054	07/03/2013	00011	Tidbury, John	82.82	
002055	07/03/2013	01627	WOLDEN, GORDON	70.55	
002056	07/03/2013	00164	Xerox Canada Ltd.	2,378.02	
002057	13/03/2013	00044	ACKLANDS - GRAINGER INC.	275.59	
002058	13/03/2013	00829	ANA'S HARDY CLEAN	2,262.40	
002059	13/03/2013	01836	ARIES SECURITY LTD.	3,690.34	
002060	13/03/2013	02468	Canwest Propane	3,374.50	
002061	13/03/2013	02221	CERTIFIED ENSEMBLE SERVI	812.00	
002062	13/03/2013	00281	CHEVRON CANADA LTD.	1,834.65	
002063	13/03/2013	02701	Community Solutions Inc.	8,154.72	
002064	13/03/2013	01433	COMOX PACIFIC EXPRESS LT	176.94	
002065	13/03/2013	02685	Comox Valley Fire Chief	100.00	
002066	13/03/2013	02188	D.T. BLASTING LTD.	3,192.00	
002067	13/03/2013	00054	DAVE LANDON MOTORS LTD.	119.80	
002068	13/03/2013	00218	DB PERKS AND ASSOCIATES	500.23	
002069	13/03/2013	01476	DOR-TEC SECURITY LTD.	122.90	
002070	13/03/2013	00099	FOX'S DISPOSAL SERVICES	4,316.46	
002071	13/03/2013	00052	HARDY BUILDERS' SUPPLY	327.38	
002072	13/03/2013	01396	HARDY LOCK AND KEY	56.00	
002073	13/03/2013	00063	HOME HARDWARE BUILDING C	26.30	
002074	13/03/2013	00065	K & K ELECTRIC LTD.	140.00	
002075	13/03/2013	00253	Keta Cable	145.87	
002076	13/03/2013	02600	Kushner, Trevor	104.54	
002077	13/03/2013	00271	LIFESAVING SOCIETY	151.20	
002078	13/03/2013	00069	MACANDALE'S	30.07	
002079	13/03/2013	02489	Marcotte, Rick	94.94	
002080	13/03/2013	00033	NAPA AUTO PARTS/PORT HAR	328.57	
002081	13/03/2013	01645	NORTH ISLAND COMMUNICATI	337.57	
002082	13/03/2013	00122	Northcall Communications	107.52	
002083	13/03/2013	01021	NORTHERN ROPES & INDUSTR	311.17	
002084	13/03/2013	02071	PACIFICUS BIOLOGICAL SER	7,901.32	
002085	13/03/2013	00406	PORT HARDY FIREFIGHTERS	500.00	
002086	13/03/2013	00080	PURULATOR INC.	461.25	
002087	13/03/2013	00107	RECEIVER GENERAL FOR CAN	21,295.91	
002088	13/03/2013	01523	RECEIVER GENERAL FOR CAN	397.64	
002089	13/03/2013	02100	ROCKY MOUNTAIN PHOENIX	1,443.68	
002090	13/03/2013	00011	Tidbury, John	41.41	
002091	13/03/2013	00485	TRAN SIGN (1999) LTD.	494.26	
002092	13/03/2013	01884	Tru Hardware	44.76	
002093	13/03/2013	00164	Xerox Canada Ltd.	4.64	
002094	21/03/2013	01876	Aqua Can Floatation Ltd	2,515.77	
002095	21/03/2013	00073	BLACK PRESS GROUP LTD.	176.12	
002096	21/03/2013	00302	BUILDING OFFICIALS' ASSO	414.40	
002097	21/03/2013	01805	BUSY B'S DISTRIBUTING	95.66	
002098	21/03/2013	02468	Canwest Propane	36.23	
002099	21/03/2013	02703	Dye & Durham Corporation	28.95	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002100	21/03/2013	01637	EPCOR UTILITIES INC.	144,026.31	
002101	21/03/2013	00099	FOX'S DISPOSAL SERVICES	418.93	
002102	21/03/2013	02600	Kushner, Trevor	61.11	
002103	21/03/2013	00147	LGMA	476.00	
002104	21/03/2013	02212	NICHOLSON, LISA	49.00	
002105	21/03/2013	00526	OPERATING ENGINEERS' BEN	275.75	
002106	21/03/2013	02705	Peers, Jessica	160.00	
002107	21/03/2013	00080	PUROLATOR INC.	118.87	
002108	21/03/2013	00193	RECREATION FACILITIES AS	856.80	
002109	21/03/2013	02107	SMEDLEY, PATTI	167.92	
002110	21/03/2013	00166	SUPERIOR PROPANE	323.68	
002111	21/03/2013	00161	TELUS MOBILITY (BC)	753.19	
002112	28/03/2013	01988	BRITISH COLUMBIA LIFE AN	942.32	
002113	28/03/2013	00018	CANADIAN RED CROSS SOCIE	61.60	
002114	28/03/2013	00281	CHEVRON CANADA LTD.	3,844.25	
002115	28/03/2013	00539	CUPE LOCAL 2045	615.62	
002116	28/03/2013	02140	DOUG LLOYD CONTRACTING	82.88	
002117	28/03/2013	00099	FOX'S DISPOSAL SERVICES	209.46	
002118	28/03/2013	00052	HARDY BUILDERS' SUPPLY	236.55	
002119	28/03/2013	01396	HARDY LOCK AND KEY	207.20	
002120	28/03/2013	00194	INT'L UNION OPERATING EN	508.93	
002121	28/03/2013	01875	ISLAND ADVANTAGE DISTRIB	365.57	
002122	28/03/2013	00273	JM'S MOBILE WELDING INC	753.76	
002123	28/03/2013	00065	K & K ELECTRIC LTD.	1,341.09	
002124	28/03/2013	00014	MINISTER OF FINANCE	2,094.50	
002125	28/03/2013	00304	MONK OFFICE	108.27	
002126	28/03/2013	01419	MURDY & MCALLISTER	1,760.38	
002127	28/03/2013	00013	PACIFIC BLUE CROSS	4,484.84	
002128	28/03/2013	02714	Port Hardy Hospital Auxi	100.00	
002129	28/03/2013	00107	RECEIVER GENERAL FOR CAN	16,581.99	
002130	28/03/2013	01523	RECEIVER GENERAL FOR CAN	180.95	
002131	28/03/2013	00187	REGIONAL DISTRICT OF MT	2,091.98	
002132	28/03/2013	02546	SCP Distributors Inc	3,370.79	
002133	28/03/2013	02234	Sutherland Armbrust	325.00	
002134	28/03/2013	00088	Swiftsure Petroleum Dist	43.45	
002135	28/03/2013	00089	THE HOBBY NOOK	224.00	
002136	28/03/2013	00855	Vancouver Island Health	575.00	
Total:				333,846.23	

