



DISTRICT OF PORT HARDY

AGENDA

REGULAR MEETING OF COUNCIL

7:00 PM

TUESDAY, NOVEMBER 12, 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, NOVEMBER 12, 2013
Council Chambers - Municipal Hall**

<u>Page</u>		Time:	
	A. CALL TO ORDER		
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)		
	Motion required	1.	2.
	C. ADOPTION OF MINUTES		
1-5	1. The minutes of the Regular Council Meeting held October 22, 2013.		
	Motion required	1.	2.
	D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL		
	None		
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS		
6-7	1. Council Action items. For information.		
	F. CORRESPONDENCE		
8-22	1. Denis Lemelin, National President, Canadian Union of Postal Workers (Oct.14/13) re: Postal Banking and request to consider adopting resolution: <i>Canadian Postal Service Charter Review Should Focus on Revenue-Generation, Not Additional Cuts</i> and send resolution to Hon. Lisa Raitt, Minister of Transport.		
	Motion / direction	1.	2.
23	2. Angie Clance re: Santa Claus Parade, December 1, 2013 and request for District assistance with barriers and street closures from 3:45 - 4:30 pm.		
	Motion / direction	1.	2.
24-25	3. Hon. Bill Bennett, Minister of Energy & Mines and Minister Responsible for Core Review (Oct.29/13) re: Meeting at UBCM Convention September 17, 2013. For information.		
26-28	4. David Pratt, Harbour Manager, District of Port Hardy Harbour Authority (Oct.28/13) re: Spring and Summer Report for 2013. For information.		
29	5. Sherry Senciw, Secretary, Port Hardy Lions (Nov.5/13) re: Request for permission for Annual Timmy's Roadblocks on Saturday December 7th, 10:00 am - 2:00 pm and use of District barriers.		
	Motion / direction	1.	2.
	G. NEW BUSINESS		
	None in agenda package.		
	H. COUNCIL REPORTS		
	1. Verbal reports from Council members.		

I. COMMITTEE REPORTS

- 30-32** 1. Emergency Planning Committee, draft minutes of the meeting held Tuesday October 29, 2013. For information
- 33-34** 2. Sustainability Committee, draft minutes of the meeting held Thursday October 24, 2013. For information.

J. STAFF REPORTS

- 35-37** 1. Accounts Payable for October 2013. For information.
- 38** 2. M. Dennison, Aquatic Coordinator (Oct. 24/13) re: Handicap parking at Port Hardy Recreation Center.
- Motion / direction 1. 2.
- 39-40** 3. J. Long, Director Corporate & Development Services (Oct.30/13) re: 2014 Council Meeting Dates.
- Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 41-42** 1. District of Port Hardy Revenue Anticipation Borrowing Bylaw 1017-2013. For Adoption.
- Motion required 1. 2.
2. District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013
- 43** Staff Report: Allison McCarrick, Director of Financial Services (Oct.10/13) re: User Rates and Fees 2014, Bylaw 1016-2013.
- 44-72** District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013. For First, Second and Third Reading.
- Motion required 1. 2.
- 73-74** 3. District of Port Hardy Municipal Ticket Information System Amendment Bylaw, Amendment Bylaw No. 1018-2013. For First, Second and Third Reading
- Motion required 1. 2.

L. PENDING BYLAWS

None

M. INFORMATION AND ANNOUNCEMENTS

November 13 Staff: Utility budget meeting, 10:30 to Noon Council Chambers
Staff: IUOE negotiations, 1:00 – 4:00 pm Council Chambers

November 14 Staff: IUOE negotiations, 8:30 – 4:30 pm Council Chambers

November 18 Council: Budget meeting, 4:00 – 6:00 pm Council Chambers

November 26 Committee: Economic Development Committee, 4:30 pm Council Chambers
Council: 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
OCTOBER 22, 2013**

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

PRESENT: Mayor Bev Parnham
Councillors: Janet Dorward, Rick Marcotte, Nikki Shaw, John Tidbury

Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services
Allison McCarrick, Director of Financial Services
Leslie Driemel, Recording Secretary

Media: North Island Gazette:
Members of the Public: 4

REGRETS: Councillor Debbie Huddleston

APPROVAL OF AGENDA

Mayor Parnham advised of an addendum to the agenda under F. Correspondence: Email request (Oct.21/13) from James Clancy, National President of the National Union of Public and General Employees to proclaim November 6, 2013 as *Community Social Services Workers Appreciation Day*.

2013-143
APPROVAL OF AGENDA
AS AMENDED

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

ADOPTION OF MINUTES

1. The minutes of the Regular Meeting of Council held October 8, 2013.

2013-144
REGULAR COUNCIL
MINUTES OCT. 8/13
APPROVED AS
PRESENTED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held October 8, 2013 be approved as presented.

DELEGATIONS

1. George Kearey, Royal Canadian Legion Branch 237 Re: Presentation of First Poppy for 2013 Poppy Campaign.

The first poppy of the 2012 Royal Canadian Legion, Branch 237 Poppy Campaign was presented to Mayor Parnham.

2. Staff Sgt. Gord Brownridge re: RCMP quarterly report.

Staff Sgt. Brownridge reviewed the written report included in the agenda package on the July, August and September 2013 statistics and strategic priorities. Council was advised 985 files were opened during the quarter and for the same time period in 2012 there were 1,146 files opened.

3. Fire Chief Schell Nickerson re: Port Hardy Fire Rescue quarterly report.

Fire Chief Nickerson reviewed the activities of Port Hardy Fire Rescue (PHFR) for July, August and September 2013. Council was advised there were 32 calls including 4 vehicle fires that resulted in losses of \$90,000. PHFR, along with other North Island emergency responders, took part in a successful mock emergency exercise at the Port Hardy Airport. Training, membership and equipment updates were reviewed.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

Addendum:

Email request (Oct.21/13) from James Clancey, National President of the National Union of Public and General Employees to proclaim November 6, 2013 as Community Social Services Workers Appreciation Day.

Moved/Seconded/Carried

THAT Council proclaim November 6, 2013 as *Community Social Services Workers Appreciation Day* in Port Hardy.

NEW BUSINESS

None

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, as well information on a variety of community interest matters.

Councillor Shaw advised of a new Associate Regional Director at the Mt. Waddington campus of North Island College and advised of concerns regarding contracting out and delivery of adult basic education programs.

Staff was directed to set up and invite the new Associate Regional Director to meet with Council at a Committee of the Whole Council meeting.

2013-145
PROCLAIM NOV 6, 2013
COMMUNITY SOCIAL
SERVICES WORKERS
APPRECIATION DAY IN
PORT HARDY

COUNCIL REPORTS

INVITE NIC ASSOCIATE
REGIONAL DIRECTOR
TO COW

COMMITTEE REPORTS

1. Recommendations to Council from the In-Camera Meeting of October 22, 2013.

a. Approve Grass Roots Garden Society Lease

Moved/Seconded/Carried

THAT Council approve the request by the Grassroots Garden Society to renew the lease agreement between the District and the Society for a three year term with respect to 7580 Park Drive, AND FURTHER THAT the Mayor and Director of Corporate & Development Services be authorized to execute the lease agreement as presented in the October 16, 2013 staff report pertaining to the lease renewal request.

b. Approve proposal from Port Hardy RV Resort to remove the dedication of highway associated with that portion of municipal road formerly known as Port Hardy Forest Service Road

Moved/Seconded/Carried

THAT at the request of the owners of Port Hardy RV Resort Ltd., Inc. No. BC0910515, Council authorizes staff to proceed to undertake the required process to close by bylaw and remove the dedication of highway associated with that portion of municipal road formerly known as Hardy Bay Forest Service Road and shown on Plan 1593RW that is located immediately adjacent to the properties described as:

- 1) Block 2, Section 30, Township 6, Rupert District, Plan 810, Except Parts in Plans 38040, 1593RW and VIP78088; and,
- 2) Block 3, Section 30, Township 6, Rupert District, Plan 810, Except Parts in Plans 38040, 1593RW and VIP78088.

AND FURTHER THAT the portion of closed road described in the first paragraph herein be conveyed to Port Hardy RV Resort Ltd., Inc. No BC0910515 provided that:

- A) The properties described in 1) and 2) above, owned by Port Hardy RV Resort Ltd., Inc. No BC0910515, be amalgamated concurrently with each other and all those former portions of road having been closed by the District of Port Hardy and transferred to Port Hardy RV Resort Ltd., Inc. No BC0910515, with the net result that there is one legal property;
- B) Port Hardy RV Resort Ltd., Inc. No. BC0910515 agrees to pay for all costs associated with the road closure, raising of title, conveyance and amalgamation, including those costs incurred by the District of Port Hardy; and,
- C) Port Hardy RV Resort Ltd., Inc. No. BC0910515 provides the District of Port Hardy with compensation in the form of a monetary payment that reflects fair market value.

2013-146
GRASSROOTS GARDEN
SOCIETY 2014-2017
LEASE

2013-147
PH RV RESORT LTD
CLOSE MUNICIPAL
PORTION OF HARDY
BAY FOREST SERVICE
ROAD

2. Downtown Revitalization Committee, draft minutes of the meeting held October 3, 2013 was received as information.
3. Operational Services Committee, draft minutes of the meeting held October 17, 2013 and recommendation:

That the Operational Services Committee recommends to Council that the following dates be considered for the Community Recreation Program Trail Enhancement completion ceremony: Sunday December 1st , Monday December 2nd and Sunday December 8th .

Staff was directed to arrange the Community Recreation Program Trail Enhancement completion ceremony for Sunday December 1, 2013 at 1:00 pm.

STAFF REPORTS

1. A. McCarrick, Director of Financial Services (Oct 7/13) re: Utilities Supervisor Vehicle.

Moved/Seconded/Carried

THAT Council approves the purchase of a light duty vehicle for the utilities operations.

2. A. McCarrick, Director of Financial Services (Oct 11/13) re: Climate action carbon neutral fund policy.

Moved/Seconded/Carried

THAT Council adopts policy CP2.19, Climate Action Carbon Neutral Fund Policy, as presented by the Director of Financial Services

3. R. Davidge, Chief Administrative Officer and J. Long, Director of Corporate & Development Services (Oct 10, 2013) re: Membership – Community Consultative Committee

Moved/Seconded/Carried

THAT advertising for the vacant ninth Community Consultative Committee membership position be undertaken in 2014 when upcoming membership expires take place.

