



**DISTRICT OF PORT HARDY**

**AGENDA**

**REGULAR MEETING OF COUNCIL**

**7:00 PM**

**TUESDAY, AUGUST 27, 2013**

**MUNICIPAL HALL COUNCIL CHAMBERS**

**Mayor:** Bev Parnham  
**Councillors:** Janet Dorward, Jessie Hemphill, Debbie 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, Recording, Secretary

**DISTRICT OF PORT HARDY  
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING  
7:00 pm TUESDAY, AUGUST 27, 2013  
Council Chambers - Municipal Hall**

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<u>Page</u>	<b>A. CALL TO ORDER</b>	<b>Time:</b>
	<b>B. APPROVAL OF AGENDA AS PRESENTED (or amended)</b> Motion required	1.            2.
	<b>C. ADOPTION OF MINUTES</b>	
<b>1-3</b>	1. The minutes of the Committee of the Whole Meeting held July 23, 2013. Motion required	1.            2.
<b>4-9</b>	2. The minutes of the Regular Council Meeting held July 23, 2013. Motion required	1.            2.
	<b>D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL</b>	
	None	
	<b>E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>	
<b>10-11</b>	1. Council Action items. For information.	
	<b>F. CORRESPONDENCE</b>	
<b>12</b>	1. Robert R. Martin, Ph.D, Manager, Vancouver Island Health Authority, Multimedia Services (July 29/13) re: Health Care Services on Vancouver Island. For information.	
<b>13</b>	2. Cst. Tara Wilson, Port Hardy RCMP email (July 30/13) re: Request to use Carrot Park for the Tour de Rock event September 22, 2013 from 10:30 to 14:00 hrs. Motion / direction	1.            2.
<b>14-16</b>	3. David Mitchell, General Manager, Community Futures (Aug 2/13 and Aug 21/13) re: Community Futures membership and invitation to annual events. Motion / direction	1.            2.
<b>17</b>	4. Chris Bowden-Green, RFT Health and Welfare Officer, Woss Fire and Rescue (Aug.1/13) re: Request for letter of support for the Society's application for an annual lottery grant to fund operational costs associated with its highway rescue truck. Motion / direction	1.            2.
<b>18-19</b>	5. Joe Jewell, Equipment Manager, Port Hardy Minor Hockey Association (Aug.14/13) re: Request to use 'Live the Adventure' logo on new jerseys. Motion / direction	1.            2.
<b>20</b>	6. Stewart Young, Mayor, City of Langford (Aug.12/13) re: Downloading of Infrastructure costs from BC Hydro. Motion / direction	1.            2.
<b>21-22</b>	7. Charley Beresford, Executive Director, Columbia Institute (July 29/12) re: Canadian Energy Strategy. For information.	
<b>23-25</b>	8. Jim Kincaid, Interim Chief Administrative Officer, District of Stewart (Aug 14/13) re: Request for support of ambulance services resolution at the 2013 UBCM Convention. For information.	

- 26-27** 9. Mary Ellen Walling, Executive Director, BC Salmon Farmers Association (Aug.9/13) re: Request for sponsorship for 29<sup>th</sup> Annual General Meeting, September 26, 2013 in Port Hardy.  
 Motion / direction 1. 2.

- 28-29** 10. Schell Nickerson, Fire Chief, Port Hardy Fire Rescue (Aug 22/13) re: Purchase of a 2006 F250 pick up light duty vehicle.  
 Motion / direction 1. 2.

### G. NEW BUSINESS

1. Reappointment of Community Consultative Committee Members.

Recommendation of the Mayor:

"THAT Lyn Barton, Pat Corbett-Labatt and Eddy Lagrosse be appointed as members of the District's Community Consultative Committee for a one year term ending September 30, 2014.

Motion / direction 1. 2.

### H. COUNCIL REPORTS

1. Verbal reports from Council members.

### I. COMMITTEE REPORTS

- 30-32** 1. Economic Development Committee, Draft minutes of the meeting held July 30, 2013. For information.
- 33-35** 2. Operational Services Committee, Draft minutes of the meeting held August 22, 2013. For information.

### J. STAFF REPORTS

- 36-37** 1. Accounts Payable, July 2013. For information.

### K. CURRENT BYLAWS AND RESOLUTIONS

- 38-40** 1. District of Port Hardy Highway Closure and Dedication Removal Bylaw No. 1014-2013. For Adoption.  
 Motion required 1. 2.

### L. PENDING BYLAWS

District of Port Hardy Zoning Bylaw 1010-2013

### M. INFORMATION AND ANNOUNCEMENTS

August 29	OH&S Committee, 8:30 am Council Chambers
September 3	Council: Strategic Planning 2:00-5:00 pm Council Chambers
September 4	Council: Strategic Planning 3:00-5:00 pm Council Chambers
September 5	Council: Strategic Planning 3:00-5:00 pm Council Chambers
September 10	Council: Finance Committee 4:00 pm
	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:



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**MINUTES OF THE DISTRICT OF PORT HARDY  
COMMITTEE OF THE WHOLE MEETING OF COUNCIL  
JULY 23, 2013**

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**CALL TO ORDER:** Mayor Bev Parnham

Time: 5:30 pm

**PRESENT:** Mayor: Bev Parnham  
Councillors: Debbie Huddleston, Jessie Hemphill,  
Rick Marcotte, John Tidbury

**ALSO PRESENT:** Rick Davidge, Chief Administrative Officer  
Jeff Long, Director of Corporate & Development Services  
Patti Smedley, Economic Development & Community Coordinator  
Leslie Driemel, Recording Secretary

**REGRETS:** Councillors Dorward and Shaw

Media: North Island Gazette  
Members of the Public: 8

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COW 2013-06  
APPROVAL OF AGENDA  
AS PRESENTED

**APPROVAL OF AGENDA**

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

**DELEGATION**

1. Patrick Donaghy, Manager of Operations, and Pat English, Manager of Economic Development and Parks, Regional District of Mount Waddington, to discuss recycling initiatives as part of the Multi-Material BC Program.

Mr. Donaghy gave a powerpoint presentation on the North Vancouver Island Recycling Services Upgrades and Multi Material BC (MMBC). The presentation included information on:

- Background information on the establishment and funding sources of MMBC
- Potential curbside recycling benefits for North Vancouver Island Communities
- Types of materials collected and amounts paid by MMBC
- Choice of curbside and/or depot collection in North Island communities
- Incentives paid by MMBC for curbside and depot collection
- Timelines for implementation of MMBC recycling program
- Administration and public education costs and procedures
- Other logistics associated with the program (central deposits)

Mr. Donaghy commented that the Provincial Legislation is in place and that MMBC seems very well organized, professional and proficient which be significant factors to provide for a good recycling stewardship program.

Mayor Parnham advised the next steps would be to review the cost to the District of Port Hardy and to continue discussions with senior staff.

It was noted that MMBC requires a response to its offer by September 16, 2013 and so Council will have to decide on how it wishes to proceed prior to that date.

2. TELUS Vancouver Island re: Upgrades being undertaken to improve North Island Internet Services

Telus: Ray Lawson, Vancouver Island General Manager  
Aurora Sekela, Sr. Program Manager, Client Services & Project Management  
Kevin Midwood, Sr. Program Manager, Engineering Ops-Rights of Way

Network BC: Chris Hauff, Director, Strategic Partnerships  
Maria Fuccenecco, Manager Analyst, Strategic Partnerships

Introductions were made around the table of the delegation members, Committee of the Whole and District staff.

Chris Hauff and Maria Fuccenecco of Network BC gave a powerpoint presentation which included information on:

- Network BC Mandate – the Provincial commitment to connect British Columbians by 2021 which began with extensive consultations by the Premier's Technology Council and consultations which led to recommendations to leverage public sector demand to connect British Columbians.
- The Role of Network BC, to create the environment through input to federal regulators and encourage the private sector to expand telecommunication services
- Broker relationships through facilitating discussions between the private sector, communities and all levels of government
- Current Agreements including the Telecommunications Services Master Agreement: the largest technology contract in the BC Public Service which is in excess of \$1 billion over the next 10 years for telecommunications services and the Connecting British Columbia Agreement (CBCA) which includes rural benefits that TELUS will provide at no cost to the taxpayer

Ray Lawson and Kevin Midwood of Telus continued the powerpoint presentation which outlined the Sayward to Port McNeill fibre optic line installation. The presentation included information on:

- A map showing areas of underground and aerial installation
- In-road trenching at the shoulder of the road that is faster than an aerial build, requires no logging to place poles and is less disruptive to traffic flow.
- A review of the draft building schedule from Sayward to Woss (July, 2013 to December, 2013) and Woss to Port McNeill (Jan 2014 to April 2014) which may end up taking even less time
- Area benefits including congestion relief, lifting of the stop sell embargo, upgrade to existing cellular sites in 2015 and Optik TV and high speed internet expansion.

Mr. Lawson advised that the fibre optic line capacity is large enough to meet the future technological needs of the North Island for many years, likely decades, into the future.