*** End of Report ***



Two handwritten signatures are present. The top signature is a stylized, cursive signature that appears to be 'D. Sutherland'. The bottom signature is another cursive signature, possibly 'A. Sutherland', written in a similar style.



DISTRICT OF PORT HARDY

BYLAW NO. 1008-2013

A Bylaw to Amend Building Bylaw No. 11-2005 to Implement Changes Introduced by the 2012 British Columbia Building Code

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 11-2005;

NOW THEREFORE, the Council of the District of Port Hardy in open meeting assembled enacts as follows:

PART 1 CITATION

1.1 This Bylaw shall be cited as "District of Port Hardy Building Bylaw Amendment Bylaw No. 1008-2013".

PART 2 AMENDMENTS

2.1 Building Bylaw No. 11-2005 is hereby amended as follows:

a) Section "2. Definitions" is hereby amended by:

i) Deleting the portion of the sentence which reads "*The following words and terms have the meanings set out in Section 1.1.3.2 of the British Columbia Building Code 1998:*" and replacing it with "*The following words and terms have the same meanings set out in Section 1.4.1.2. of the British Columbia Building Code 2012, as amended or re-enacted from time to time:*"

ii) Deleting the definition "*Building Code*" and replacing it with the following new definition:

"Building Code means the British Columbia Building Code 2012 as adopted by Ministerial Order No. M188 on September 7, 2012, as amended or re-enacted from time to time."

iii) Deleting the definition "*Building Official*" and replacing it with the following new definition:

"Building Official means the Municipal Inspector or any other employee or contractor so designated by the District."

iv) Deleting the definition "*District*" and replacing it with the following new definition:

"District means the Corporation of the District of Port Hardy."

b) Section "9. Applications for Complex Buildings" is hereby amended by:

i) Deleting subsection 9.(a)viii) in its entirety and replacing it with the following new subsection 9.(a)viii):

“Include letters of assurance as required by and in accordance with section 2.2.7. of Division C – Part 2 of the Building Code.”