4. R. Davidge, Chief Administrative Officer and J. Long, Director of Corporate & Development Services (Oct 17, 2013) re: Fire Services Review Study.

Moved/Seconded/Carried

THAT Council awards the undertaking of the District of Port Hardy Fire Services Review to FireWise consulting Ltd. as per its proposal dated August 27, 2013 in the amount of \$18,335 plus GST with \$10,000 of the work cost to be completed in 2013 and paid for from the 2013 budget and the balance of the work to be undertaken in 2014.

2013-148
APPROVE PURCHASE
OF A LIGHT DUTY
VEHICLE FOR UTILITIES
OPERATIONS

2013-149
ADOPT POLICY CP2.19
CLIMATE ACTION
CARBON NEUTRAL
FUND

2013-150
NINTH CCC
MEMBERSHIP
POSITION

2013-151
FIRES SERVICES
REVIEW TO FIREWISE
CONSULTING

BYLAWS

2013-152
BYLAW 1015-2013
PERMISSIVE TAX
EXEMPTIONS 2014 -
2016 ADOPTED.

1. District of Port Hardy Permissive Tax Exemptions 2014, 2015 and 2016 Bylaw No. 1015-2013. For Adoption.

Moved/Seconded/Carried

THAT District of Port Hardy Permissive Tax Exemptions 2014, 2015 and 2016 Bylaw No. 1015-2013 be adopted.

2. District of Port Hardy Revenue Anticipation Borrowing Bylaw 1017-2013

Staff Report from A. McCarrick, Director of Financial Services (Oct 11, 2013) re: Bylaw 1017- 2013 Revenue Anticipation Borrowing Bylaw for 2014 was received as information.

District of Port Hardy Revenue Anticipation Borrowing Bylaw 1017-2013. For First, Second and Third Readings.

2013-153
BYL1017-2013
REVENUE
ANTICIPATION
BORROWING FOR 2014
1ST 2ND 3RD READINGS

Moved/Seconded/Carried

THAT Bylaw 1017- 2013 Revenue Anticipation Borrowing Bylaw for 2014 receives First, Second and Third Readings.

ADJOURNMENT

2013-154
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:55 pm

CORRECT

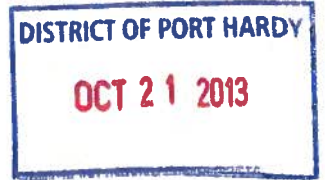
APPROVED

DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

MAYOR

REGULAR COUNCIL MEETING October 22, 2013			
Addendum, Email request (Oct.21/13) from National Union of Public and General Employees to proclaim November 6, 2013 as Community Social Services Workers Appreciation Day. Proclaim November 6, 2013 as Community Social Services Workers Appreciation Day in Port Hardy	So proclaimed. Issue proclamation, post to website	LD	Done
Recommendations to Council from the In-Camera Meeting of Oct 22/13 a. Approve Grass Roots Garden Society Lease	Approved as presented. Proceed with Lease	JL	Done
b. Proposal from Port Hardy RV Resort to remove the dedication of highway associated with that portion of municipal road formerly known as Port Hardy Forest Service Road	Approved as presented. Proceed with bylaw etc.	JL	Awaiting survey plan from applicant's surveyor.
C/Shaw, new Associate Regional Director at the Mt.Waddington campus	Invite to Committee of the Whole meeting	JL	Done
Op Scvs Comm, draft minutes Oct 17/13 and recommendation: that the following dates be considered for the Community Recreation Program Trail Enhancement completion ceremony: Sunday Dec 1st, Mon Dec 2nd & Sunday Dec 8th	Direction to staff to proceed with Sunday Dec 1st as the Community Recreation Program Trail Enhancement completion ceremony	PS	Planning in progress
Dir Financial Services (Oct 7/13) re: Purchase light duty vehicle for the utilities operations.	Approved. Proceed with purchase	AM	In progress
Dir Financial Services (Oct 11/13) re: Climate action carbon neutral fund policy CP2.19	Approved. Distribute policy	LD	Done
CAO & Dir. Corp & Dev Services (Oct 10/13) re: Membership – Community Consultative Committee	Approved as presented Undertake position of ninth CCC membership in 2014 when additional member expires take place	JL/LD	Done
CAO & Dir. Corp & Dev Services (Oct 17, 2013) re: Fire Services Review Study.	Approved: Fire Services Review awarded to FireWise consulting Ltd. As per its proposal dated Aug. 27/13 in the amount of \$18,335 plus GST with \$10,000 of the work cost to be completed in 2013 and paid for from the 2013 budget and the balance of the work to be undertaken in 2014. Advise proponent	JL	Done

	<p align="center">REGULAR COUNCIL MEETING September 24 , 2013</p> <p>Recommendations approved. Draft as requested 2014 user rates bylaw</p>		
<p>Finance Committee, minutes Sept 24, 2013 Recommendations to Council: That the 2014 user rates bylaw is presented to Council at a future council meeting</p>	<p align="center">REGULAR COUNCIL MEETING August 27 , 2013</p> <p align="center">ACTION</p> <p>Waiting for 2nd draft</p>	<p align="center">WHO</p> <p>JL</p>	<p align="center">STATUS /COMMENTS</p> <p>Presentation to Council and public information meeting on December 11/13</p>
<p align="center">ITEM</p> <p>Zoning Bylaw 1010-2013</p>	<p align="center">REGULAR COUNCIL MEETING May 7 , 2013</p> <p>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</p>	<p align="center">WHO</p> <p>PS</p>	<p>Working with Committee and C/Hemphill on final concepts Done -First Nations consultation underway Done - First Nations art work commissioned.</p>
<p>Costs for information stands at Carrot Park.</p>	<p align="center">REGULAR COUNCIL MEETING April 9 , 2013</p> <p>Contact CSW re: Building an interpretive Center</p>	<p align="center">WHO</p> <p>RD</p>	<p>Pending GDF-Suez action</p>
<p>Cape Scott Windfarm Interpretive Center</p>	<p>Prepare grant application. Bring to Council for further consideration</p>	<p align="center">WHO</p> <p>PS</p>	<p>Estimates and quotes to Dir. Ops, next step, meet to discuss quotes, Construction spring 2014.</p>
<p>Cenotaph Project</p>			



October 14, 2013

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

Dear Ms. Parnham:

Re: The future of Canada Post

Next year, the federal government will look at how it handles public postal service with a review of the Canadian Postal Service Charter. This review is important because the government could reduce Canada Post's obligation to provide service or even lay the groundwork for privatizing or deregulating our public post office.

Canada Post has been holding consultations on the future of our public postal service to prepare for the upcoming charter review. The corporation has been clear. It wants to dramatically cut service to improve its financial situation.

Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. Fortunately, the corporation has other options according to a new study by the Canadian Centre for Policy Alternatives (CCPA).

CCPA study: Why Canada Needs Postal Banking

The CCPA study is entitled *Why Canada Needs Postal Banking*. It makes a powerful case for preserving postal services and improving Canada Post's financial picture through the addition of financial and banking services.

The study looks at the changing banking environment in our country as well as our post office's experience with banking. In addition, it reviews the status of postal banking around the world, highlighting five successful models in the United Kingdom, France, Italy, Switzerland and New Zealand. Having established that there is a need for improved financial services in our country and viable models in other countries, the study concludes by suggesting possible models for postal banking in Canada. It recommends that the federal government and Canada Post immediately establish a task force to determine how to deliver new financial services, and establish priorities for delivering new products.



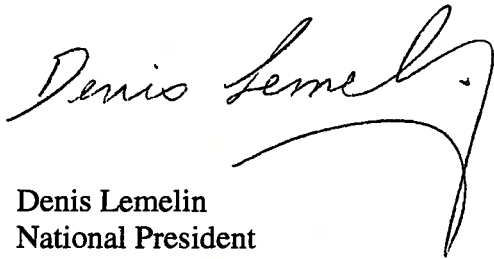
CUPW has enclosed an executive summary of the CCPA study. You can get the full report by going to <http://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

The union has also enclosed two resolutions that it would like you to consider passing. These resolutions request that you ask the Minister Responsible for Canada Post:

1. To use the upcoming review of the Canadian Postal Service Charter to focus on revenue-generating services, not cuts, including financial services such as bill payments, insurance and banking.
2. To improve the Canadian Postal Service Charter and make the upcoming review of the Charter open to public input.

Thank you very much for considering our request. If you have any questions or concerns, please do not hesitate to contact me.

Yours truly,



Denis Lemelin
National President

Encl.

cc. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists

/bk cope 225

CANADIAN POSTAL SERVICE CHARTER REVIEW SHOULD FOCUS ON REVENUE-GENERATION, NOT ADDITIONAL CUTS

WHEREAS the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

WHEREAS Canada Post is preparing for the review by campaigning for major service cuts.

WHEREAS Canada Post has already dramatically cut service by closing or downsizing public post offices, eliminating rural mailbox delivery and removing street letter collection boxes.

WHEREAS Canada Post and the federal government should do everything in its power to prevent additional cuts during the upcoming review, and instead deal with financial issues by adding revenue-generating services like many other post offices around the world, including lucrative financial services like bill payments, insurance and banking.

BE IT RESOLVED THAT the (name of municipality, business or organization) write a letter to the Minister responsible for Canada Post to request that the government consider innovative ways to generate postal revenue during the Charter review, including financial services like bill payments, insurance and banking.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to:

1. Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
2. Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>
3. Claude Dauphin, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

FOR FURTHER INFORMATION

Contact us at "Charter Review" 377 Bank Street, Ottawa Ontario, K2P 1Y3 or feedback@cupw-sttp.org

IMPROVE THE CANADIAN POSTAL SERVICE CHARTER

WHEREAS the federal government will look at how it handles public postal services with a review of the Canadian Postal Service Charter in 2014.

WHEREAS the public has a right to have input on matters involving its publicly owned post office.

WHEREAS the current Charter has a number of serious problems that need fixing.