The Committee and staff raised and discussed concerns regarding the additional need to distribute infrastructure throughout the District that will allow people to take advantage of the fibre optic line connection in areas that are not currently served by high speed internet, and advised Mr. Lawson that coverage in all areas of the District is needed.

Mr. Lawson advised that he is working with the Chief Administrative Officer on a creating a community profile and developing a footprint of areas that need service. The current project is to bring the fibre optic line to the North Island and that connecting individual service areas (e.g. neighbourhoods) is another concern. The fibre optic line will allow better service for existing customers and allow independent providers such as Keta Cable additional bandwidth to improve existing and new service.

Mayor Parnham commented that if the line is to be in place by May 2014 the community needs to be prepared ahead of time with more hookups in order to expand the high speed internet service. Mr. Lawson advised that it is the intent to undertake community infrastructure improvements in parallel with this fibre optic line extension project such that new areas can be served by high speed internet when the fibre optic project has been completed.

Jeff Long, Director of Corporate & Development Services, asked if Telus can provide a map as to the existing infrastructure distribution and for clarification about the kind of physical infrastructure that is needed to connect currently unserved areas. Mr. Lawson advised that the information could be made available as to the service areas and clarified that the additional infrastructure works required relates to the replacement of existing telephone lines in the community.

Mayor Parnham thanked the BC Network and Telus delegation members for their presentations.

#### ADJOURNMENT

Moved

THAT the Committee of the Whole Rise.

Time: 6:48 pm

COW 2013-007  
ADJOURNMENT

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DIRECTOR OF CORPORATE &  
DEVELOPMENT SERVICES

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MAYOR



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**MINUTES OF THE DISTRICT OF PORT HARDY  
REGULAR MEETING OF COUNCIL  
JULY 23, 2013**

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**CALL TO ORDER:** Mayor Bev Parnham Time: 7:00 pm

**PRESENT:** Mayor Bev Parnham  
Councillors: Debbie Huddlestan, Jessie Hemphill, Rick Marcotte, John Tidbury

**REGRETS:** Councillors: Janet Dorward, Nikki Shaw

**ALSO PRESENT:** Rick Davidge, Chief Administrative Officer  
Jeff Long, Director of Corporate & Development Services  
Allison McCarrick, Director of Financial Services  
Patti Smedley, Economic Development & Community Coordinator  
Leslie Driemel, Recording Secretary

Media: North Island Gazette  
Members of the Public: Nine

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2013-098  
APPROVAL OF AGENDA  
AS PRESENTED

APPROVAL OF AGENDA

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

2013-099  
COMM OF THE WHOLE  
MEETING MINUTES  
JUNE 25, 2013  
APPROVED

ADOPTION OF MINUTES

1. The minutes of the Committee of the Whole Meeting held June 25, 2013.

Moved/Seconded/Carried  
THAT the minutes of the Committee of the Whole Meeting held June 25, 2013 be approved as presented.

2. The minutes of the Regular Meeting of Council held June 25, 2013.

2013-100  
REGULAR COUNCIL  
MEETING MINUTES  
JUNE 25, 2013  
APPROVED

Moved/Seconded/Carried  
THAT the minutes of the Regular Council Meeting held June 25, 2013 be approved as presented.

DELEGATIONS

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

S/SGT. BROWNIDGE  
RE: RCMP QUARTERLY  
REPORT

Staff Sgt. Brownridge reviewed the April, May and June 2013 statistics and strategic priorities and provided a written report on same. Council was advised 955 files were opened during the quarter.

Councillor Hemphill requested that, for comparison purposes, future reports show statistics for the same quarter of the previous year.

2. Pat Horgan, Better at Home Coordinator, North Island Crisis & Counselling Centre Society re: Request for Council input on how to best implement the Better at Home Program in Port Hardy.

MR. PAT HORGAN RE:  
BETTER AT HOME  
PROGRAM

Mr. Horgan reviewed the Better at Home Program for Council as a program to help seniors live in their own homes longer. The potential services offered by a mix of paid and volunteer staff were reviewed and could include grocery shopping, friendly visits, yard work, home repair and other non-medical services. Fees are based on a sliding scale based on income and some may be free. There would be an appointed community Advisory Committee to provide guidance and it was noted that the Better at Home Program is not a substitute for home support services provided by community health workers. There are two years left in the program that will be implemented in Port Hardy and Port McNeill with funding of \$100,000 per year.

Mr. Horgan requested Council members advise him of any possible contacts for volunteers and volunteer groups in the community.

Mayor Parnham thanked Mr. Horgan for updating Council on the Better At Home Program. It was suggested that a request for proposals be prepared that might bring in local service businesses as partners in the program.

#### BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

#### CORRESPONDENCE

1. Copies of letters to Hon. Mary Polak, Minister of Environment re: Timeline for implementing Multi-Material BC Program.
  - a) From: Dave Rushton, Chair, Regional District of Mount Waddington (June)
  - b) From: Michael Berry, Mayor, Village of Alert Bay (July 25/13)were received as information.
2. Malcom Fleeton, Treasurer, Mt. Waddington Regional Fall Fair Society (July 5/13) re: Request for permission to install a 40 foot trailer box at the Port Hardy Civic Centre.

2013-101  
MT WADDINGTON  
REGIONAL FALL FAIR  
TRAILER BOX AT CIVIC  
CENTER

Moved/Seconded/Carried

THAT Council approve the request from the Mt. Waddington Regional Fall Fair Society to install a 40 foot trailer box at the Port Hardy Civic Centre.

3. Helena Borges, Assistant Deputy Minister, Transport Canada (June 27/13) re: Potential Interest of the District of Port Hardy with respect to the ownership and operation of Port Hardy Airport.



2013-102  
TRANSPORT CANADA /  
OWNERSHIP OF PH  
AIRPORT

Moved/Seconded/Carried

THAT staff be directed to invite representatives from Transport Canada to come and meet with Council to discuss the potential interest of the District of Port Hardy with respect to the ownership and operation of Port Hardy Airport.

4. Coralee Oakes, Minister of Community, Sport and Cultural Development re: Traffic Fine Revenue Sharing Program and Small Community Grant of \$243,146, was received as information.

Council was advised by the Chief Administrative Officer that Traffic Fine Revenue Sharing is only distributed to communities of over 5,000 in population.

5. Green Communities Committee: Julian C. Paine, Assistant Deputy Minister, Local Government Division and Gary MacIlsac, Executive Director, UBCM re: Green Communities Level 3 recognition, 'Achievement of Carbon Neutrality', was received as information.

Direction was given to staff to post the information on the Green Communities Level 3 recognition, 'Achievement of Carbon Neutrality' on the District website.

NEW BUSINESS

No new business

COUNCIL REPORTS

COUNCIL REPORTS

Mayor Parnham and Councillors Huddleston, Hemphill, Marcotte and Tidbury gave verbal reports on recent meetings and other activities they attended on behalf of the District of Port Hardy, as well information on a variety of community interest matters.

COMMITTEE REPORTS

1. Emergency Preparedness Committee, minutes of the meeting held May 28, 2013 were received as information.

EMERGENCY  
PREPAREDNESS  
COMMITTEE MINUTES  
OF MAY 28, 2013

Recommendation to Council (EPC-05-2013):

*THAT the Emergency Preparedness Committee recommends to Council that it undertakes the purchase and installation of a siren warning system to be used during emergency events, given the high risk factor associated with tectonic activity which can generate earthquakes and tsunamis, for the District of Port Hardy.*

2013-103  
RECOMMENDATION TO  
PURCHASE SIRENS  
REFERRED TO BUDGET

Moved/Seconded/Carried

THAT the recommendation to Council from the Emergency Preparedness Committee that Council undertake the purchase and installation of a siren warning system to be used during emergency events, given the high risk factor associated with tectonic activity which can generate earthquakes and tsunamis, for the District of Port Hardy, be referred for consideration in the 2014 budget.

COMMUNITY  
CONSULTATIVE  
COMMITTEE MINUTES  
OF JUNE 24, 2013

2. Community Consultative Committee, minutes of the meeting held June 24, 2013 were received as information.

FUNDRAISING  
RECOMMENDATION  
REFERRED BACK TO  
COMMUNITY  
CONSULTATIVE  
COMMITTEE

Recommendation to Council (CCC-07-2013):

*THAT the Community Consultative Committee suggests to the District of Port Hardy that the District initiates a fundraising effort with the funds raised to be donated to victims of the Alberta flood.*

Mayor Parnham advised that it is not the mandate of the District to fundraise for donations and staff was requested to refer the suggestion back to the Community Consultative Committee.

### STAFF REPORTS

1. Accounts Payable, June 2013 was received as information.
2. Allison McCarrick, Director of Financial Services and Patti Smedley, Economic Development and Community Coordinator re: Adoption of 2012 Annual Report, as per Sec.98 of the *Community Charter*.

Allison McCarrick, Director of Financial Services, advised the 2012 Annual Report was now completed and thanked Patti Smedley, Economic Development & Community Coordinator for her hard work finalizing the report.