- ii) Deleting subsection 9.(a)ix) in its entirety and renumbering subsection 9.(a)x) to subsection 9.(a)ix).

- c) Section “10. Applications for Standard Buildings” is hereby amended by:

- i) Deleting subsection 10(c)v) in its entirety and replacing it with the following new subsection 10(c)v):

“Letters of assurance as required by and in accordance with section 2.2.7. of Division C – Part 2 of the Building Code.”

- d) Section “11. Professional Plan Certification” is hereby amended by:

- i) Deleting subsection 11(a) in its entirety and replacing it with the following new subsection 11(a):

“The letters of assurance required by this Bylaw in accordance with section 2.2.7. of Division C – Part 2 of the Building Code, are relied upon by the District and its Building Officials as certification that the design and plans to which the letters of assurance relate comply with the Building Code and other applicable enactments relating to safety.”

- e) Section “17. Professional Design and Field Review” is hereby amended by:

- i) Deleting subsection 17(a) in its entirety and replacing it with the following new subsection 17(a):

“When a Building Official considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require a registered professional provide design and plan certification and field review by means of letters of assurance in the form provided for in accordance with section 2.2.7. of Division C – Part 2 of the Building Code.”

- ii) Deleting subsection 17(b) in its entirety and replacing it with the following new subsection 17(b):

“Prior to the issuance of an occupancy permit for a complex building, or standard building in circumstances where letters of assurance have been required in accordance with sections 10(c)v) or 17(a) of this Bylaw, the District shall be provided with the applicable letters of assurance in accordance with section 2.2.7.2.2) of Division C – Part 2 of the Building Code.”

- f) Section “22. Fixtures” is hereby amended by:

- i) Deleting subsections 22.(a), (b) and (c) in their entirety and replacing them with the following new subsections 22.(a), (b) and (c):

“(a) All toilets shall be of a design that uses no more than six(6) litres of water per flush, without the aid of any add-on or retrofit devices.

“(b) All shower heads shall be of a design that limits the flow rate to nine and one half (9.5) litres per minute or less.

“(c) All sink faucets installed in any residential use building in the District shall be of a design that limits the flow rate to eight point three (8.3) litres per minute or less.”

- g) Section “23. Climatic Data” is hereby amended by deleting it in its entirety and replacing it with the following new section “23. Climatic Data”:

“23. Climatic Data

Climatic data for the design of buildings in the District shall be:

Design Temperature:

<i>January 2.5% Temperature.....</i>	<i>-5° C</i>
<i>January 1% Temperature.....</i>	<i>-7° C</i>
<i>July 2.5% Drybulb Temperature.....</i>	<i>20° C</i>
<i>July 2.5% Wetbulb Temperature.....</i>	<i>16° C</i>

Precipitation:

<i>One Day Rainfall.....</i>	<i>150 mm</i>
<i>15 Minute Rainfall.....</i>	<i>13 mm</i>
<i>Ground Snow Load, Snow Component.....</i>	<i>0.9 kPa</i>
<i>Ground Snow Load, Rain Component.....</i>	<i>0.4 kPa</i>

Hourly Wind Pressures:

<i>Probability 1/10.....</i>	<i>0.40 kPa</i>
<i>Probability 1/30.....</i>	<i>0.52 kPa</i>

Seismic Data:

<i>Sa(0.2).....</i>	<i>0.43</i>
<i>Sa(0.5).....</i>	<i>0.31</i>
<i>Sa(1.0).....</i>	<i>0.17</i>
<i>Sa(2.0).....</i>	<i>0.10</i>
<i>PGA.....</i>	<i>0.20”</i>

- h) Schedule “A” is deleted in its entirety.
- i) Section “13. Damage Deposits” is hereby amended by deleting it in its entirety and replacing it with the following new section 13. Damage Deposits”:

“13.1 Where during the course of construction for which a permit is issued there will be excavation, heavy equipment crossing an adjacent highway or sidewalk, or transporting materials from or to the site across a curb or ditch, a deposit shall be submitted to the District to pay for the costs of repairing any damage that



DISTRICT OF PORT HARDY
BYLAW NO. 1009-2013

A Bylaw to Amend District of Port Hardy 2013 User Rates and Fees Bylaw No. 18-2012 to Incorporate Damage Deposits from District of Port Hardy Building Bylaw No. 11-2005

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 18-2012;

NOW THEREFORE, the Council of the District of Port Hardy in open meeting assembled enacts as follows:

PART 1 CITATION

1.1 This Bylaw shall be cited as the "District of Port Hardy 2013 User Rates and Fees Bylaw Amendment Bylaw No. 1009-2013".