WHEREAS the government could use the Charter review to reduce our public post office's obligation to provide service (instead of improving the Charter) and even lay the groundwork for privatizing or deregulating Canada Post.

BE IT RESOLVED THAT the (name of municipality, business or organization) write a letter to the Minister responsible for Canada Post to request 1) that the upcoming review of the Canadian Postal Service Charter be open to public input and 2) that the Charter be improved by:

- Ensuring that the moratorium on post office closures in small and rural communities protects the public nature of post offices
- Eliminating the exceptions to the moratorium
- Extending the consultation process over possible closures and making the process and moratorium more transparent
- Establishing an independent Canada Post ombudsperson to report on Canada Post's performance in meeting Charter expectations
- Establishing a reasonable, uniform and democratic process for making changes to the postal and delivery network (closures, downsizing, removal of rural mailboxes, etc), but only after consultation with the public and other stakeholders.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to:

1. Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
2. Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>
3. Claude Dauphin, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

FOR FURTHER INFORMATION

Contact us at "Charter Review" 377 Bank Street, Ottawa Ontario, K2P 1Y3 or feedback@cupw-sttp.org

SUMMARY

Why Canada Needs Postal Banking

John Anderson





CCPA
CANADIAN CENTRE
for POLICY ALTERNATIVES
CENTRE CANADIEN
de POLITIQUES ALTERNATIVES

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ABOUT THE AUTHOR

John Anderson is an independent researcher and consultant. He is the former Director of Parliamentary Affairs for the Official Opposition, and, before that was Director of Government Affairs and Public Policy for the Canadian Co-operative Association. He has also been a Senior Policy Analyst at the National Council of Welfare and the Vice-President of Strategic Partnerships and of Research for the Canadian Council on Social Development. In the nineties, he was Co-ordinator of the Technology Adjustment Research Program of the Ontario Federation of Labour. He is the author of and researcher on numerous studies and briefs on the economy, poverty, technology and the workforce, co-operatives and Aboriginal issues. He received his education at McGill University, University of Sussex and the London School of Economics. He has taught at McMaster, Western and York Universities. He has been a long time supporter of and participant in the CCPA Alternative Budget process.

ACKNOWLEDGEMENTS

The author would like to thank the Canadian Union of Postal Workers (CUPW) for their generous support of this research. The views are the author's own and do not necessarily reflect those of CUPW. He would like to especially thank Katherine Steinhoff and Geoff Bickerton of CUPW for their help and for their own groundbreaking research on this topic. He would also like to thank all those who agreed to be interviewed for this project and all those who helped review the manuscript. Thanks are due to the dedicated staff at CCPA especially Bruce Campbell, David Macdonald, Kerri-Anne Finn, and Tim Scarth for his work on layout. Also a very special thanks to the translation team at CUPW, including Guy Laflamme, Manon Parrot, Anne Boulet, Charles Drouin and Maryse Prévost for all their excellent work and suggestions.



Summary

Why Canada Needs Postal Banking

OVER THE LAST two decades, we have seen a major decline in the number of branches and locations for banks and credit unions. In 1990, there were almost 8,000 branches (7,964) and, by 2002, the number had fallen to 5,908, a decline of 26%.

The Canadian Bankers' Association reports that, between 2006 and 2012, there was a small increase in the number of bank branches in Canada: from 5,902 to 6,205. But since 1990, there has been a decline of more than 1,700 branches, a 22% drop, and the number of branches increased by only 5.1% from 2002 to 2012, with most of the new branches added in Ontario (195), Alberta (98), and British Columbia (37).

In many communities today, credit unions or caisses populaires are the only financial institution. In 2012, the Credit Union Central of Canada reported that credit unions were the only financial in-

stitution in 380 communities. The Desjardins Group noted in 2013 that caisses populaires are the only financial institution in 388 towns and villages in Quebec. But the total number of credit union and caisse locations has also dropped from 3,603 in 2002 to 3,117 in 2012, a decline of 13.5%.

The Rise of Banking Fees and High Credit Card Rates

In 2010, a study by Vision Critical (commissioned by ING Direct bank before it was taken over by the Bank of Nova Scotia) found that banking fees in Canada were among the highest in the world. More than half of Canadians (55%) have fee-based chequing accounts and, on average, pay \$185 per year in fees for these accounts. Credit card rates remain high in spite of

low Bank of Canada prime rates. Typical bank card interest rate hover around 20% annually and department store cards are closer to 30%.

ATM, Internet, Telephone Banking

The decline of branch banking is not only linked to banks rationalizing their bricks-and-mortar locations. It is also linked to the rise of ATMs, Internet and telephone banking. Today there are more than 58,000 ATMs across Canada, 61% of them so-called white machines owned by non-bank companies. Online banking has grown at a tremendous rate in recent years, with 67% of Canadians now using this form of banking, according to a CBA study. The study also noted that 47% of Canadians “now use the Internet as their main means of banking, up from 8 % 12 years ago.”

Retail Store Banking

Canadian Tire, WalMart, and PC Financial (to name only the largest) are all major challengers to the traditional banks. Clients of these institutions are not using traditional bank branches. There has also been a rise of branchless banking. ING Direct Canada, a branchless bank, which was originally a subsidiary of a major Dutch bank, now has some 1.8 million clients and almost \$40 billion in assets. It was absorbed by the Bank of Nova Scotia in 2012, but still maintains autonomous activity.

Fringe Financial Institutions

Another major change in the banking environment that shows there is an opening for new financial services is the rise of Fringe Financial Institutions. These FFIs provide short-term loans and cheque cashing services, as well as money transfers and prepaid credit cards.

While offering services customers want, the interest rate charges for their services on an annual basis can only be considered usurious. A study of FFIs in Prince George, B.C., for example, concluded: “Given that the average pay-day loan in Canada is \$280 for a 10-day period, a pay-day lender in B.C. can now legally charge \$64.40 for this transaction. This computes to a nominal annual percentage rate of interest (APR) of 839.5%.”

These are extremely profitable operations. DFC, the owner of Money Mart, the largest Canadian pay-day loan firm, made global profits before tax of \$387 million on revenues of \$1.062 billion in 2012, and 28.7% of their total global revenues for the fiscal third quarter 2013 came from Canada.

A new group of Internet branchless companies, such as Zippy Cash and Wonga, have also started up in Canada in the last few years. In Canada, on the Wonga website, the cost for a \$200 loan for 30 days is \$40.10, or a rate of over 240% per year.

The rise of this kind of institution is linked in a chicken-and-egg fashion to the increase in the number of “unbanked” or “underbanked.” It is estimated that between 3% and 15% of the population do not

have a bank account. If we take the lowest figure of 3% that was estimated to be 842,000 people in 2005. Today, the number of unbanked, using the same method of calculation, would approach 910,000.

Aboriginal communities remain largely without banks or credit unions. Over the past decade, the Aboriginal population has increased dramatically, growing by 20.1% between 2006 and 2011. Some 1.4 million people now identify as Aboriginal, or 4.3% of the Canadian population. But banks and credit unions lag behind in providing services. While the major banks all have Aboriginal services, there are very few branches on reserves. There are 615 First Nations communities in Canada today and many other Métis and non-status communities. A quick tally of branches of banks and credit unions on reserve shows only 54.

All these trends in financial services have opened up the potential for the entry of new banking and financial services in Canada. They show there is a market demand that is not being met by the existing major banks and credit unions.

Postal Banking: The Canadian Debate

Postal banking is not something new to Canada. For over 100 years after Confederation, Canada had a postal savings system.

The high point of deposits for the Post Office Savings Bank was \$47.5 million total in 1908. This would be around \$1 billion in today's money. The total shrank to \$17.2

million in 1968. In 1968, the Postal Savings Bank was closed down, although the legislation still remains on the books.

Today, over 45 years later, the debate around the need to revive or relaunch a Post Office Bank has begun to grow again.

In 2005, a study from Library of Parliament research services supported the extension of financial services as an important means of preserving the post office across Canada, and particularly in rural areas. "At present, the idea of establishing a postal bank underpinned by Canada Post's network is not based primarily on a need to change the banking landscape. Rather, it stems from the growing need to breathe new life into Canada Post so that it can both cope with globalization and guarantee universal postal service, which is a real, if not official, part of its social mandate, particularly in rural areas."

A recent study by the Conference Board of Canada, commissioned Canada Post, provided a positive analysis of the effects of financial services in post offices around the world, but failed to recommend financial services or even to examine their possible application in Canada, on the grounds that a highly developed banking system in Canada left no room for a postal banking option.

Public support has been confirmed in a recent survey by Strategic Communications of 1,514 Canadians from May 24–26, 2013, commissioned by the Canadian Union of Postal Workers. The survey showed that nearly two-thirds (63%) of Canadians "supported Canada Post expanding revenue-generating services, including financial

services like bill payments, insurance and banking.” Politically the New Democratic Party has supported the expansion of financial services in Canada Post.

Postal Banking Around the World

Postal banking has deep roots internationally and is entering a period of expansion of services. This has been shown in a major global study of postal banking recently carried out in 2012 by researchers of the Universal Postal Union, of which Canada is a member.

The UPU report shows that, “After banks, postal operators and their postal financial subsidiaries are the second biggest world-wide contributor to financial inclusion, far ahead of microfinance institutions, money-transfer organizations, co-operatives, insurance companies, mobile money operators, and all other providers of financial services.”

There are many large and important postal banking operations around the world, from Japan Post Bank, the world’s largest deposit holder with ¥203 trillion (c\$2.15 trillion) in assets, to the Postal Savings Bank of China, the fifth-largest commercial bank in China with over 400 million customers, to the Deutsche Post Bank, which is now owned by Deutsche Bank but remains one of the largest in Germany with its own network of over 100 branches and 4,500 postal outlets.

Our study does not examine these banks, but rather looks at five successful

models in industrialized countries — the United Kingdom, France, Italy, Switzerland, and New Zealand — which have all maintained an important relationship between the financial services offered through post office outlets and the post office. These countries have been chosen because of their relevance to Canadian options. In all five countries, the Post Office is publicly owned, although the UK is in the process of privatizing its delivery services, the Royal Mail, while keeping the Post Office public.