Mayor Parnham thanked Staff for their work on the 2012 Annual Report and asked if members of the public present had questions

Mr. Al Wickens advised he has concerns regarding accounts receivable, property tax receivables, bad debt and the cost of recreational services. Mr. Wickens was invited to set up a meeting with Ms. McCarrick to discuss the report in detail.

Moved/Seconded/Carried

**THAT** the 2012 District of Port Hardy Annual Report be adopted as presented.

3. J. Long, Director of Corporate and Development Services re: Application for Development Variance Permit by Daniel J. Nowosad, Personal Law Corporation, 8700 Hastings Street

Jeff Long, Director of Corporate and Development Services, gave a verbal report on the background of the request for the Development Variance Permit by Daniel J. Nowosad, Personal Law Corporation at 8700 Hastings Street.

Copies of letters received from neighbouring business owners were distributed to Council members for review.

Mayor Parnham advised Council its focus is the specific variance request and not unrelated bylaw issues.

Mr. Dan Nowosad and Mr. Cory Klassen reviewed the patio permit previously allowed and advised the footprint of the permanent patio is the same. The issue appears to be setback distances after the District had done road works in the area.

2013-104  
2012 DISTRICT OF  
PORT HARDY ANNUAL  
REPORT ADOPTED

Mr. Long advised that

- he was not aware of any prior approvals issued by the District for the previous patio and there is no indication of any approvals on file.
- that the road dedication on Hastings Street is sixty-six feet and that road works within do not effect the setback requirement which is to the property line with the road dedication itself.
- there are still off street parking spaces in front of the patio for up to three vehicles.
- off street parking on most properties in the downtown core is limited due to the manner in which zero lot line construction has been undertaken in the downtown over the years.

Carla Reusch, area business owner, expressed concerns regarding future enclosure of the patio and how this would impact the need for additional parking.

James Emerson, area resident, inquired about the 50 metre notice requirement for the development variance permit application. He was advised that the District's GIS program identifies the affected area and that staff double check using the applicable legal plans.

Councillor Marcotte voiced concerns on the building of the deck without a building permit. Mr. Nowsad advised that not taking a building permit out at the outset of the project was an honest error due to a miscommunication between the contractor and the owner as to who was looking after it.

Moved/Seconded/Carried

THAT Council of the District of Port Hardy approves Development Variance Permit No. DVP-01-2013 to vary the provisions of section 5.2.3 of District of Port Hardy Zoning Bylaw No. 10-2006, to:

- 1) Reduce the minimum front yard requirement of the Town Centre Commercial: C-2 Zone and General Commercial: C-3 Zone from 6.0 metres to 2.8 metres for the purpose of accommodating the siting of a raised wooden patio deck measuring 11.0 metres (36 feet) by 6.1 metres (20 feet) adjacent and attached to the south face of the existing two storey building, with respect to the properties civically addressed as 8700 Hastings Street and legally described as Lots 19 and 20, Block 5, Section 36, Township 9, Rupert District, Plan 2178.

AND FURTHER THAT the Director of Corporate & Development Services be authorized to execute and issue Development Variance Permit No. DVP-01-2013 to the Permittee, Daniel J. Nowosad, Personal Law Corporation, Inc No.0636673.

### BYLAWS

1. District of Port Hardy Highway Closure and Dedication Removal Bylaw No. 1014-2013. For First, Second and Third Reading.

Jeff Long, Director of Corporate and Development Services gave a verbal report on the previous highway closure done in the area and advised that this section of land was missed during that process. He advised that it is the intent to sell these portions of former highway to Port Hardy RV Resort Ltd.

2013-105  
DVP-01-2013 FOR 8700  
HASTINGS ST, LOTS 19  
& 20, BLOCK 5, SEC 36,  
TWP 9, RUPERT  
DISTRICT, PLAN 2178  
APPROVED AS  
PRESENTED

2013-106  
HIGHWAY CLOSURE &  
DEDICATION REMOVAL  
BYLAW NO. 1014-2013  
1<sup>ST</sup>, 2<sup>ND</sup> & 3<sup>RD</sup> READING.

Moved/Seconded/Carried

THAT District of Port Hardy Highway Closure and Dedication Removal Bylaw No. 1014-2013 received First, Second and Third Reading.

PENDING BYLAWS

1. District of Port Hardy Zoning Bylaw No. 1010-2013

ADJOURNMENT

2013-107  
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 8:10 pm

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DIRECTOR OF CORPORATE  
& DEVELOPMENT SERVICES

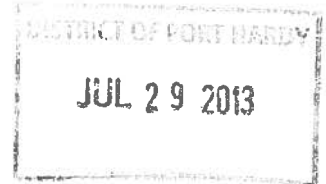
\_\_\_\_\_  
MAYOR

ITEM	COMMITTEE OF THE WHOLE MEETING July 23, 2013 ACTION	WHO	STATUS /COMMENTS
Telus Presentation	Request Telus provide a map as to the existing infrastructure distribution and for clarification about the kind of physical infrastructure that is needed to connect currently unserved areas	JL	Request for mapping and follow up request submitted.
	<b>REGULAR COUNCIL MEETING July 23, 2013 ACTION</b>		
<b>ITEM</b>	<b>ACTION</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
Mt. Waddington Fall Fair Society Re: permission to install 40 ft trailer at back of Civic Center	Approved. Contact Society	JL	Done
Transport Canada re: potential interest in ownership and operation of PH Airport	Contact representatives from Transport Canada to meet with Council	RD	Done
Green Communities, Achievement of Level 3 Carbon Neutrality	Post to website	LD	Done
Emergency Preparedness Committee re: recommendation to purchase and install siren warning system	Referred to budget discussion.	AM	
2012 Annual Report Presentation	Dir. Financial Services to meet with A. Wickens	AM	
Development Variance Permit Application, 8700 Hastings ST.	Approved. Advise proponent	JL	Done
Bylaw 1014-2013 Road Closure	Submit to Minister of Transportation for approval . Prepare notice as required. Bring to Council for adoption when able.	JL	MOTI Approval received. Notice submitted and published. Bylaw on Aug 27 <sup>th</sup> Agenda
	<b>REGULAR COUNCIL MEETING June 25, 2013 ACTION</b>		
<b>ITEM</b>	<b>ACTION</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
Op Scv Comm minutes of June 19/13 re: recommendation to install crosswalk at Seaview Drive / Market St.	Approved as recommended. Install crosswalk	TK	Completed - Installed
	<b>REGULAR COUNCIL MEETING May 7, 2013</b>		
Costs for information stands at Carrot Park.	Subject to review of sign content, the District to fund \$2,532.60 for installation of the information stands along the seawall in Carrot Park. Advise Ch of Comm & arrange sign content review Advise PW	PS	Working with Committee and C/Hemphill on final concepts Done -First Nations consultation underway Done - First Nations art work commissioned.

REGULAR COUNCIL MEETING April 9 , 2013			
Cape Scott Windfarm Interpretive Center	Contact CSW re: Building an interpretive Center	RD	Pending GDF-Suez action
Purchase & Installation of Visual Equipment for Council Chambers	Approved. Purchase equipment	JL	Waiting for The Source to install tv / satellite
Cenotaph Project	Prepare grant application. Bring to Council for further consideration	PS	Estimates and quotes to Dir. Ops, next step meet to discuss quotes, Construction spring 2014.



*Excellent care — for everyone, everywhere, every time.*



Bev Parnham  
District of Port Hardy  
7360 Columbia St.  
Port Hardy, BC  
PO Box 68  
V0N 2P0

Dear Bev:

I'm writing to thank you for agreeing to participate in our recent video gathering exercise.

Our teams were impressed and very pleased with the quality and quantity of footage that we got. We interviewed 29 people in communities from Pt. Hardy to Pt. Alberni. Many of you spoke eloquently and passionately about the issues you encountered daily, in relation to health care services on Vancouver Island in the central and north regions.

We are now in the process of completing the following programs over the next two months:

Emergency Response  
Discharge Planning for Rural and Aboriginal patients  
Mt. Waddington region recruitment  
Aboriginal recruitment  
VIHA recruitment

We have built an email distribution list for all those we interviewed. We will be sure to let you know when these programs are finished, and where you can view them online.

If you would like to have DVD copies of these programs, please write to me at [robert.martin@viha.ca](mailto:robert.martin@viha.ca) and I will ensure that copies are mailed to you.

Again, thank you for the gift of your time, your words and your perspectives. They make our jobs a whole lot easier and more enjoyable.

Kind regards,

**Robert R. Martin, Ph.D**  
**Manager**

**Multimedia Services**

EMP 158 – 2334 Trent Street V8R 4Z3 (250) 370-8273 • Cell: (250) 818-9659

## Leslie Driemel

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**From:** Tara Wilson [tara.wilson@rcmp-grc.gc.ca]  
**Sent:** July-30-13 6:35 AM  
**To:** jlong@porthardy.ca  
**Subject:** Request for Carrot Park

Hi Jeff,

Requesting to use Carrot Park for the Tour de Rock event Sept. 22nd, 2013, 10:30 to 14:00 hrs. If we can also have power and water available and the parking spots in front of the park blocked off.