PART 2 AMENDMENTS

2.1 District of Port Hardy 2013 User Rates and Fees Bylaw No. 18-2012 is hereby amended by deleting "SCHEDULE J – BUILDING PERMIT & TEMPORARY BUILDING PERMIT RATES" thereto and replacing it with a new "SCHEDULE J – BUILDING BYLAW FEES AND DEPOSITS" attached hereto as Schedule 'A'.

PART 3 SEVERABILITY

3.1 If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

Read a first time the 12th day of March, 2013.

Read a second time the 12th day of March, 2013.

Read a third time the 12th day of March, 2013.

Adopted on the day of , 2013.

Director of Corporate &
Development Services

Mayor

**SCHEDULE 'A'
 TO
 DISTRICT OF PORT HARDY 2013 USER RATES AND FEES BYLAW
 AMENDMENT BYLAW NO. 1009-2013**

SCHEDULE J - BUILDING BYLAW FEES AND DEPOSITS

1. Building Fees	
a) Value of construction up to \$1,000.00	\$ 75.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$ 8.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$ 5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$ 4.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$ 50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$ 50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish or remove a building	\$ 100.00
h) The fee for a permit to authorize the moving of a building to a new site	50% fee for new construction
i) Solid fuel burning appliance, maximum 2 inspections	\$ 100.00
(1) Review of installation plans	\$ 50.00
j) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$ 100.00 single wide \$ 150.00 double wide
k) The fee for inspection of a Bed & Breakfast operation	\$ 75.00
l) The fee for inspection following request of property owner to close a secondary suite	\$ 75.00
m) The fee for inspection of a Daycare operation	\$ 75.00
2. Plumbing Permits	
a) The charge for permits under this bylaw for plumbing fixtures shall be calculated as follows:	
i) minimum fee for any plumbing permit	\$ 75.00 if no building permit
ii) fee for installation of fixtures:	
a) first fixture	\$ 10.00
b) each additional fixture, per fixture	\$ 6.00
3. Refund of Fees	
a) An applicant for a Building, Building Moving, Demolition, Plumbing or Sign permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) Where construction or work has begun or an inspection has been made.	No refund
iii) No refund shall be made for less than	\$ 100.00

4. Re-inspection Charge	
a) A re-inspection fee where more than two inspections are necessary	\$ 75.00
5. Application or Permit Transfer Fee	
a) A transfer fee of	\$ 50.00
i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee.	
ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date.	
iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained.	
6. Permit Extension Fee	
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$ 50.00
7. Letter Advising of Status of Property and Improvements	\$ 50.00 per hour
8. Building File Review	\$ 50.00 per hour
9. Fire Protection Equipment - Resubmission of plans	\$ 100.00 each submission
10. Damage Deposits	
a) Demolition Permit	
i) Residential demolition	\$1,000.00
ii) Commercial/industrial demolition	\$4,000.00
b) Building or Moving Permit	Construction
	<u>Value (\$)</u> <u>Deposit(\$)</u>
	0 – 30,000 200.00
	30,0001 – 80,000 500.00
	80,001 – 200,000 700.00
	200,001 – 2,000,000 2,000.00
	2,000,001 and over 4,000.00
c) Refund of Damage Deposit – Where a damage deposit has been paid to the District with respect to a Building, Demolition or Moving Permit, the balance of said deposit shall be refunded after:	
i) An occupancy permit has been issued by the District with respect to the works that the Building or Moving Permit was issued; and,	
ii) The District has inspected adjacent highways, public utilities and District property which are found to be in a satisfactory condition.	



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Allison McCarrick, DFS
SUBJECT: 2013-2017 Financial Plan Bylaw 1011-2013
2013-2017 Financial Plan Presentation
DATE: March 19, 2013

**2013-2017 Financial Plan Bylaw
2013-2017 Financial Plan Bylaw and presentation**

Attached is the District of Port Hardy 2013-2017 Financial Plan Bylaw 1011-2013 and the Financial Plan 2013-2017 public presentation for your review.