The United Kingdom’s Post Office’s financial services, in their present form, offer a model which is based on a major partnership with a private sector financial institution, some new products, as well as access for customers of most existing banking services.

France’s Banque Postale is a chartered bank owned by the Post Office that offers a wide range of products, including insurance, and is particularly concerned with offering products to the NGO and mutual sector, as well as to low-income citizens. The bank makes the list of the world’s top 50 safest banks.

Italy’s BancoPosta presents the model of a non-chartered bank that offers a wide range of services and excels in offering them through mobile phones as well as banking cards.

Switzerland’s PostFinance, wholly owned by the Swiss Post Office, is the leader in money transfers and one of the largest banks in a country famous for its private sector banking. It has just this year become a chartered bank. It also offers

FIGURE 1 Summary of Postal Banking Models and Services in the United Kingdom, France, Italy, Switzerland and New Zealand

Postal Financial Services	Name of Financial Services Institution(s)	Structure of ownership of Financial Services	Services Offered	Bank Charter	% of Post Office sales or profits for latest year	Rank of Services
United Kingdom	Post Office	Main partnership with Bank of Ireland and agreements with other banks	All financial services, including new chequing accounts	No	25% of sales	No ranking
France	La Banque Postale	La Poste	All services	Yes	36% of before-tax earnings	44 th Safest Bank in World
Italy	BancoPosta and insurance companies	Poste Italiane	All services; savings in partnership with the CDP (Cassa Depositi e Prestiti)	No	67% of total profits	Largest retail bank in Italy
Switzerland	PostFinance	Swiss Post, with partnership on all loan and insurance products	All services	Yes	71% of total Swiss Post operating profits	Number 1 in payment services and number 3 in customers
New Zealand	Kiwibank	NZ Post	All services	Yes	70% of profits	Largest NZ-owned bank

mortgages and loans in partnership with major private sector financial institutions.

Finally, Kiwibank, owned by New Zealand Post, is a relatively new entrant in the world postal banking sector and has been able to offer a wide range of services, including special mortgage products to low-income earners and to the Maori community.

Postal Banking for Canada

When we examined these five national postal banking systems in detail, we found that they were all successful in their own way. However, success did not seem to be

linked to the particular form of structuring of the financial services (which ranged from full ownership by the Post Office to various kinds of partnership with the private sector), or to the kind of products offered, as some offered all major financial products and some fewer. The diversity in successful models shows that the key component for success seems to be characteristics of the Post Office itself, including widespread locations, trust in the institution, and the staff.

Why Postal Banking?

Our study shows clearly that postal banking would succeed in Canada and would help improve and stabilize Canada Post's services and revenues. The five post offices we studied in other countries are all publicly owned, and receive a substantial percentage of their sales and profits from financial services while other sources of revenue declined.

The rise of virtual and new retail banking and the growth of Fringe Financial Institutions in Canada show that the traditional financial banking sector is not meeting all the needs of Canadians. Millions of Canadians have opened accounts in or are using the services of these new institutions; but, although they operate in a similar fashion to traditional banks, they tend to be concentrated in urban areas and are not available in many parts of the country.

A new Canada-wide financial institution could offer products and services that challenge the existing patterns. The ability to offer competition for existing fees would be helped by the fact that banking services would be delivered through existing premises and staff. Use of the e-post system, as well as existing Canada Post delivery services, could help keep costs low.

Clearly, offering postal financial services would allow the millions of Canadians without local bank branches or easy access to banking the access they need.

First, there are many Canadians living in large parts of Canada who lack physical access to banks or credit unions. The

number of bank and credit union branches has shrunk over the last two decades. In rural Canada, many bank branches have closed in small towns and, while credit unions have purchased some of these branches, this process has slowed markedly in recent years.

Because postal outlets are present in both rural communities and inner city neighbourhoods, new postal banking could offer to citizens and businesses in many communities banking services where they do not currently exist. In Northern and rural Canada, on Aboriginal reserves, and in the three Northern territories, there have always been fewer banks and credit unions than are needed. (There are no credit unions in the territories.)

Second, it is estimated that some 3% to 8% of Canadians do not have a bank account. This represents a potential of more than a million new customers for postal financial services. Many Canadians use fringe financial services at a high personal cost. New postal banking services could also be combined with legislation requiring the immediate roll-back of FFI interest rates to bring them in line with existing banking rates.

The Kiwibank and Banque Postale are both excellent examples of how a postal bank can offer special services to low-income people, such as home mortgages, rent-to-buy, and even social housing loans. In the case of Kiwibank, a special mortgage program for Aboriginal peoples has been developed that could be replicated in Canada.

Canada Post's Banking Advantages

- Canada Post has the largest network of retail outlets already in place across Canada.
- Canada Post had a total of almost 6,400 postal outlets in 2012.
- 3,800 Canada Post outlets (60%) are in rural areas where there are fewer banks and credit unions. The post offices in these locations could provide key services for individuals, but also for local businesses.
- Some communities in Canada have a postal outlet, but no other (or limited) banking services, especially since the closure of 1,700 bank branches and hundreds of credit unions over the last two decades.
- Canada Post has a high trust factor among Canadians, and an already existing skilled and stable workforce of 68,000 employees, some of whom could easily be trained to handle financial services. Thus it would not mean starting from scratch, but rather building on what already exists.
- Many Canada Post outlets are already open 6 or 7 days a week and could operate longer daily hours if necessary. Many of them are located in drug stores or small convenience stores with long weekday and weekend opening hours.
- Since Canada Post is owned 100% by the federal government, it could use

the expertise developed at the Bank of Canada, the Business Development Bank of Canada, Farm Credit Canada, Canada Mortgage and Housing Corporation, Export Development Canada, and Canada Savings Bonds.

The financial services Canada Post could provide would be tested regionally first; would be fair and transparent; be delivered from bricks-and-mortar branches as well as through the telephone and Internet; expand existing services; and contribute to financial literacy. All services, of course, would be profitable for Canada Post to provide.

Canada Post already provides some financial services, such as postal money orders, domestic and international money transfers, bill payment and financial transaction and payment notices, and prepaid Visa cards.

Brand new services could consist of:

- access by all banks and credit union customers to their accounts to deposit or withdraw cash, as is the case in the UK;
- savings accounts and low-fee chequing accounts;
- low-interest credit cards; and
- prepaid debit cards.

In the future, services could be extended to:

- mortgages;
- small-business loans and agricultural loans;

- insurance products;
- mutual funds and stocks; and
- special new products for low-income and Aboriginal peoples.

Canada Post financial services should offer new competitive products to all Canadians, but they could also make sure that there were special services offered to low-income and Aboriginal Canadians, similar to services offered by both the French and New Zealand post office financial systems.

The postal bank could also provide special services for NGOs and social economy organizations. The Banque Postale in France has become a banker for NGOs, social economy and mutual organizations in fields such as social housing. For a while it looked as though Citizen's Bank would take on this role in Canada, but its retreat from the sector means that once again there is no bank specializing in the needs of this kind of business.

Delivering Financial Services

Canada Post Corporation could examine the optimum method of delivering these services. This could be done by establishing a task force of experts from the financial and postal services to examine how they are delivered in other jurisdictions, the best method for Canada Post (in terms of profit and sales), and the best method for users of these services.

Who Should Own the Services?

There are several possibilities:

- Create a non-chartered bank — a Canada Post-owned subsidiary — to deliver financial services. This is the route taken in Italy
- Create a chartered bank wholly owned by Canada Post. This is the route taken by France, Switzerland, and New Zealand
- Create a bank to deliver some of the services and partner with banks and others to deliver the rest. This is the route taken by Switzerland.
- Create a national credit union or mutual to deliver the financial services in partnership with Canada Post. A national credit union is one such possibility, as it would allow for widespread ownership by Canada Post employees as well as the public.
- Partner directly with one or more financial institutions to deliver the services. This is the route taken in the U.K.

What Mix of Financial Services Should Be Offered? Who Should Deliver Them?

Canada Post already has partnerships with a number of different institutions that could be approached to assist with these services. Once the first question is answered, the second one could be exam-

ined and the experience of other countries taken into account.

All potential partnerships, if that is a route taken, should be determined by open tender on delivering a service for a specific period of time. With its 6,400 outlets, which often serve populations with no competition in financial services and sometimes no services at all, Canada Post would undoubtedly be courted by many financial institutions anxious to supply services. There is also no reason to necessarily have all services provided by the same stakeholder or stakeholders across the country.

Whatever the ownership mechanisms, some services could be completely owned by Canada Post and others delivered by a partnership with existing credit unions or banks. Partnerships could be made nationally or developed on a regional basis. This would also allow Canada Post to partner with regionally-based credit unions and *caisses populaires* in different provinces.

The question of delivery has become easier with the uptake in Internet and mobile phone technology. For example, the UK Post Office Ltd. delivers its services with a core of 300 financial specialists, as well as trained Post Office staff for 11,500 outlets. Internet and telephone technologies allow people in remote areas to connect with financial specialists.

Conclusion

- Canada's existing financial and banking system is not providing competitive services to Canadians, nor adequate service to many of the under- or unbanked.
- Canada's postal system has a long history of delivering financial services. Currently delivering some products, it could develop a full banking system.
- Postal banking systems are proliferating around the world and are prominent in most of the developed countries. They have shown themselves capable of generating the additional income needed to preserve the postal system as traditional letter volumes decline.
- Analysis of the postal banking systems in the five developed countries we have selected has demonstrated that there are many ways of creating a successful system. We can use the experience of these countries to create our own model in Canada.
- Our study concludes that the idea of Canada Post expanding into financial services is a sound one. Other studies, as well as opinions of past Canada Post presidents and experts around the world, have reached the same conclusion.
- We recommend that the federal government and Canada Post immediately establish a task force to determine how to deliver new financial services, and determine priorities for delivering new products.

DISTRICT OF PORT HARDY

NOV 04 2013

To Whom it may concern,

My name is Angie Clance and I am organizing the 4th Annual Santa Claus Parade for the town of Port Hardy and other communities on the North Island. The parade will take place on December 1st 2013 at 4:00 p.m. downtown Port Hardy.