Thanks,

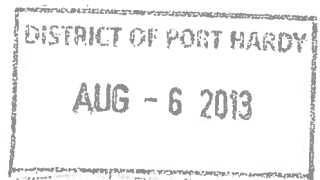
Cst. Tara WILSON  
Port Hardy RCMP  
7355 Columbia St.  
Port Hardy, BC V0N2P0  
Office 250-949-6335  
Fax 250-949-6938





#14-311 Hemlock Street  
Box 458  
Port McNeill, BC V0N 2R0

T 250 956 2220 E info@cfmw.ca  
T 877 956 2220 W www.cfmw.ca  
F 250 956 2221



August 2, 2013

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

Dear Mayor and Council,

Community Futures is wanting to create a "membership" group with the many individuals that we work with on the North Island. We believe it is important to create a strong network around our organization so that we can gather diverse perspectives and ideas that will help shape our priorities and directions now and in the future.

Community Futures Mt. Waddington has been operating on North Vancouver Island for over twenty years. We have never been more active than we are today. Over the past three years we have lent over \$1.0 million annually for new business start-ups and expansions. We have played a lead role in a number of key economic development projects and activities and we are continually seeking new ways to partner with communities, First Nations and small business to maintain the strength and vibrancy of the North Island economy and life style.

Community Futures Mt. Waddington is a registered Not-For-Profit Corporation under Industry Canada. We have a Board of Directors that sets policy and has oversight of our operations. We currently have a staff of five dedicated professionals.

I would like to invite you to be a member of Community Futures Mt. Waddington. You are being invited as someone who supports the goals and aims of Community Futures.

Becoming a member simply involves signing the attached membership agreement. As a member you would be encouraged to attend our Annual General Meeting to hear about our accomplishments of the past year and to elect the board of directors for the next year.

We would also invite you to special events such as our Open House, Fund-raising Salmon Barbecue, now going into its 4<sup>th</sup> year. Every 3 years we also undertake a formal strategic planning process, which would be another occasion to have your input and ideas. We will keep you informed of CFMW accomplishments and activities through our website, Facebook or via our email network.

Please consider joining the Community Futures of Mt. Waddington as a valued member by completing, signing and returning the attached membership form to our office.

Yours sincerely,

David Mitchell  
General Manager

Encl



## MEMBERSHIP APPLICATION

To the Community Futures of Mt. Waddington Board of Directors:

I, \_\_\_\_\_ wish to be considered for membership in  
Community Futures Development Corporation of Mount Waddington.

I wish to become a member because:

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Article 2:01 - I am best described as:

- A person interested in furthering the community economic development in the region.
- A person interested in working with other members of the Corporation.
- A person who would like to support and further the aims and goals of the Corporation.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please return this application with your resume addressed to:**

Secretary of the Board of Directors  
Community Futures Mt. Waddington  
#14-311 Hemlock Street (Box 458)  
Port McNeill, BC V0N 2R0

August 21, 2013

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



Dear Mayor and Council,

On August 1, 2013 I sent you an invitation to join Community Futures Mt. Waddington as a member. Thank you if you have already responded. If you haven't I would like to encourage you to do so. I am attaching the August 1 letter and Membership Application for your information.

I would like to invite you to two of our annual events here at CFMW.

On Friday, September 20, from 11:30 – 1:30, you are invited to our **Open House Fund Raising (Wild) Salmon Barbecue**. This is an opportunity to network with others and have a tasty salmon burger for a donation to the North Island Gazette Hamper Fund!

Hope to see you there!

On Thursday, September 26, we will be having our **Annual General Meeting**. Meeting times will be provided shortly. As this is our inaugural meeting with our new membership it would be great to see as many new members as possible attending.

The Board and Staff at Community Futures look forward to meeting you in September and welcoming you to Community Futures!

Enjoy the rest of your summer!

Yours truly,



David Mitchell  
General Manager

Encl.



# Woss Volunteer Fire Dept

P.O. Box 5001, Woss, B.C. V0N 3P0 (250) 281-3455



Aug 01, 2013

Dear Honourable Member(s),

The "Woss Rescue society" is asking for your support in our application for an annual lottery grant in order for us to cover a portion of operational costs in running our highway Rescue truck. The Woss Volunteer Firefighters through the Woss Rescue society operates a volunteer highway rescue service between Eve River and Nimpkish Lake along Highway 19. This includes emergency First Response and Accident Extrication of motor vehicle accidents. Due to our remote location along the highway, we are often the only emergency personnel on scene for 30-45 minutes before ambulance arrive.

The cost of running this volunteer service is partially offset by the Provincial Emergency Program, however the remainder is left for us volunteers to raise through charitable events in the very small hamlet community of Woss. As this service is provided to the greater North Island area, we are asking for the communities that travel through our corridor to give their support in attaining a grant to offset some of the remaining annual operational costs to maintain this volunteer service.

Thank-you for your continued support of the Woss Rescue society volunteers who generously give of their time to their fellow man, just as you are giving of your time to help support us.

Sincerely,

Chris Bowden-Green, RFT  
Health and welfare officer  
Woss Fire and Rescue

Brad Galeazzi  
Fire Chief  
Woss Fire and Rescue

## Port Hardy Minor Hockey Association

Box 2623

Port Hardy, B.C., V0N 2P0

August 14, 2013

Madam Mayor,

The Port Hardy Minor Hockey Association is requesting the usage of the District of Port Hardy's "Live the Adventure" Logo on their new jerseys.

After 15 seasons in the old jerseys, they were well worn and were in need of replacing. We decided to change colors and the logo. We held a contest for a new logo to refresh the image. A local First Nations artist was selected from the entries.

One issue we've had with the new logo is that the name of our town has been missing. We've looked at different ways of incorporating it but have been unsuccessful. We feel that it is very important that the community's name be represented in both home and away games and think that this logo on the jersey sleeves would look great. I have attached a proof of what the jersey would look like with the "Live the Adventure" logo on the sleeve.

Thank you for considering our proposal. If you have any questions please contact me either by phone at 250.230.0702 or by e-mail at [jdjewell@telus.net](mailto:jdjewell@telus.net).

Sincerely,

Joe Jewell  
Equipment Manager  
Port Hardy Minor Hockey Association

THANK YOU FOR SUPPORTING PORT HARDY MINOR HOCKEY!





# City of Langford

[www.cityoflangford.ca](http://www.cityoflangford.ca)

MAYORS OFFICE

2013/08/12

Attn: Mayor & Council  
All BC Municipalities

Dear City Council:

**RE: Downloading of Infrastructure Costs from BC Hydro**

The City of Langford has noted a marked change in the manner in which BC Hydro is downloading costs to local developers due to BC Hydro's interpretation of the Electric Tariff. The City of Langford is a growing municipality and is slated under the Regional Sustainability Strategy to be the location of future growth in the Capital Regional District (CRD). Our developers are constructing in areas of new development, not just infill, and therefore require extension of hydro services to realize this planned growth.

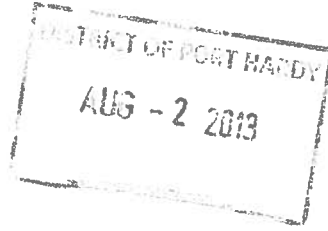
Traditionally BC Hydro has required that subdivision distribution services be paid for by developers. However more recently BC Hydro is downloading 100% of the cost of the feeder extension services to local developers as well. The City of Langford currently has two Master Planned Development Communities stalled or near to stalled due to the cost to construct the feeder extension services that BC Hydro has traditionally paid for.

The City of Langford is respectfully asking all member municipalities to join us in imploring BC Hydro to re-evaluate their current position on funding the extension of hydro electric power into new, planned development areas.

Sincerely,

Stewart Young  
Mayor

July 29, 2013



The Mayor and Council  
District of Port Hardy  
Box 68  
Port Hardy, BC V0N 2P0

**RE: A Canadian Energy Strategy: Why Should Local Governments Care?**

Canada’s Premiers are coming together this July for their Council of the Federation meeting. Among the topics are infrastructure and energy.

It’s no exaggeration to say that energy is a defining challenge for this century. The role of energy resources in our Canadian economy and ways we use energy are both areas of interest debate.

A comprehensive national energy could effectively prepare Canada for present and future energy needs and lay the foundation for a more diversified economy.

The Council of the Federation’s National Energy Strategy Working Group, struck in 2012, has identified 10 action points which will have direct or indirect implications for local governments and communities. The premiers have promised public consultation as they evolve the energy strategy.

Local governments have a key stake in ensuring stable, sustainable, and affordable energy. As front line responders to the impacts of climate change – Calgary floods earlier in July comes to mind—Municipalities are already struggling with disruption from our warming world.

Local governments face many energy challenges including rising prices, increased pollution and aging infrastructure. A significant number of local governments are also energy producers and providers. There are high stakes and a wide range of roles local governments could play in a national energy strategy including expertise in energy efficiency measures, sustainable community design, and Green House Gas emissions reductions.