Upon your review and approval of this recommendation I will make this presentation to the public and council at the March 26, 2013 council meeting.

Following the presentation of the Financial Plan the 2013-2017 Financial Plan Bylaw 1011-2013 may be considered for 3 readings.

If there is public input after the presentation that Council would like to consider, the reading(s) of the bylaw may be deferred to a future date.

Recommendation:

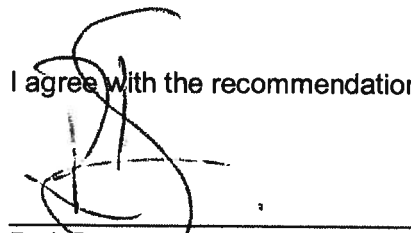
The Financial Plan 2013-2017 presentation be scheduled for the March 26, 2013 council meeting.

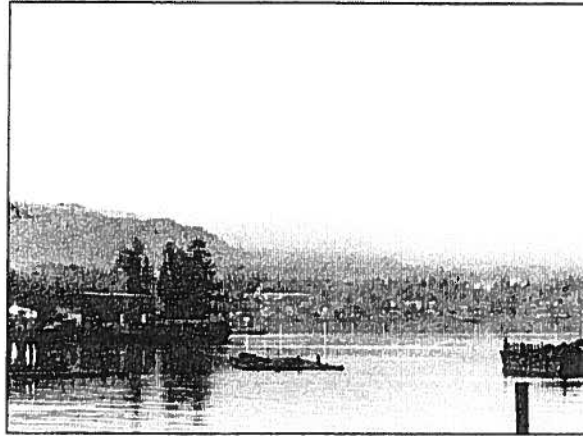
If there is no further information to be considered by Council that the Financial Plan Bylaw 2011-2013 be given 3 readings.

Respectfully submitted,

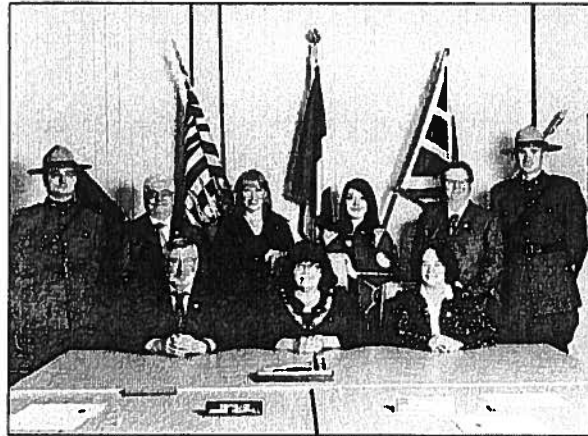

Allison McCarrick, DFS

I agree with the recommendation,


Rick Davidge, CAO



**District of Port Hardy
2013 Financial Plan Presentation**



District of Port Hardy Mayor and Council
The Community Charter requires all municipalities to adopt a 5 year financial plan on an annual basis.

2013 Focus

- Reinvest in infrastructure and improve service levels
- Fund capital projects with minimal debt
- Continued effort to lower the business tax ratio
- Create sustainable town beautification projects
- Promote tourism and develop investment opportunities
- Upgrade and maintain recreational facilities and trails



Impact

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">• Residential for 2013• Municipal tax increase \$ 13.79 per \$ 100,000.00 worth of assessment• Average single family dwelling assessment \$ 197,600.00 – municipal tax increase will be \$ 27.25• Utility increase \$ 21.92 annually | <ul style="list-style-type: none">• Business for 2013• Municipal tax increase \$ 19.45 per \$100,000.00 worth of assessment• Multiple ratio reduced from 3.2 to 3.15• Utility increase 1.08% water
4.0% sewer |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Background on Impact

Council made every attempt to keep the operational budget with a small impact to tax payers.