I am needing approval for street closure from 3:45 - 4:30 as well as assistance from the district and its employees to do so. The parade will start and the (A&W entrance/exit) at the Thunderbird Mall, going left onto Granville Street, turning right onto Rupert Street, then left onto Gray street, then left onto Market Street ending at Carrot Park (Highway 19 - Market Street).

If you need any other information please feel free to contact me at 250-949-7248 or at aclance@monk.ca

Thank-you for your time,

Sincerely


Angie Clance



Agenda

OCT 29 2013

Ref.: 81382

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

Dear Mayor Parnham:

I am writing to thank you for the opportunity to meet with you and members of your council at the Union of British Columbia Municipalities Convention in Vancouver on September 17, 2013, during which we discussed BC Hydro transmission line capacity for northern Vancouver Island.

Thank you for bringing your request for a transmission line upgrade to my attention. BC Hydro advises me that the existing transmission line can handle current and anticipated load demand. Expanding transmission infrastructure ahead of need will cause upward pressure on electricity rates. The Government's Jobs Plan underscores the importance of economic development opportunities. At the same time, my mandate letter requires that I minimize rate increases to consumers and industry while continuing to build hydroelectric and transmission infrastructure.

BC Hydro's draft Integrated Resource Plan, which was released for additional public consultation during September 3 to October 18, 2013, is an opportunity for the District of Port Hardy to provide feedback to BC Hydro on the infrastructure requirements it is proposing in the short to medium term.

It was a pleasure to meet with you and your council in Vancouver.

Sincerely,

Bill Bennett
Minister

.../2

pc: Mr. Les MacLaren
Assistant Deputy Minister
Electricity and Alternative Energy Division
Ministry of Energy and Mines

Mr. Greg Reimer
Executive Vice President
Transmission and Distribution
BC Hydro



District of Port Hardy Harbour Authority

P.O. Box 68, Port Hardy, B.C., V0N 2P0

Office Phone: 250-949-6332

Cell: 250-949-0336 Fax: 250-949-6037

E-Mail Address: phfloats@cablerocket.com



October 28, 2013

Rick Davidge
Chief Administrative Officer
District of Port Hardy
7360 Columbia St.
Port Hardy, B.C.
V0N 2P0

Re: Port Hardy Harbour Authority Spring and Summer Report for 2013.

Dear Mr. Davidge:

This year has proven to be a busy year for the Harbour Authority. Early this spring the Harbour Authority conducted a highly successful debt collection campaign using the BC Warehouse Liens Act. Over \$12,000 in bad debt was collected during this campaign. Vessel owners were given the appropriate notice, their vessels advertised for the required time in the local new paper. All but one vessel owner targeted paid or came to an agreement with the Harbour to make payments. The sailing vessel Virginia Maddison was advertised and sold during the public auction for the sum of \$1000.00.

A busy spring was followed by a later than normal start to the busy summer season. The typical increase in vessel traffic and moorage revenues were not observed until August and through September. An active gillnet and seining season buoyed revenues through September and early October.

The Summer T-Floats were installed the end of May and removed the last week of September this year. The fixed position of the gangway provided stability to the float system and the electrical system functioned as intended without any disruptions to service for the summer season. One break in the water line occurred early on, however, this was repaired and the addition of an extension on the water line between several of the floats should prevent this from happening again. The floats and anchor lines were all re-labeled before removing the Summer T-Floats to ensure an easy installation for 2014.

Parking revenues for 2013 have already reached \$25,000. This is a significant increase in revenues over previous years; however, it has not come without its share of headaches. Towing of vehicles highlighted several areas where immediate changes in signage and ticket wording were needed. These were completed, however, more stencils and work re-designing the long-term parking to accommodate boat trailers remains to be done to ensure this process goes more smoothly for 2014. We are of the opinion that a contractual agreement between the District and a towing company needs to be developed to ensure consistency in towing practices for 2014. A significant number of break-ins also occurred this year and the District may want to look at increasing security and or surveillance of the parking lots.



District of Port Hardy Harbour Authority

P.O. Box 68, Port Hardy, B.C., V0N 2P0

Office Phone: 250-949-6332

Cell: 250-949-0336 Fax: 250-949-6037

E-Mail Address: phfloats@cablerocket.com



Works around the harbour this summer included the replacement of the short gangway leading to the loading zone at Fisherman's Wharf with a longer aluminum gangway. Transition plates were added to the bottom of the gangways and between the fingers at Fisherman's Wharf. Plumbing fixtures and leaks were also replaced or repaired where necessary. Another significant improvement to Fisherman's Wharf was the replacement of the water line leading to the fish cleaning table and the paving of the upper boat ramp. A new fish cleaning table is slotted for installation in early 2014. It will be oriented parallel to the launch floats to allow for a better flow of foot traffic and goods.

Late summer saw repairs occurring on the Seagate Pier. Fifty pilings, several whalers and associated hardware were changed over several weeks. Work replacing the main load bearing beam at the terminal end of the Fisherman's Wharf Pier occurred after work on the Seagate Pier was completed. Several pilings that have been leaning at a dangerous angle adjacent the boat launch were also removed. Both projects were completed by Joe McAllister of Tuff Marine Products, the later project being SCH funded.

Vessel traffic is starting to slow down for the Fall/Winter season and focus has shifted to repairs to the Summer T-Floats, plank replacement around Fisherman's Wharf, power washing and other minor maintenance at all the sites.

A summary of vessel traffic compiled for SCH up to September is also attached for your review.

If you have any questions with regards to the aforementioned details please do not hesitate to contact me at 250-949-9450.

Regards,

David Pratt
Harbour Manager



Record Number of Vessels and total Vessel Meters¹ in each listed category on the Peak Day² day of each month (for each harbour)

		2012												Totals																							
		Jan-13			Feb-13			13-Mar			13-Apr			May-13			13-Jun			13-Jul			13-Aug			Sep-13			12-Oct			12-Nov			12-Dec		
# of Vessels	Meters	Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		Peak Day		# of Vessels	Meters				
		Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters	Vessels	Meters								
Commercial Fishing Vessels (Including First Nation Commercial Fishing)																																					
TOT	41	572.8	44	614.7	45	628.	68	950	70	977.	908.	810.	963.	85	7.5	118	991.	754.	656.	71	9	54	4	47	6	717	17										
AL	6	49.7	2	16.7	4	33.1	7	58	1	58	3	69	7	85	7.5	118	991.	754.	656.	71	9	54	4	47	6	717	17										
Aquaculture Vessels																																					
TOT	6	49.7	2	16.7	4	33.1	7	58	8	66.2	11	91.1	5	43.8	2	15.8	2	16.1	2	15.5	2	14.9	2	15.5	2	473.	2										
AL	6	49.7	2	16.7	4	33.1	7	58	8	66.2	11	91.1	5	43.8	2	15.8	2	16.1	2	15.5	2	14.9	2	15.5	2	473.	2										
Recreational/Pleasurecraft Vessels																																					
TOT	20	219.2	23	252.1	28	306.	307.	339.	31	339.	394.	624.	493.	372.	372.	372.	372.	386.	385.	35	384	35	1	35	5	446	6										
AL	20	219.2	23	252.1	28	306.	307.	339.	31	339.	394.	624.	493.	372.	372.	372.	372.	386.	385.	35	384	35	1	35	5	446	6										
FSC Aboriginal Fishery Vessels³																																					
TOT	5	57.5	5	54.9	3	35.9	4	46.4	6	60.7	4	47.1	2	23.5	2	25.1	3	36.2	3	26.8	3	37	2	26.8	496.	8											
AL	5	57.5	5	54.9	3	35.9	4	46.4	6	60.7	4	47.1	2	23.5	2	25.1	3	36.2	3	26.8	3	37	2	26.8	496.	8											
Commercial Recreational Fishery Vessels																																					
TOT	4	37.3	5	47	6	56.1	5	49.2	7	66.4	6	57.2	8	74.6	11	103.	6	55.9	6	50.1	6	57.7	5	50.1	691.	5											
AL	4	37.3	5	47	6	56.1	5	49.2	7	66.4	6	57.2	8	74.6	11	103.	6	55.9	6	50.1	6	57.7	5	50.1	691.	5											
Other Vessels⁵																																					
TOT	5	66.2	7	94.5	7	93.9	7	94.4	9	119.	107.	81.6	145.	108.	108.	108.	120.	120.	93.9	7	93.9	7	93.9	7	93.9	120	4.9										
AL	5	66.2	7	94.5	7	93.9	7	94.4	9	119.	107.	81.6	145.	108.	108.	108.	120.	120.	93.9	7	93.9	7	93.9	7	93.9	120	4.9										
TOT	81	1002.	7	1079.	93	1154	150	163	131	163	168	177	174	174	174	174	160	160	122	134	122	134	122	134	173	173											
AL	81	1002.	7	1079.	93	1154	150	163	131	163	168	177	174	174	174	174	160	160	122	134	122	134	122	134	173	173											

Do you currently have a waitlist at your harbour for commercial moorage? NO
 if yes, how many vessels (and vessel meters) are on the waitlist?



November 05, 2013

**District of Port Hardy
7360 Columbia Street
Box 68 Port Hardy, BC V0N2P0**

To Mayor and Council:

It is that time of year again when the Port Hardy Lions do their Annual Timmy's Road Blocks. We will be doing this on December 7th from 10:00 AM till 2:00 PM.

We respectfully request permission to put up our Road Blocks in the 3 locations as per usual (in front of the Esso Gas station, Downtown and by Robert Scott School). We also require use of your roadblocks if possible.

Thank you in advance and we appreciate the courtesy.