There’s no question that the effects of climate change are making themselves felt in Canada. Since June, when we published “A Canadian Energy Strategy: Why Should Local Governments Care?”, many Canadian communities have experienced floods of epic proportions, storms have wreaked havoc with power supplies and temperatures have been breaking records. Here’s a sampling of headlines in the past month.





**Rare Canada Day heat wave could break records in B.C.  
Hottest temperature recorded in BC was 44.4 C in 1941**

**CBC News**

*Posted: Jun 28, 2013 10:23 AM PT*

**Urban flooding likely to worsen, say experts  
'Soft engineering' more urban parks, porous pavement might help, but costly sewers will still  
need to be replaced**

**CBC News**

*Posted: Jul 11, 2013 5:11 AM ET*

**Hot weather raises wildfire danger in B.C.**

**CBC News**

*Posted: Jul 16, 2013 11:38 AM PT*

**Toronto floods leave power system 'hanging by a thread'  
Some 16,000 people still without power.**

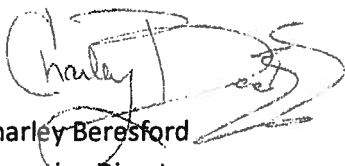
**CBC News**

While the form of the public consultations promised by the National Energy Strategy Working Group around a National Energy Strategy is yet to emerge, it would seem an important dialogue for municipalities to be part of.

You'll find our recent report "*A Canadian Energy Strategy: Why Should Local Governments Care?*" included with this letter, along with a clipping about the report from the Vancouver Sun and a resolution tabled by the City of Richmond.

Thank-you for all the work you are doing on behalf of your community,

Sincerely,



Charley Beresford  
Executive Director  
Twitter: @cbcolumbia

Enclosures

***"Nurturing Leadership for Inclusive, Sustainable Communities"***



# DISTRICT OF STEWART

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Canada's Most Northerly Ice-Free Port

August 14, 2013

Mayor & Councils  
B.C. Municipalities

**Re: AMBULANCE SERVICES RESOLUTION**

The District of Stewart has submitted the attached resolution for consideration at the 2013 UBCM Convention. The District Council would appreciate your support of this resolution.

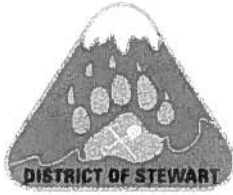
By way of background, the District of Stewart is currently facing an unacceptable level of ambulance service. It is not out of the ordinary to see us with no ambulance for periods of three to five days in a row. The nearest backup is some two to four hours away – if it is not tied up on another call. Emergency helicopter response is an hour and a half away in Prince Rupert and is only available in daylight hours. In winter, our one highway access is subject to closure from avalanches. We understand that much of rural BC is facing similar circumstances.

The District has had several meetings with BC Ambulance Services senior staff and has received nothing but stonewalling and being blamed for not attracting enough “volunteers”. Two of our three part time paramedics recently resigned because of stress and lack of support from the Ambulance Authority. Our only other paramedic is rarely available because of work in the resource industry out of town. The Ambulance Authority is currently bringing in outside help but usually they are only available from Monday to Thursday less the travel time from and to their home base.

It is the District of Stewart’s view that the model being used to provide rural ambulance service is unworkable and needs to change. Poor salaries and on call compensation, plus a too heavy reliance on “volunteers” combined with excessive standards and training requirements are making it difficult to attract staff in small communities. Thus the resolution is advocating a change to the service delivery model and adequate funding from the province to implement a new model.

Thank you for your consideration in this regard.

Jim Kincaid  
Interim Chief Administrative Officer



**DISTRICT OF STEWART**  
**UBCM – RESOLUTION**  
2013 CONVENTION – Vancouver, B.C.

**SUBJECT: B.C. Ambulance Services**

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*Resolution Submitted by the District of Stewart to the 2013 UBCM Convention:*

**WHEREAS** communities in British Columbia are facing a severe deterioration of ambulance services as a result of cuts to provincial funding and a serious disconnection between the service model used by the BC Ambulance Service and the service model required to meet the needs of communities, now

**THEREFORE be it resolved** that the Union of British Columbia Municipalities urge the Provincial Health Minister to require the B.C. Ambulance Service to amend its service model to meet the actual needs of the communities, and for the Minister to provide adequate funding to implement that model.



## **DISTRICT OF STEWART**

### **UBCM – Background Information**

2013 CONVENTION – Vancouver, B.C.

### **SUBJECT: B.C. Ambulance Service**

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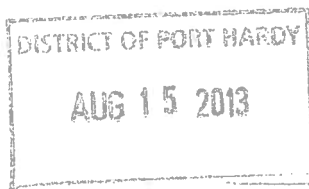
Communities throughout British Columbia are experiencing severe and life threatening shortcomings in the level of ambulance service in the Province. This shortfall is caused by a number of factors, including but not limited to:

- Budget allocations that are inadequate for the service required.
- Lower wages being paid for ambulance attendants in smaller communities than are paid firefighters in the provincial forest service (\$2.00 per hour standby for ambulance attendants versus 50% of regular wages for standby firefighters).
- A service model that relies too heavily on volunteers and does not account for the difficulty in recruiting and retaining ambulance attendants (e.g. lack of volunteers and uncompetitive wage rates).
- Service areas in remote communities that are too large to provide adequate emergency response times.

The District of Stewart situation is not an unusual example of the situation in many B.C. communities. It includes:

- Potential and impending loss of all or part of the 24 hour service resulting from lack of staff.
- A winter reliance on ground transportation because the local airport is closed in winter.
- Roads that are subject to closure from floods and avalanches, thereby cutting off access to full service hospitals.
- The nearest full service hospitals are three or more hours distance by ground transport.
- A single local ambulance attendant who cannot leave town because the communication services are below third world standards and she has no backup.
- Difficulty in recruiting volunteers because every capable individual in the community is fully employed, has families to feed or kids to look after.
- Increasing pressure on ambulance services resulting from resource development.

If the Province is not prepared to transfer adequate resource revenues into the ambulance service, then perhaps it should consider making resource project approval conditional on the resource industry contributing directly to the ambulance service.



#201 - 909 Island Highway  
Campbell River, BC  
Canada V9W 2C2

Tel: 250 286-1636  
Fax: 250 286-1574

1-800-661-7256  
[www.salmonfarmers.org](http://www.salmonfarmers.org)

August 9, 2013

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

Dear Mayor Parnham,

As we approach the 29<sup>th</sup> Annual General Meeting of the BC Salmon Farmers Association, we look forward to an energizing meeting as colleagues and key stakeholders from our sector come together to network and learn from each other. I'm writing you today as we are looking for contributors for this highly anticipated event.

This year we are pleased to accept the invitation of our member, the District of Port Hardy to hold the AGM in Port Hardy. The event will take place at the Civic Centre on Thursday, September 26<sup>th</sup> and will be an event you will not want to miss!

The BC Salmon Farmers Association is offering your organization four types of support opportunities which I have listed on the following page. May we put you down as a generous contributor? If you are interested in being a contributor to our event, please contact Alejandra, our Administrative Assistant at 250-286-1636 ext. 0 or email [alejandrah@telus.net](mailto:alejandrah@telus.net) and take this opportunity to ask any questions you may have about the Association and its current activities. We look forward to hearing from you.

Sincerely,

Mary Ellen Walling  
Executive Director

\$1,000 Bronze Sponsorship approved annually 2012-2005  
(except 2008)



# BC Salmon Farmers Association - Annual General Meeting 29th Anniversary Contributor Schedule - 2013

DISTRICT OF PORT HARDY  
AUG 15 2013

<b>Platinum – \$10,000</b>	<b>Gold – \$5,000</b>	<b>Silver – \$3,000</b>	<b>Bronze – \$1,000</b>
<p><b>Promotion Benefits</b></p> <ul style="list-style-type: none"> <li>▪ Recognition at BCSFA Board meetings,</li> <li>▪ Recognition and Logo in BCSFA "Catch" newsletter,</li> <li>▪ Logo and paragraph on event signage,</li> <li>▪ Logo and paragraph in event package,</li> <li>▪ Literature in event package,</li> <li>▪ Noted in 2013 BCSFA AGM press release,</li> <li>▪ Display promotional material at general meeting,</li> <li>▪ Podium intro and recognition,</li> <li>▪ Event presentation 3-5 minutes,</li> <li>▪ Invitation to all activities and social events; excluding closed business meeting.</li> </ul>	<p><b>Promotion Benefits</b></p> <ul style="list-style-type: none"> <li>▪ Recognition at BCSFA Board meetings,</li> <li>▪ Recognition in BCSFA "Catch" newsletter,</li> <li>▪ Logo and paragraph on event signage,</li> <li>▪ Logo and paragraph in event package,</li> <li>▪ Literature in event package,</li> <li>▪ Noted in 2013 BCSFA AGM press release,</li> <li>▪ Display promotional material at general meeting,</li> <li>▪ Podium intro and recognition,</li> <li>▪ Event presentation 1-3 minutes,</li> <li>▪ Invitation to all activities and social events; excluding closed business meeting.</li> </ul>	<p><b>Promotion Benefits</b></p> <ul style="list-style-type: none"> <li>▪ Recognition at BCSFA Board meetings,</li> <li>▪ Recognition in BCSFA "Catch" newsletter,</li> <li>▪ Logo and name on event signage,</li> <li>▪ Logo and name in event package,</li> <li>▪ Noted in 2013 BCSFA AGM press release,</li> <li>▪ Podium recognition,</li> <li>▪ Invitation to all activities and social events; excluding closed business meeting.</li> </ul>	<p><b>Promotion Benefits</b></p> <ul style="list-style-type: none"> <li>▪ Recognition at BCSFA Board meetings,</li> <li>▪ Recognition in BCSFA "Catch" newsletter,</li> <li>▪ Name listed on event signage,</li> <li>▪ Name listed in event package,</li> <li>▪ Noted in 2013 BCSFA AGM press release,</li> <li>▪ Podium recognition,</li> <li>▪ Invitation to all activities and social events; excluding closed business meeting.</li> </ul>