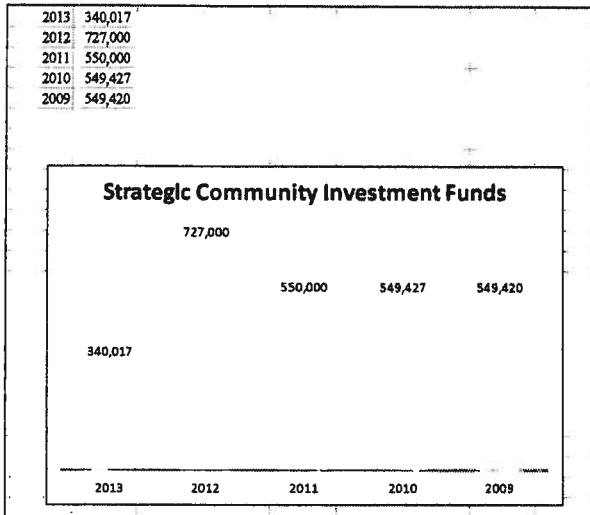
Council approved increases:

Parks, town beautification, sidewalks, paving, and cultural investment have been identified as concerns.

Increases not within the control of Council:

Provincial realignment of local services.

Strategic Community Investment Funds have been reduced. This provincial funding is used by the District to maintain current service levels without increasing the burden to taxpayers.



Capital Projects

Projects:

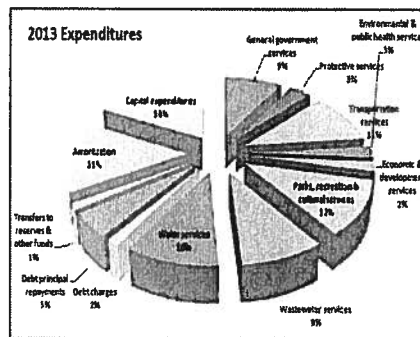
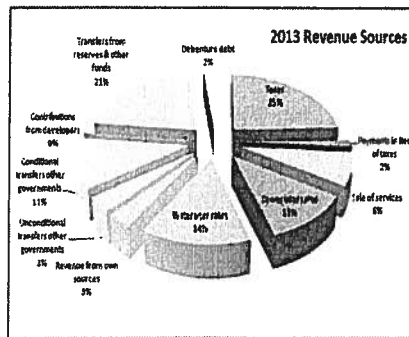
- Connectivity Trails
- Bear Cove Recreation Site
- Public Works yard relocation (plan)
- Recreation complex upgrade
- Paving program
- Storm drain management plan
- Downtown light poles (stage 1)
- Vehicle replacement program
- Seagate wharf upgrades
- Duval Bridge (flood damage repair)

Funding:

- Grants 65%
- Reserves and Surplus 24%
- Debt 11%



2013 Revenue and Expenditures



Conclusion

This 2013 District of Port Hardy Financial Plan presentation is to give the taxpayers of Port Hardy an overview of the financial resources and expenditures of the Municipality.

The direction of Council is to utilize the District's funds efficiently and responsibly to make Port Hardy a sustainable and enjoyable place to live.



A copy of this presentation is available on the District website:

www.porthardy.ca

Questions may be directed to:

Allison McCarrick, Director of Finance

alli@porthardy.ca

250-949-6665



DISTRICT OF PORT HARDY

BYLAW 1011 - 2013

A Bylaw to Adopt the Annual Five Year Financial Plan for the period 2013 - 2017

WHEREAS the Council of the District of Port Hardy deems it expedient to prepare the Five Year Financial Plan;

NOW THEREFORE, the Council of the District of Port Hardy in open meeting assembled ENACTS as follows:

1. Title

This Bylaw may be cited for all purposes as "The District of Port Hardy Financial Plan 2013 – 2017 Bylaw No. 1011-2013".

2. Schedules

1. Schedule "A" attached to and forming part of this bylaw is hereby declared to be the 2013 Disclosure of Revenue Objectives and Policies as per Section 165(3.1) of the *Community Charter*.
2. Schedule "B" attached to and forming part of this bylaw is hereby declared to be the Financial Plan of the District of Port Hardy for the years 2013-2017.

Read a first time on the 26th day of March, 2013.

Read a second time the on the 26th day of March, 2013.

Read a third time on the 26th day of March, 2013.

Adopted by the Municipal Council on the day of , 2013.