Sincerely

**Sherry Senciw
Secretary Port Hardy Lions**



**MINUTES
DISTRICT OF PORT HARDY
EMERGENCY PLANNING COMMITTEE MEETING OF
OCTOBER 29, 2013 AT 12 NOON
MUNICIPAL HALL, 7360 COLUMBIA STREET**

CALL TO ORDER: Chair Bob Hawkins

Time: 12:06 pm

PRESENT: Bob Hawkins - DPH Emergency Coordinator; Jeff Long – DPH Director of Corporate & Development Services; Al Dodd – Supervisor, Port Hardy Airport; Brenda McCorquodale - Fisheries & Oceans Canada; Gord Brownridge - RCMP Detachment Commander; John Tidbury – DPH Councillor; Brent Borg - Deputy Fire Chief, Port Hardy Volunteer Fire Department

REGRETS: Eric Bergsma – VIHA Environmental Health Officer; Glen Catarata; Norman Champagne - Band Manager, Kwakiutl Band; Dan Earl – Unit Chief, BC Ambulance Service Paramedic Unit; Casey Larochelle - Economic Development Manager, Kwakiutl Band; Gloria Le Gal - RDMW Emergency Program Coordinator; Alison Mitchell - Vancouver Island Health Authority; Schell Nickerson - Fire Chief, Port Hardy Volunteer Fire Department; Sean Mercer - Port Hardy Volunteer Fire Department; Bob Swain - Emergency Program Coordinator, Gwa'sala-'Nakwaxda'xw Nations

APPROVAL OF AGENDA

EPC-12-2013
APPROVAL OF AGENDA
AS PRESENTED

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

ADOPTION OF MINUTES

Minutes of the meeting September 17, 2013

EPC-13-2013
APPROVAL OF
SEPTEMBER 17, 2013
MINUTES AS
PRESENTED

Moved/Seconded/Carried
THAT the minutes of the Emergency Planning Committee meeting held September 17, 2013 be approved as presented.

DELEGATIONS

None

BUSINESS ARISING / UNFINISHED BUSINESS

a) Port Hardy Airport Mock Disaster Exercise – status update

Al Dodd gave an overview of the September 29th airport disaster exercise and indicated that it was an extremely worthwhile undertaking and that the participants were phenomenal. He extended his thanks to everyone for taking part.

Mr. Dodd advised that a debrief meeting was conducted two weeks after the event and some issues were identified. These included such things as the topography / layout of the airport which presented issues for fire flows and resultant drainage, as well as some organizational issues including the parking of response vehicles, some which did not need to be at the emergency scene and impeded other vehicles.

Mr. Dodd distributed DVDs of photographs of the event and thanked Aidan O'Toole of the North Island Gazette for attending and making the effort to capture so many photographs of the proceedings.

b) Emergency Coordinator Position – status update

Jeff Long advised that one expression of interest had been received and that an interview with the candidate would occur next week. Once concluded, staff will advise Council. The Emergency Coordinator position is appointed by Council in accordance with the District's Emergency Program Bylaw.

CORRESPONDENCE

None

NEW BUSINESS

a) Dissemination of Information to Public:

Past experiences associated with the information that is conveyed to the public during emergency events was discussed. This has involved confusion and potential inaccuracies. Jeff Long advised that as part of the learning from tsunami warning events over the past year, that a system for disseminating information vis-à-vis the District's website and Facebook page as well as The Port radio station has been established. In this regard, information would be conveyed directly from the Emergency Operations Centre to these information sources. It was suggested that the Gazette be involved as well.

b) Fire Training:

Councillor Tidbury advised that he met Fire Protection Officer Clint Parker with the Ministry of Forests, Lands and Natural Resource Operations based in Campbell River. Mr. Parker is involved with forest fire operations and advised that he is interested in coming to Port Hardy in the new year to provide training opportunities for the Port Hardy Volunteer Fire Department.

c) Fire Services Review:

Jeff Long advised that Council has awarded the contract for conducting a Fire Services Review to FireWise Consulting Ltd. out of Shawnigan Lake. FireWise will be assessing all aspects of the Port Hardy's fire services including those being provided to its regional district, municipal and First Nations partners, and making recommendations with respect to future facilities needs as well as areas for improvement in the delivery of services.

d) Coast Guard:

Jeff Long advised that construction of the new Coast Guard facilities are well underway on two properties at the foot of Shipley Street. The Coast Guard will stay at its present location on the Seagate Wharf until the end of August, 2014 at which time it will move to the new facilities.

e) North Island Regional Emergency Management Planning Committee:

Councillor Tidbury gave a brief overview of the October 15th meeting in Port Hardy.

f) Participation by Medical Community:

The fact that there has been a lack of participation by the medical community in the local and regional emergency planning committee meetings was raised. Jeff Long advised that VIHA is on the distribution list and that the agenda packages have been sent accordingly. There was consensus on the fact that representation from the local medical community, which would be be a key partner and participant in emergency situations that may affect the Port Hardy area, is an important aspect associated with planning and coordination between agencies.. The Port Hardy Hospital has not had any representation on the Emergency Planning Committee in this regard. Jeff Long advised he would contact Alison McNeill from VIHA who is on the distribution list and see if she could provide direction on who he should contact to try and encourage participation by VIHA / Port Hardy Hospital.

UPCOMING EVENTS

None

NEXT MEETING DATE

Moved/Seconded/Carried

THAT the next meeting of the Emergency Planning Committee be conducted on December 17, 2013 at noon in the Council Chambers of the Municipal Hall.

ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 12:39pm

EPC-14-2013
NEXT MEETING

EPC-15-2013
ADJOURNMENT



**MINUTES
DISTRICT OF PORT HARDY
SUSTAINABILITY COMMITTEE MEETING OF
OCTOBER 17, 2013 AT 4:00 PM
MUNICIPAL HALL, 7360 COLUMBIA STREET**

Present: Chair Councillor Hemphill,
Councillors Tidbury, Shaw Huddlestan

Also Present: Rick Davidge, CAO
Leslie Dyck, Mt. Waddington Health Network

Regrets: Councillor Huddlestan

Call to Order

Time: 4:30 pm

1. Approval of Agenda

AGENDA APPROVED

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

2. Minutes

Minutes of the meeting held June 11, 2013.

MINUTES JUNE 11,
2013 APPROVED

Moved/Seconded/Carried
THAT the minutes of June 11, 2013 be adopted as presented.

3. Delegation

The chair introduced Ms Leslie Dyck, food security coordinator for the Mt. Waddington Health Network.

DELEGATION
MS LESLIE DYCK,
FOOD SECURITY
COORD FOR MT.
WADDINGTON
HEALTH NETWORK

Ms Dyck gave a presentation on the food security project and its purpose namely; to engage the communities, research data and community needs, study the feasibility of a food security networking hub and work with stakeholders on addressing food security needs. A final report will be submitted at year end.

The Committee discussed a variety of programs undertaken in this community regarding local food security. The Chair thanked Ms Dyck for her presentation.

An upcoming Food Security Community Consultation Workshop will be held November 13, 2013 from 10:30 am to 3:00 pm at the old school in Port McNeill

- | | |
|-----------------------------------|--|
| FOOD
CONNECTIONS
CONFERENCE | 4. <u>Business Arising / Unfinished Business</u>
Action Items Review. |
| RESILIENCY
PROJECT | 6. <u>Correspondence</u>
None |
| MULTI-MATERIAL BC | 7. <u>Staff Reports</u>
None |
| FARMERS MARKET | 8. <u>New Business</u>

a) Food Connections Conference October 23, 2013 – Councillor Hemphill reported on the Food Connections Conference she attended.

b) Resiliency Project
The Chair updated the Committee on the Resiliency Projects she attended and sessions of interest. |
| NEXT MEETING
DATE | c) Update on Multi-Material BC (MMBC)
The MMBC program was discussed and the upcoming workshop in Nanaimo was noted. T. Kushner, Director of Operational Services will report out any new information.

d) A community farmers market was discussed for next year. A site for the market is needed. |
| | 9. <u>Next Meeting Date</u>
The next meeting date is Tuesday November 12 at 4:00 pm – to be confirmed. |
| | 10. <u>Adjournment</u>
The meeting adjourned. Time: 4:50 pm |