# Port Hardy Fire Rescue

August 22, 2013

Mayor Parnham and Council,

The membership and myself of Port Hardy Fire Rescue have this great opportunity to purchase a 2006 F250 from Courtenay Fire Department, this support vehicle is going for \$9000 with the money coming from the District of Port Hardy Fire Department Capital Works Reserve Fund Bylaw 12-2008 and the Port Hardy Volunteer Firefighters Association paying the rest of the sum. Operation funds for the remainder of the 2013 year would come from the current budget.

This light duty vehicle would be placed at fire hall#1 in the bay with the other 3 units. We feel this would cut down the amount of times the department members have to use their own vehicle in the commission of a call.

Here is a few examples of how this vehicle will be used:

Officer vehicle for duty weekend

All used equipment from a call to be transported back to the hall for cleaning

Take empty cylinders from a call to be filled

Return to the halls to get more supplies during a call (not all equipment fits on the trucks)

With more and more women on the department, not as easy for them to use the restroom during a call

Transport members in rougher roads or locations that we don't want to chance driving the bigger units

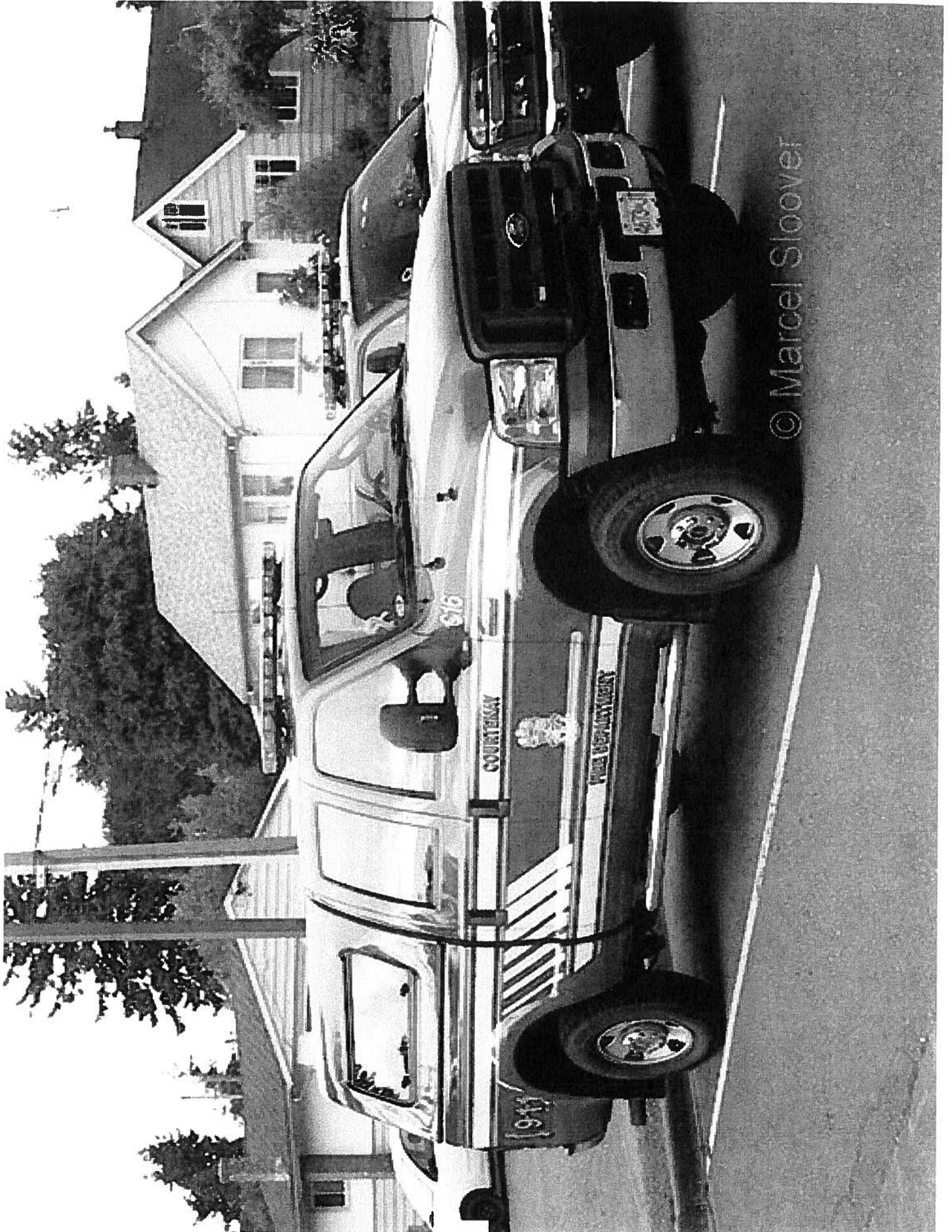
Members that have to leave a call to return or head to work and home

Fire Prevention and fire investigations

In closing the life of this vehicle should last 5-7 years. There is a cost to maintain it as for all vehicle within the department. I thank you all for this consideration.

Fire Chief

Schell Nickerson







**MINUTES OF THE DISTRICT OF PORT HARDY  
ECONOMIC DEVELOPMENT COMMITTEE  
JULY 30, 2013**

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**CALL TO ORDER:** Mayor Bev Parnham Time: 4:00 pm

**PRESENT:** Councillors N. Shaw, J. Dorward, J. Tidbury, R. Marcotte, D. Huddleston

**REGRETS:** J. Hemphill, Councillor

**ALSO PRESENT:** Rick Davidge, Chief Administrative Officer  
Jeff Long, Director of Corporate Services  
Patti Smedley, Economic & Community Development Coordinator

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**CALL TO ORDER**

Mayor Bev Parnham called the meeting to order at 4:00 p.m.

**APPROVAL OF AGENDA**

Moved/Seconded/Carried

THAT the agenda be approved with the following amendments: That "Housing" be added under "Business Arising / Unfinished Business" and that "Discover China" be added under "New Business."

APPROVAL OF AGENDA  
WITH AMENDMENTS

**ADOPTION OF MINUTES**

1. Minutes of the Economic Development Committee meeting held April 23, 2013.

Moved/Seconded/Carried

THAT the minutes of the Economic Development Committee meeting held April 23, 2013 be approved as presented.

EDC MEETING  
MINUTES APRIL 23,  
2013

**DELEGATIONS**

None

**BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

1. Telus / Broadband

Committee members were update by J. Long and P. Smedley on the paperwork required by Telus to establish a working partnership and the current research being conducted by staff to determine expectations for said partnership.

TELUS / BROADBAND

TRANSPORT CANADA MEETING	<p>2. Proposed Meeting for Transport Canada Committee members were advised of an upcoming telephone conference with Transport Canada representatives slated for Wednesday, August 7, regarding the Port Hardy airport.</p>
HOUSING	<p>3. Housing Councillor Shaw provided an overview of "next steps" as relates to forming a local Housing Committee. She also advised that she has contacted Chris Parker, who will serve as Chair for the Committee, to provide the District's summer intern, Thomas Kervin, with some housing statistics he needs to complete this section of the new Community Profile.</p>
<p><b><u>CORRESPONDENCE</u></b></p>	
<p>None</p>	
<p><b><u>STAFF REPORTS</u></b></p>	
COAST GUARD	<p>1. Coast Guard Station J. Long reported that plans for the new Coast Guard Station are moving ahead and he is working with project managers to complete the appropriate District permitting. He also reported that they have not yet applied to Nav Canada for necessary permitting for the water lot.</p>
RECREATION SURVEY	<p>2. Recreation Survey P. Smedley advised of the introduction of the Recreation Survey at FILOMI Days, as well as current plans for distributing the survey (e.g. it can be accessed from the front page of the District's website). She noted that summer intern Thomas Kervin has been leading out in survey implementation. Survey results will be presented at the August 27 Council meeting.</p>
SIGNAGE	<p>3. Carrot Park / Bear Cove Signage a. Carrot Park - P. Smedley discussed the progress around First Nations consultation and the inclusion of their input, as well as the addition of Native artwork, for the proposed signage in Carrot Park. She also discussed potential placement for the signs, with 7 signs slated for Carrot Park, 2 for the Quatse Loop and 3 for Bear Cove. A general discussion was held around signage design. b. Bear Cove - P. Smedley confirmed that the risk management signage has now been completed at Bear Cove and that the project is mostly completed.</p>
<p><b><u>NEW BUSINESS</u></b></p>	
DISCOVER CHINA	<p>1. Discover China Mayor Parnham presented the opportunity for Economic &amp; Community Development Coordinator, P. Smedley, to represent the District in China Oct. 9-17. Carly Perkovich will be representing the Chamber and Tourism Port Hardy, and will work with P. Smedley to coordinate marketing efforts and collaterals for the trip.</p>

Logistics and opportunities were discussed by the group and it was agreed to support the undertaking of this trip by P. Smedley.