Director of Corporate
& Development Services

Mayor

Certified to be a true copy of
District of Port Hardy Financial Plan 2013 – 2017
Bylaw No. 1011-2013

Director of Corporate Services
& Development Services

Schedule A - Bylaw 1011-2013

2013 Revenue Objectives and Policies

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

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*.
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes	30.9%	\$2,581,913
Sale of Services	9%	760,261
Sewer Rates	13.3%	1,111,450
Water Rates	16%	1,339,520
Sundry Revenue	3.7%	306,307
Unconditional Gov't Grants	4.1%	340,017
Capital Grants	13.6%	1,134,503
Reserves and Surplus	7.1%	596,868
Debt	2.3%	190,000
Total	100%	\$8,360,839

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2013. The total revenue has been adjusted for non-cash entries in the financial plan. The amount for amortization in 2013 is \$1,520,000; this is not taxed for and is therefore not included in Table 1.

The largest portion of planned revenue is user fees and charges. Services that can be measured and charged on a user-pay basis include water, waste water, waste management, building permits, recreation, administration and the wharves. User fees apportion the value of the service to those who use it. Not all of the user fees cover all of the costs for the related service.

Property taxes form the balance of revenue. As a revenue source, property taxation offers a stable and reliable source of revenue for services where the rates are not enough to fund the service. These services include, fire protection, general administration, bylaw enforcement, infrastructure maintenance, streets and roads, recreation and culture, economic development and planning.

The District will continue to review all user fees and charges to ensure they adequately meet the capital and operational costs of the service provided.

Schedule A - Bylaw 1011-2013

Distribution of Property Taxes

Table 2: Distribution of Property Tax Rates

Property Class	% of Total Taxation	Dollar Value
Residential	55.7%	\$1,348,840
Utilities	0.8%	19,451
Light Industry	3.7%	89,457
Business and Other	39.4%	953,092
Managed Forest	0.3%	8,015
Recreation/Non-profit	0.1%	2,128
Total	100%	\$2,420,983

Table 2 provides the distribution of property taxes among the property classes. The residential class provides the largest portion of tax revenue. The residential class is also the largest percentage of the total assessment and consumes the majority of the District services.

All new additions to the property class are removed from the calculation, the percentage increase is applied over the net assessment, and the new rates determined are then applied to the new growth.

Council will continue to assess the multiples used in the tax rate calculation and adjust them as necessary to promote continued growth in the business and industry sector.

Permissive Tax Exemptions

Tax exemptions must demonstrate a benefit to the community and residents of the District by enhancing the quality of life (economically, socially and culturally). The goals, policies and principles of the organization can not be inconsistent or conflict with those of the District. Organizations receiving permissive tax exemptions must be a registered non-profit society and cannot be for commercial or private gain.

Table 3: Permissive Tax Exemptions

Permissive Tax Exemptions	General Taxes Foregone
District owned properties managed by not-for-profit groups	\$ 10,701
Not-for-Profit Organizations	67,638
Churches	34,077
Total	\$ 112,416

Schedule B - Bylaw 1011-2013

	2013	2014	2015	2016	2017
Revenue					
Municipal property taxes	2,420,983	2,469,402	2,518,790	2,569,166	2,620,549
Payments in lieu of taxes	160,930	162,589	164,266	165,961	167,873
Sale of services	760,261	775,466	790,976	806,795	822,931
Sewer user rates	1,111,450	1,155,908	1,190,585	1,226,303	1,263,092
Water user rates	1,339,520	1,366,310	1,393,637	1,421,509	1,449,940
Revenue from own sources	306,307	312,473	318,636	324,567	330,618
Unconditional transfers other governments	340,017	340,017	340,000	340,000	340,000
Conditional transfers other governments	1,134,503	620,000	155,000	173,828	75,000
Contributions from developers	-	-	-	-	-
Transfers from reserves & other funds	2,116,868	2,044,642	1,816,811	1,974,144	2,129,869
Debenture debt	190,000	80,000	670,000	-	-
	9,880,839	9,326,808	9,358,700	9,002,273	9,199,672
Expenditures					
General government services	875,750	904,813	915,604	932,457	961,399
Protective services	335,253	402,634	411,414	421,679	428,126
Transportation services	1,099,759	1,107,542	1,129,584	1,152,168	1,175,105
Environmental & public health services	262,817	265,524	270,834	276,251	281,776
Economic & development services	220,041	203,227	207,292	211,438	215,666
Parks, recreation & cultural services	1,138,733	1,141,606	1,164,418	1,187,686	1,211,420
Wastewater services	901,870	919,907	938,305	957,071	976,213
Water services	1,003,013	1,023,074	1,043,535	1,064,406	1,085,694
Debt charges	138,170	140,528	147,935	147,177	32,901
Debt principal repayments	496,019	498,698	503,859	495,957	325,358
Transfers to reserves & other funds	133,836	133,255	135,920	140,983	441,012
Amortization	1,520,000	1,520,000	1,520,000	1,520,000	1,520,000
Capital expenditures	1,755,578	1,066,000	970,000	495,000	545,000
	9,880,839	9,326,808	9,358,700	9,002,273	9,199,672