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002921	02/10/2013	00437	ACME SUPPLIES LTD.	336.39	
002922	02/10/2013	00829	ANA'S HARDY CLEAN	2,169.44	
002923	02/10/2013	01836	ARIES SECURITY LTD.	3,417.75	
002924	02/10/2013	00564	Armtec Nanaimo	2,543.74	
002925	02/10/2013	01145	BLACK CAT REPAIRS	57.12	
002926	02/10/2013	00073	BLACK PRESS GROUP LTD.	1,418.81	
002927	02/10/2013	01988	BRITISH COLUMBIA LIFE AN	1,786.48	
002928	02/10/2013	02468	Canwest Propane	42.47	
002929	02/10/2013	00281	CHEVRON CANADA LTD.	1,717.46	
002930	02/10/2013	01433	COMOX PACIFIC EXPRESS LT	642.86	
002931	02/10/2013	02140	DOUG LLOYD CONTRACTING	156.80	
002932	02/10/2013	01637	EPCOR UTILITIES INC.	4,327.99	
002933	02/10/2013	00058	GUILLEVIN INTERNATIONAL	75.62	
002934	02/10/2013	01875	ISLAND ADVANTAGE DISTRIB	793.57	
002935	02/10/2013	00273	JM'S MOBILE WELDING INC	48.32	
002936	02/10/2013	00069	MACANDALE'S	173.03	
002937	02/10/2013	00014	MINISTER OF FINANCE	2,227.50	
002938	02/10/2013	00588	Minister of Finance	339.15	
002939	02/10/2013	02749	Orach Enterprises Ltd.	4,940.25	
002940	02/10/2013	00217	ORKIN CANADA CORPORATION	72.45	
002941	02/10/2013	00013	PACIFIC BLUE CROSS	7,452.80	
002942	02/10/2013	02780	Pacific Industrial & Mar	59,079.93	
002943	02/10/2013	00203	Port Hardy & Dist. Chamb	168.78	
002944	02/10/2013	00363	PORT HARDY BULLDOZING LT	2,029.44	
002945	02/10/2013	02051	PORT MCNEILL ENTERPRISES	2,079.00	
002946	02/10/2013	00279	REDDEN NET CO. (PORT HAR	50.40	
002947	02/10/2013	00187	REGIONAL DISTRICT OF MT	6,245.72	
002948	02/10/2013	02674	Reliance Foundry Co. Ltd	6,587.70	
002949	02/10/2013	02234	Sutherland Armbrust	560.00	
002950	02/10/2013	00160	TELUS	2,960.78	
002951	02/10/2013	00011	Tidbury, John	41.41	
002952	02/10/2013	00485	TRAN SIGN (1999) LTD.	66.36	
002953	10/10/2013	00044	ACKLANDS - GRAINGER INC.	139.81	
002954	10/10/2013	00046	ANDREW SHERET LTD.	2,336.28	
002955	10/10/2013	00047	B.C. HYDRO	21,369.10	
002956	10/10/2013	02271	BAILEY WESTERN STAR TRUC	160.38	
002957	10/10/2013	02307	BMD Multi-Lingual Techno	322.00	
002958	10/10/2013	02468	Canwest Propane	76.41	
002959	10/10/2013	00281	CHEVRON CANADA LTD.	1,692.98	
002960	10/10/2013	01965	CMJ EQUIPMENT LTD.	1,134.00	
002961	10/10/2013	02822	Corix Water Products LP	1,183.08	
002962	10/10/2013	02817	Cummins Western Canada	471.64	
002963	10/10/2013	02188	D.T. BLASTING LTD.	472.50	
002964	10/10/2013	01476	DOR-TEC SECURITY LTD.	115.25	
002965	10/10/2013	00052	HARDY BUILDERS' SUPPLY	182.10	
002966	10/10/2013	02043	HARNISH SALES AGENCY	428.75	
002967	10/10/2013	02539	Hemphill, Norma	585.45	
002968	10/10/2013	01875	ISLAND ADVANTAGE DISTRIB	464.33	
002969	10/10/2013	00273	JM'S MOBILE WELDING INC	72.48	
002970	10/10/2013	02796	Jones, Daniel	288.50	
002971	10/10/2013	00065	K & K ELECTRIC LTD.	953.62	
002972	10/10/2013	02820	Kencor Heavy Haul Ltd.	1,225.00	
002973	10/10/2013	02378	KGC Fire Rescue Inc.	117.34	
002974	10/10/2013	02489	Marcotte, Rick	106.08	
002975	10/10/2013	01777	MCCARRICK,ALLISON	35.00	
002976	10/10/2013	00304	MONK OFFICE	293.71	
002977	10/10/2013	02824	Myers, Alice	41.41	
002978	10/10/2013	00033	NAPA AUTO PARTS/PORT HAR	1,158.21	
002979	10/10/2013	01014	NICKERSON, SCHELL	102.15	
002980	10/10/2013	01645	NORTH ISLAND COMMUNICATI	146.72	
002981	10/10/2013	00122	Northcall Communications	113.91	
002982	10/10/2013	00487	O.K. Paving Company	12,180.00	
002983	10/10/2013	00075	O.K.TIRE STORE (PORT HAR	39.20	
002984	10/10/2013	02409	Onsite Engineering Ltd.	4,222.79	
002985	10/10/2013	02071	PACIFICUS BIOLOGICAL SER	10,705.72	
002986	10/10/2013	00264	PORT HARDY HERITAGE SOCI	135.99	
002987	10/10/2013	00412	PORT HARDY LIONS CLUB	35.00	
002988	10/10/2013	00107	RECEIVER GENERAL FOR CAN	17,859.94	
002989	10/10/2013	01523	RECEIVER GENERAL FOR CAN	152.48	
002990	10/10/2013	02823	Regional District North	450.00	
002991	10/10/2013	02522	Strathcon Industries	33.06	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002992	10/10/2013	00113	STRYKER ELECTRONICS LTD.	2,119.84	
002993	10/10/2013	02234	Sutherland Ambrust	907.50	
002994	10/10/2013	02562	Textile Image Inc	1,474.33	
002995	10/10/2013	00150	THE SOURCE	224.00	
002996	10/10/2013	02321	TWFOURONE Consulting Lt	948.81	
002997	10/10/2013	00164	Xerox Canada Ltd.	369.73	
002998	17/10/2013	00044	ACKLANDS - GRAINGER INC.	169.37	
002999	17/10/2013	02829	B.C. Hydro	510.00	
003000	17/10/2013	00073	BLACK PRESS GROUP LTD.	1,997.05	
003001	17/10/2013	01805	BUSY B'S DISTRIBUTING	245.79	
003002	17/10/2013	00018	CANADIAN RED CROSS SOCIE	790.36	
003003	17/10/2013	02228	Challenger Sports Ink I	549.60	
003004	17/10/2013	01433	COMOX PACIFIC EXPRESS LT	315.00	
003005	17/10/2013	00020	E.J. KLASSEN MOTORCADE L	264.75	
003006	17/10/2013	02825	Enterprises L.M. Inc.	4,936.44	
003007	17/10/2013	00099	FOX'S DISPOSAL SERVICES	22,540.22	
003008	17/10/2013	00063	HOME HARDWARE BUILDING C	674.42	
003009	17/10/2013	02746	Huddleston, Deborah	151.05	
003010	17/10/2013	00273	JM'S MOBILE WELDING INC	225.48	
003011	17/10/2013	00253	Keta Cable	133.20	
003012	17/10/2013	02007	MARSHALL WELDING AND FAB	1,736.00	
003013	17/10/2013	01419	MURDY & MCALLISTER	5,858.07	
003014	17/10/2013	02002	Neopost	624.41	
003015	17/10/2013	01645	NORTH ISLAND COMMUNICATI	257.25	
003016	17/10/2013	00027	NORTH ISLAND VETERINARY	631.96	
003017	17/10/2013	00175	PARNHAM, BEV	540.91	
003018	17/10/2013	00769	Praxair Distribution	24.47	
003019	17/10/2013	00080	PUROLATOR INC.	36.33	
003020	17/10/2013	00187	REGIONAL DISTRICT OF MT	100.40	
003021	17/10/2013	01990	ROAD RANGER FREIGHT/0702	18.48	
003022	17/10/2013	02306	Terry E. Duncan	3,008.91	
003023	17/10/2013	01026	VIMAR EQUIPMENT LTD.	511.03	
003024	17/10/2013	01934	WIGGINS ADJUSTMENTS LTD.	608.57	
003025	24/10/2013	00735	A.C.E. COURIER SERVICES	70.13	
003026	24/10/2013	00437	ACME SUPPLIES LTD.	395.41	
003027	24/10/2013	02269	Bookstore - Annex Publis	775.27	
003028	24/10/2013	02468	Canwest Propane	46.42	
003029	24/10/2013	00281	CHEVRON CANADA LTD.	1,950.91	
003030	24/10/2013	01724	CHYNA SEA VENTURES LTD.	210.00	
003031	24/10/2013	01433	COMOX PACIFIC EXPRESS LT	362.65	
003032	24/10/2013	02828	Corix Control Solutions	11,527.04	
003033	24/10/2013	02730	CUPE Local 401	642.70	
003034	24/10/2013	01476	DOR-TEC SECURITY LTD.	276.62	
003035	24/10/2013	02831	Exova Canada Inc.	657.34	
003036	24/10/2013	01985	Harbour Signs Ltd.	81.37	
003037	24/10/2013	00052	HARDY BUILDERS' SUPPLY	456.72	
003038	24/10/2013	00194	INT'L UNION OPERATING EN	1,150.54	
003039	24/10/2013	02378	KGC Fire Rescue Inc.	1,349.31	
003040	24/10/2013	00304	MONK OFFICE	409.22	
003041	24/10/2013	00033	NAPA AUTO PARTS/PORT HAR	2,856.85	
003042	24/10/2013	02533	North Island Concert Soc	10,000.00	
003043	24/10/2013	01559	NORTH ISLAND LABS	636.41	
003044	24/10/2013	00217	ORKIN CANADA CORPORATION	963.59	
003045	24/10/2013	00013	PACIFIC BLUE CROSS	7,452.80	
003046	24/10/2013	00269	PETTY CASH (OFFICE)	97.30	
003047	24/10/2013	00080	PUROLATOR INC.	42.18	
003048	24/10/2013	00107	RECEIVER GENERAL FOR CAN	20,041.55	
003049	24/10/2013	01523	RECEIVER GENERAL FOR CAN	320.40	
003050	24/10/2013	00088	Swiftsure Petroleum Dist	39.33	
003051	24/10/2013	00161	TELUS MOBILITY (BC)	1,216.39	
003052	24/10/2013	00089	THE HOBBY NOOK	655.39	
003053	24/10/2013	00011	Tidbury, John	41.82	
003054	24/10/2013	02717	Tourism Association of V	249.38	
003055	24/10/2013	02833	Veronika Valentova	48.00	
003056	31/10/2013	00044	ACKLANDS - GRAINGER INC.	426.00	
003057	31/10/2013	02514	AlSCO	251.34	
003058	31/10/2013	02551	Associated Fire Safety E	507.15	
003059	31/10/2013	02054	BARR PLASTICS INC.	5,031.95	
003060	31/10/2013	02693	BC One Call Limited	51.77	
003061	31/10/2013	01988	BRITISH COLUMBIA LIFE AN	1,758.07	
003062	31/10/2013	01805	BUSY B'S DISTRIBUTING	75.10	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
003063	31/10/2013	02468	Canwest Propane	3,325.47	
003064	31/10/2013	00281	CHEVRON CANADA LTD.	4,170.44	
003065	31/10/2013	00054	DAVE LANDON MOTORS LTD.	86.42	
003066	31/10/2013	02140	DOUG LLOYD CONTRACTING	98.70	
003067	31/10/2013	02557	Frontline Glass Solution	311.93	
003068	31/10/2013	00052	HARDY BUILDERS' SUPPLY	842.54	
003069	31/10/2013	00063	HOME HARDWARE BUILDING C	51.15	
003070	31/10/2013	00065	K & K ELECTRIC LTD.	2,631.63	
003071	31/10/2013	01932	KAL TIRE	2,367.59	
003072	31/10/2013	01752	KELTIC SEAFOODS LTD.	472.84	
003073	31/10/2013	02007	MARSHALL WELDING AND FAB	2,800.00	
003074	31/10/2013	01777	MCCARRICK,ALLISON	787.73	
003075	31/10/2013	00014	MINISTER OF FINANCE	4,039.50	
003076	31/10/2013	02212	NICHOLSON, LISA	45.83	
003077	31/10/2013	00075	O.K.TIRE STORE (PORT HAR	1,152.34	
003078	31/10/2013	00217	ORKIN CANADA CORPORATION	72.45	
003079	31/10/2013	00080	PUROLATOR INC.	93.23	
003080	31/10/2013	00187	REGIONAL DISTRICT OF MT	11,730.65	
003081	31/10/2013	00160	TELUS	2,897.93	
003082	31/10/2013	02789	Terry's Power Equipment	640.25	
003083	31/10/2013	00011	Tidbury, John	41.82	
003084	31/10/2013	02717	Tourism Association of V	706.13	
Total:				362,206.61	

*** End of Report ***





DISTRICT OF PORT HARDY

STAFF REPORT



DATE: October 24, 2013
TO: Mayor and Councillors
FROM: Melinda Dennison, Aquatic Coordinator
RE: **More Handicap Parking**

PURPOSE

Currently there are only two handicap parking spaces provide at the Port Hardy Recreation Center. And it has recently been brought forward to my attention that there more public patrons requiring handicap parking, and that we require more handicap parking for our current regular public patrons.