ADJOURNMENT

ADJOURNMENT

Moved  
THAT the meeting be adjourned.

Time: 5:32 p.m.

CORRECT

APPROVED

---

ECONOMIC & COMMUNITY  
DEVELOPMENT COORDINATOR

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CHAIR

DRAFT



DISTRICT OF PORT HARDY  
OPERATIONAL SERVICES COMMITTEE  
Minutes of the meeting held August 22, 2012  
Council Chambers

Present: Councillors Tidbury, Marcotte

Regrets: Rick Davidge, CAO

Also Present: Trevor Kushner, Director of Operational Services  
Leslie Driemel, Recording Secretary

Citizens: One

<p>AGENDA APPROVED AS AMENDED</p>	<p>1. Call to Order:</p> <p>Councillor Tidbury called the meeting to order. Time: 9:00 am</p> <p>Councillor Tidbury requested the agenda be amended to include:</p> <ol style="list-style-type: none"><li>1. Elk Drive water leaks</li><li>2. C-Can storage at Civic Center</li><li>3. Streetlight at entrance to Port Hardy Bulldozing</li><li>4. Noxious weeds</li><li>5. Summer work crew</li><li>6. Work at Fishermans' Wharf</li></ol> <p>Move/Seconded/Carried THAT the agenda be approved as amended.</p>
<p>CENOTAPH PROJECT UPDATE</p>	<p>2. Cenotaph Project update.</p> <p>Russ Hellberg advised that there has been little activity with the project over the summer. An information booth was set up at Filomi Days and some donations were received. GDF Suez, the wind farm company, has donated \$200 but no rebar for the project. They will be contacted again about donating rebar. Mr. Hellberg advised the project committee will start up again in September.</p> <p>Other discussion topics included:</p> <ul style="list-style-type: none"><li>• grant application intake dates of October and January.</li><li>• a draft cost estimate sheet was circulated with the projected costs at approximately \$55,000. An archaeological study is necessary and is the largest expense at approximately \$4,000.</li><li>• the Shearwater memorial and dedication ceremony</li></ul>
<p>MINUTES OF MEETING HELD JUNE 19/13</p>	<p>3. Minutes of the meeting held June 19, 2013</p> <p>Moved/Seconded/Carried THAT the minutes of the meeting held June 19, 2013 be approved as presented.</p>
<p>ACTION ITEM REVIEW</p>	<p>4. Action Items Review.</p> <p>Councillor Tidbury will discuss with Mayor Parnham the appointment of another councillor to the Operational Services Committee.</p>

Ballfields – Trevor Kushner advised the fencing may be done in the late fall or early spring, depending on the contractors schedule. Meetings with the ballfield user groups will be done in the spring before the ball season starts.

5. T. Kushner, Dir. Operational Services re: Duval Bridge

DUVAL FORESTRY  
ROAD AND BRIDGE

Trevor Kushner advised the Committee the project is on time and work done within the fish window time allotment. Signage is ordered and the project will be completed after the September long weekend.

6. T. Kushner, Dir. Operational Services re: Trail Enhancement grant  
Trevor Kushner advised the work is progressing very well with paving next week and signage and bollards will also be installed. Funds are being utilized as well as possible and if any dollars are leftover the path at Stink Creek Park may be paved as well.

TRAILS &  
RECREATION  
GRANT - LITTLE  
TSULQUATE  
FOOTBRIDGE

7. T. Kushner, Dir. Operational Services re: Annual Paving Plan

CAPITAL PAVING  
PROJECTS

Trevor Kushner advised paving is underway in various locations in the community along with curb and gutter work on Highland Drive.

8. T. Kushner, Dir. Operational Services re: Downtown lights

DOWNTOWN  
LIGHTING

Trevor Kushner advised the streetlights have been ordered and the expected installation date is this November. Work on the pole sites will have to be done and should take one and a half days. The Committee discussed LED vs high pressure sodium (HPS) lighting and the members were advised LED lights are double the cost and HPS have improved to within 3% efficiency of LED fixtures. Lighting in bollards will be LED.

9. T. Kushner, Dir. Operational Services re: Market Street storm sewer

MARKET STREET  
STORM SEWER

The Committee discussed the Market Street storm sewer with Trevor Kushner and was advised that Aplin & Martin Consultants have done a video of the storm line and they will provide design options for better service. Trevor advised there is grant money available for storm sewer work. The Committee discussed culverts and drainage in the Stink Creek area.

Additions to Agenda:

ELK DRIVE WATER  
PROBLEMS

1. Elk Drive – Trevor Kushner advised that the concerns are being addressed and that while delays have occurred the most pressing water problems will be fixed now. Services on all of Elk Drive will need to be addressed in the future.

The Committee was also advised that the work on Thunderbird Way near the medical clinic is now completed, the area will be paved and meters have been installed.

Rick Davidge, Chief Administrative Officer joined the meeting. Time: 9:40 am

C-CAN STORAGE  
AT CIVIC CENTER

2. C-Can storage at Civic Center – Councillor Tidbury advised that a 20 ft and a 40 ft C Can storage units will be installed at the back of the Civic Center. He requested Public Works do some ground levelling at the site as part of the District's in-kind contribution to the N.I. Concert Society grant. Trevor Kushner requested a copy of the resolution from Council.

FISHERMANS  
WHARF

3. Fishermans' Wharf – Councillor Marcotte raised concerns regarding Fishermans Wharf. The Committee was advised that a waterline had broken, a temporary above ground line run and that a new underground line has now been installed. Paving over the waterline, on the ramp and line marking at the ramp will be done shortly.

STREETLIGHT AT  
PORT HARDY  
BULLDOZING ON  
GOODSPEED ROAD

4. Streetlight at entrance to Port Hardy Bulldozing on Goodspeed Road. The Committee was advised that Port Hardy Bulldozing is paying for the streetlight and BC Hydro has been contacted to install it. Discussion took place on installing no posts in the area to remove access to the estuary area.

SUMMER WORK  
CREW.

5. Noxious weeds – no discussion

6. Summer Work crew. The Committee discussed the employees on the summer work crew.

FIRE DEPT. DUTY  
OFFICER VEHICLE

Additional item:

Councillor Tidbury advised the Fire Department is looking at the possible purchase of a surplus duty officer vehicle from the City of Courtenay. It is used, 2006 one-ton vehicle. Discussion took place on costs of maintenance, timeline for replacement, replacement vehicle cost, duty officer use during working hours and other logistics that need to be considered.

Items postponed:

T. Kushner, Dir. Operational Services re: New Public Works Yard location report

EPCOR re: updates on capital and operations

EPCOR Joe Jewell re: Vancouver Island University presentation on biosolids

UPCOMING  
MEETING DATES

10. Notice of Next meetings: Thursday September 26, Thursday October 17, Thursday Nov 21, Tuesday Dec 17

ADJOURNMENT

Adjournment

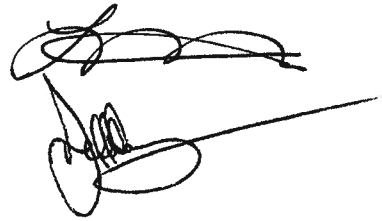
The meeting adjourned:

Time: 9:50 am

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002504	05/07/2013	00829	ANA'S HARDY CLEAN	2,390.99	
002505	05/07/2013	01836	ARIES SECURITY LTD.	3,417.75	
002506	05/07/2013	00047	B.C. HYDRO	15,936.40	
002507	05/07/2013	01531	BJARNASON, SUSAN	180.00	
002508	05/07/2013	01988	BRITISH COLUMBIA LIFE AN	892.31	
002509	05/07/2013	02767	Catarata, Glen	350.00	
002510	05/07/2013	00281	CHEVRON CANADA LTD.	1,871.14	
002511	05/07/2013	02764	Child, Sara	51.61	
002512	05/07/2013	01433	COMOX PACIFIC EXPRESS LT	92.55	
002513	05/07/2013	02386	Connect Hearing	169.05	
002514	05/07/2013	02376	Dawson, Andrew	200.00	
002515	05/07/2013	01982	DIGITAL POSTAGE ON CALL	1,050.00	
002516	05/07/2013	02140	DOUG LLOYD CONTRACTING	98.70	
002517	05/07/2013	01637	EPCOR UTILITIES INC.	7,417.76	
002518	05/07/2013	00099	FOX'S DISPOSAL SERVICES	11,476.57	
002519	05/07/2013	02763	Green, Thomas	875.00	
002520	05/07/2013	00058	GUILLEVIN INTERNATIONAL	169.99	
002521	05/07/2013	00052	HARDY BUILDERS' SUPPLY	1,024.05	
002522	05/07/2013	00063	HOME HARDWARE BUILDING C	351.14	
002523	05/07/2013	01875	ISLAND ADVANTAGE DISTRIB	822.23	
002524	05/07/2013	00065	K & K ELECTRIC LTD.	91.93	
002525	05/07/2013	02642	Long, Jeff	121.28	
002526	05/07/2013	01777	MCCARRICK,ALLISON	35.00	
002527	05/07/2013	02765	Mediquest Technologies I	325.14	
002528	05/07/2013	00014	MINISTER OF FINANCE	2,493.50	
002529	05/07/2013	01014	NICKERSON, SCHELL	35.00	
002530	05/07/2013	01645	NORTH ISLAND COMMUNICATI	624.63	
002531	05/07/2013	02006	NORTH ISLAND TRACTOR	32.26	
002532	05/07/2013	00075	O.K.TIRE STORE (PORT HAR	29.07	
002533	05/07/2013	00267	PETTY CASH (POOL)	212.25	
002534	05/07/2013	00008	PETTY CASH (PUBLIC WORKS	268.61	
002535	05/07/2013	00412	PORT HARDY LIONS CLUB	350.00	
002536	05/07/2013	00769	Praxair Distribution	49.66	
002537	05/07/2013	02766	PROFIRE EMERGENCY EQUIPM	4,306.70	
002538	05/07/2013	02564	RadioWorks Communication	12,780.32	
002539	05/07/2013	00107	RECEIVER GENERAL FOR CAN	18,687.38	
002540	05/07/2013	00187	REGIONAL DISTRICT OF MT	4,781.67	
002541	05/07/2013	00843	SHARE CANADA	152.60	
002542	05/07/2013	02170	SPIKETOP CEDAR LTD.	467.04	
002543	05/07/2013	02377	Stevenson, Dave	200.00	
002544	05/07/2013	02234	Sutherland Armbrust	260.00	
002545	05/07/2013	00160	TELUS	2,905.14	
002546	05/07/2013	02306	Terry E. Duncan	1,688.83	
002547	05/07/2013	00011	Tidbury, John	40.59	
002548	05/07/2013	01884	Tru Hardware	632.77	
002549	05/07/2013	01627	WOLDEN, GORDON	180.00	
002550	05/07/2013	00164	Xerox Canada Ltd.	14.34	
002551	12/07/2013	00044	ACKLANDS - GRAINGER INC.	183.41	
002552	12/07/2013	00046	ANDREW SHERET LTD.	2,898.26	
002553	12/07/2013	02271	BAILEY WESTERN STAR TRUC	81.00	
002554	12/07/2013	00184	BC Assessment	27,877.42	
002555	12/07/2013	00281	CHEVRON CANADA LTD.	996.07	
002556	12/07/2013	02711	Cox, Daniel	149.10	
002557	12/07/2013	00218	DB PERKS AND ASSOCIATES	326.44	
002558	12/07/2013	00052	HARDY BUILDERS' SUPPLY	241.29	
002559	12/07/2013	00063	HOME HARDWARE BUILDING C	140.94	
002560	12/07/2013	00273	JM'S MOBILE WELDING INC	1,220.04	
002561	12/07/2013	00253	Keta Cable	145.87	
002562	12/07/2013	00185	MUNICIPAL FINANCE AUTHOR	84.50	
002563	12/07/2013	00033	NAPA AUTO PARTS/PORT HAR	497.37	
002564	12/07/2013	01645	NORTH ISLAND COMMUNICATI	660.80	
002565	12/07/2013	01924	POLACEK, LUKAS Z.	187.95	
002566	12/07/2013	02771	Port Hardy Seventh Day A	923.00	
002567	12/07/2013	00769	Praxair Distribution	434.60	
002568	12/07/2013	00080	PUROLATOR INC.	160.24	
002569	12/07/2013	00240	QUATSE READY MIX	576.80	
002570	12/07/2013	00187	REGIONAL DISTRICT OF MT	580,273.00	
002571	12/07/2013	01910	Richardson Foods Group	1,489.64	
002572	12/07/2013	00272	ROLLINS MACHINERY LIMITE	719.31	
002573	12/07/2013	02522	Strathcon Industries	77.66	
002574	12/07/2013	00150	THE SOURCE	763.54	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002646	31/07/2013	00428	LAND TITLE AND SURVEY AU	24.20	
002647	31/07/2013	00069	MACANDALE'S	327.21	
002648	31/07/2013	02007	MARSHALL WELDING AND FAB	812.00	
002649	31/07/2013	02480	MILLIGAN RICHARD J	800.00	
002650	31/07/2013	01419	MURDY & MCALLISTER	1,006.61	
002651	31/07/2013	01256	MURPHY, PENNY	399.83	
002652	31/07/2013	00033	NAPA AUTO PARTS/PORT HAR	277.39	
002653	31/07/2013	00075	O.K.TIRE STORE (PORT HAR	217.12	
002654	31/07/2013	00217	ORKIN CANADA CORPORATION	72.45	
002655	31/07/2013	00013	PACIFIC BLUE CROSS	3,946.44	
002656	31/07/2013	02780	Pacific Industrial & Mar	86,688.00	
002657	31/07/2013	02564	RadioWorks Communication	29.31	
002658	31/07/2013	00107	RECEIVER GENERAL FOR CAN	16,685.93	
002659	31/07/2013	00187	REGIONAL DISTRICT OF MT	2,998.90	
002660	31/07/2013	01990	ROAD RANGER FREIGHT/0702	93.56	
002661	31/07/2013	02786	Smith, Radford	2,276.98	
002662	31/07/2013	02784	Strussi, Jim	168.00	
002663	31/07/2013	02717	Tourism Association of V	1,778.44	
002664	31/07/2013	02783	Whitney, Marguerite	1,395.40	
Total:				1,331,565.35	

\*\*\* End of Report \*\*\*

A handwritten signature in black ink, appearing to be a stylized name, possibly "Lisa", written over a horizontal line.





**DISTRICT OF PORT HARDY**

**BYLAW NO. 1014-2013**

A Bylaw to Close a Portion of Unnamed Highway Adjacent to Douglas Street (Island Highway) as well as Property Addressed as 8080 Goodspeed Road, and to Remove Its Dedication as Highway

WHEREAS the *Community Charter* authorizes the Council of the District of Port Hardy to close all or part of a highway that is vested in the municipality to traffic and to remove its dedication as highway;

AND WHEREAS the District of Port Hardy wishes to close part of an unnamed highway to traffic and remove its dedication as highway.

NOW THEREFORE THE COUNCIL of the Corporation of the District of Port Hardy in open meeting assembled enacts as follows:

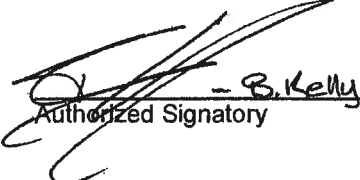
1. This Bylaw may be cited for all purposes as "District of Port Hardy Highway Closure and Dedication Removal Bylaw No. 1014-2013";
2. The parcel of land (the "Parcel") comprising a portion of highway that is 115.8 square metres in area as shown outlined in heavy black line and described as "Part Sec 30, Tp. 6 Road (to be Closed) Area = 115.8 m<sup>2</sup>" on Plan EPP27821, completed on the 20th day of December, 2012 by Harry O. Pfrimmer, B.C. Land Surveyor, a reduced copy of which is attached to this Bylaw as "SCHEDULE A", is hereby closed to all types of traffic; and
3. The dedication as highway is hereby removed from the Parcel.

Read a first time the 23<sup>rd</sup> day of July, 2013.

Read a second time the 23<sup>rd</sup> day of July, 2013.

Read a third time the 23<sup>rd</sup> day of July, 2013.

Approved by the Minister responsible for the Transportation Act in accordance with section 41(3) of the *Community Charter*:

  
 \_\_\_\_\_  
 Authorized Signatory

Date: Aug. 9/13

Notice of proposed Highway Closure and Dedication Removal Bylaw No. 1014-2013 posted at the Municipal Hall and published in the North Island Gazette on August 15<sup>th</sup> and 22<sup>nd</sup>, 2013 in accordance with Section 94 of the *Community Charter*.

Opportunity to make representation to Council conducted on the 27<sup>th</sup> day of August, 2013.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Director of Corporate &  
Development Services

\_\_\_\_\_  
Mayor

SCHEDULE A  
 TO  
 DISTRICT OF PORT HARDY HIGHWAY CLOSURE AND DEDICATION REMOVAL BYLAW NO. 1014-2013