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Allison McCarrick, DFS
SUBJECT: Short Term Capital Borrowing Bylaw 1012-2013 -Recreation Facility Upgrade
DATE: March 19, 2013

Short term borrowing bylaw for Recreation Facility Upgrade

Council direction at the last budget meeting, March 5, 2013, was to fund the Recreation Facility Upgrade by a \$100,000.00 short term capital loan from Municipal Finance Authority and \$83,000.00 from the Recreation Facility Equipment Reserve.

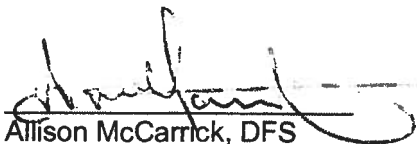
Attached is the Short Term Capital Borrowing Bylaw 1012-2013 that once read and adopted by Council will grant the District to obtain the 100,000.00 short term capital borrowing from the Municipal Finance Authority.

The procedure for this borrowing is to give the bylaw 3 readings. Once the bylaw has received 3 readings, it will be sent to the Ministry for approval. Once approved by the Ministry it will be brought back to Council for adoption. After the adoption of this bylaw the District staff will forward all documentation to the Municipal Finance Authority to set up the short term capital loan.


Recommendation:

Council give the Short Term Capital Borrowing Bylaw 1012-2013, three (3) readings at the March 26, 2013 council meeting.

Respectfully submitted,


Allison McCarrick, DFS

I agree with the recommendation,


Rick Davidge, CAO



Short Term Capital Borrowing

District of Port Hardy

Bylaw No. 1012-2013

A Bylaw to Authorize the Borrowing of Money
for the Purpose of a Recreation Facility Upgrade.

WHEREAS, under the provisions of section 178 of the *Community Charter*, the Council may contract a debt for any purpose of a capital nature, such debt not to exceed at any time a total amount equal to fifty dollars (\$50.00) multiplied by the population of the municipality and may, by bylaw, without the assent of the electors, contract the debt by borrowing and make provision for the repayment of the debt and interest thereon;

AND WHEREAS the amount of the existing obligations of the municipality authorized under said section 178 at the date hereof is \$ 0.00 ;

AND WHEREAS the Council deems it necessary to borrow the sum of One Hundred Thousand Dollars (\$100,000.00) for the purpose of a Recreation Facility Upgrade;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained:

NOW THEREFORE, the Council of the District of Port Hardy, in open meeting assembled, enacts as follows:

1. The Council is hereby authorized and empowered to borrow upon the credit of the District of Port Hardy, the sum of One Hundred Thousand Dollars (\$100,000.00) at such times as the same may be required for the purpose of a Recreation Facility Upgrade and to pay interest thereon.
2. There shall be raised and levied during the currency of the obligation hereby created by a rate sufficient therefore over and above all other rates upon all land and improvements subject to taxation for general municipal purposes in the municipality for the repayment of the principal in the respective years the amount as follows, together with the payment of interest thereon:

<u>YEAR</u>	<u>PRINCIPAL</u>
2013	20,000.00
2014	20,000.00
2015	20,000.00
2016	20,000.00
2017	20,000.00

3. The Mayor and the officer assigned the responsibility of financial administration are hereby authorized to do all necessary acts and things to carry out the intent of this bylaw.
4. This bylaw shall take effect on the date of its adoption by Council.
5. This bylaw may be cited as "Recreation Facility Upgrade Borrowing Bylaw No. 1012-2013"

Read a first time the ___ day of March, 2013.

Read a second time the ___ day of March, 2013.

Read a third time the ___ day of March, 2013.

RECEIVED THE APPROVAL OF THE INSPECTOR OF MUNICIPALITIES
this ___ day of _____, 20__.

Adopted on the ___ day of _____, 2013.

Director of Corporate &
Development Services

Mayor

Certified to be a true copy of
Recreation Facility Upgrade
Borrowing Bylaw No. 1012-2013

Director of Corporate Services
& Development Services