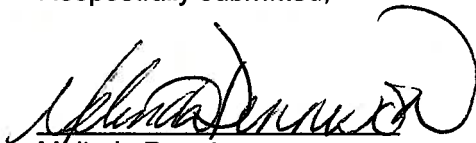
ANALYSIS

As the Aquatic Coordinator to the pool I feel that, by the District of Port Hardy, providing two more clearly marked parking spaces adjacent to the current two will allow more patrons accessibility to the Recreation Centre.

RECOMMENDATION TO COUNCIL

That the council approve two more Handicap Parking Spaces, adjacent to the two current spots provided.

Respectfully submitted,


Melinda Dennison
Aquatic Coordinator

I agree with the recommendation.


Rick Davidge
Chief Administrative Officer



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: October 30, 2013 **FILE:** 530 Council General
TO: Mayor and Councillors
FROM: Jeff Long, Director of Corporate & Development Services
RE: 2014 COUNCIL MEETING DATES

PURPOSE

To present Council with a regular meeting schedule for 2014 for its consideration such that staff can proceed with satisfying notification requirements prior to the new year.

POLICY / REGULATORY CONSIDERATIONS

Section 127 of the Community Charter requires that Council make available to the public, a schedule of the date, time and place of its regular council meetings and that a notice of availability of this meeting schedule be advertised (newspaper and posting at Municipal Hall) in accordance with section 94.

FINANCIAL IMPLICATIONS

None.

ANALYSIS

Council Procedure Bylaw No. 03-2009 requires that regular Council meetings be held on the second and fourth Tuesday of each month at 7:00pm. Given that the November 11th meeting falls on a statutory holiday, it must be held on the next day that the Municipal office is open which is Wednesday, November 12th. The schedule included in the staff recommendation reflects past decisions to reduce the summer (July and August) meetings to one per month. In addition, the December 23rd meeting is proposed to be cancelled during the week in which Christmas Day and Boxing Day occur.

STAFF RECOMMENDATION

“THAT Council approves the following regular Council meeting dates for 2014:

- | | |
|--------------------|--------------------|
| <i>January 14</i> | <i>January 28</i> |
| <i>February 11</i> | <i>February 25</i> |
| <i>March 11</i> | <i>March 25</i> |
| <i>April 8</i> | <i>April 22</i> |
| <i>May 13</i> | <i>May 27</i> |

June 10

June 24

July 8

July 22 - cancelled for summer break

August 12

August 26 - cancelled for summer break

September 9

September 23

October 14

October 28

November 12

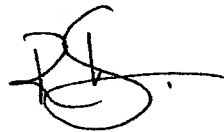
November 25

December 9

December 23 - cancelled for Christmas break"

Respectfully submitted,

I agree with the recommendation.



Jeff Long
Director of Corporate &
Development Services

Rick Davidge
Chief Administrative Officer



**DISTRICT OF PORT HARDY
BYLAW 1017-2013
REVENUE ANTICIPATION BORROWING BYLAW**

A Bylaw to provide for the borrowing of money in anticipation of revenue for the year 2014

WHEREAS the District of Port Hardy may not have sufficient money on hand to meet the current lawful expenditures of the Municipality:

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, by bylaw, without the assent of the electors or the approval of the Inspector of Municipalities, borrow, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the Municipality provided that the total of the outstanding liabilities does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year the amount of taxes during the current year for this purpose shall be deemed to be seventy-five per cent of the taxes levied for all purposes in the immediately preceding year; and
- b) the whole amount of any sums of money remaining due from other governments,

AND WHEREAS the total amount of liability that Council may incur is Three Million Five Hundred and Fifty Six Thousand and Nine Hundred and Forty Eight Dollars (\$3,556,948) being 75% of the whole amount of the taxes levied for all purposes in 2013.

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. This bylaw may be cited for all purposes as "Bylaw 1017-2013 Revenue Anticipation Borrowing Bylaw for 2014".
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality, from the Municipal Finance Authority of British Columbia, an amount or amounts not exceeding the sum of Three Million Five Hundred and Fifty Six Thousand and Nine Hundred and Forty Eight Dollars (\$3,556,948).
3. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by one of the Mayor or Council and one of the Director of Financial Services or the Chief Administrative Officer.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
5. Bylaw 19-2012 – Revenue Anticipation Borrowing Bylaw for 2013 is hereby rescinded.

Read a first time on the 22nd day of October, 2013.

Read a second time on the 22nd day of October, 2013.

Read a third time on the 22nd day of October, 2013.

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

Director of Corporate
& Development Services

Mayor



DISTRICT OF PORT HARDY STAFF REPORT

TO: Rick Davidge, CAO
FROM: Allison McCarrick, DFS
SUBJECT: User Rates and Fees 2014, Bylaw 1016-2013
DATE: October 10, 2013

User Rates and Fees 2014, Bylaw 1016-2013

Purpose

To establish the District of Port Hardy's user rates and fees for 2014.

Background Summary

The increases and changes to the user rates and fees for 2014 as discussed with the Finance Committee on Tuesday, September 10th and 24th have been compiled and are included in the 2014 User Rates and Fees, Bylaw 1016-2013.

Financial Implications

Increases approved were as follows:

1% to water, sewer, garbage and recycling

2.0% to harbour and seaplane base rates

1.75% to recreation rates

The balance of the user rates and fees will remain the same as 2013 with a zero increase.

I have attached the completed User Rates and Fees 2014 Bylaw 1016-2013 for review.

Staff Recommendation:

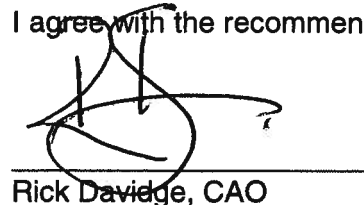
"THAT Council considers User Rates and Fees 2014, Bylaw 1016-2013."

Respectfully submitted,



Allison McCarrick, DFS

I agree with the recommendation.



Rick Davidge, CAO



**DISTRICT OF PORT HARDY
BYLAW 1016-2013
A BYLAW FOR DISTRICT OF PORT HARDY
USER RATES AND FEES FOR 2014**

WHEREAS the Council considers it desirable to charge fees for services provided by the Municipality;

The Council of the District of Port Hardy enacts as follows:

1. TITLE

- (a) This bylaw may be cited for all purposes as the "District of Port Hardy 2014 User Rates and Fees Bylaw No. 1016-2013".

2. ENACTMENT

- (a) This bylaw is in effect January 1, 2014
(b) District of Port Hardy Rates Bylaw 18-2012 and all amendments are hereby repealed effective January 1, 2014.

3. SCHEDULES

- (a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q and R attached to and forming part of this bylaw are hereby adopted and are the rates charged for the District of Port Hardy user rates.

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Schedule E	Statutory Rates	10
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Read a first time on the day of October, 2013.

Read a second time on the day of October, 2013.

Read a third time on the day of October, 2013.

Adopted on the day of November, 2013.

Original signed by:

Director of Corporate
& Development Services

Mayor

Certified a true copy of
Bylaw No. 1016-2013 as adopted.

Director of Corporate
& Development Services

SCHEDULE A - WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a) Any property owner who requires a turn on or off of service shall notify the District office 48 hours in advance except in the case of an emergency. There will be no charge for a turn on or off during regular working hours of 8:30 a.m. – 4:30 p.m.		
b) Any property owner who requires a turn on or off of service in the case of an emergency or outside of the regular working hours shall at the same time pay the fee for each turning on or off		\$ 75.00
c) Where installation of a water connection exists the fee for inspection of a standard 18mm (3/4") connection will be:		\$ 75.00
d) Application for any water service will be subject to: i. Initial application analysis fee (may be combined with sewer/storm sewer application analysis fee). ii. Connection fees (all sizes) shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work, with an initial deposit of 125% of the cost of the work as estimated by the District of Port Hardy, with any excess amount billed at the time the work is complete, or any surplus fees refunded upon reconciliation of the account. The application fee will be deducted from the actual costs of the job.		\$ 475.00 At cost
2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owners Grant Act</i> .		25%
3. Quarterly Rates The rates reflected in this schedule are based on a flat rate billing system.		Rate per Quarter
1	For each single residential dwelling unit	\$ 99.47
2	For each metered multi-family residence in excess of two (2) units the greater of:	\$ 0.93 per cubic meter OR \$83.44 per unit
3	For each office, shop or store	\$ 106.24
4	For each supermarket	\$ 230.83
5	For each bakery	\$ 106.24
6	For each restaurant	\$ 337.24
7	For each lunch room or delicatessen	\$ 144.73
8	For each soda fountain or hot dog stand	\$ 106.24
9	For each hotel/motel - per unit	\$ 18.64
10	For each lounge	\$ 280.91
11	For each beer parlour	\$ 345.78
12	For each Laundromat - per washer	\$ 32.27
13	For each non-profit organization and hall	\$ 106.24
14	For each athletic club	\$ 337.24
15	For each theatre	\$ 106.24
16	For each school - per classroom	\$ 99.61
17	Light Industrial	
	5 employees or less	\$ 106.24
	6 - 15 employees	\$ 240.74
	16 - 30 employees	\$ 384.28
	Large water users	\$ 601.64

SCHEDULE A – WATER RATES
 (Continued)

18	For each service station/garage	\$ 106.24
19	For each car wash	
	For 1st stall	\$ 219.96
	Each additional stall	\$ 65.69
20	For each industrial metered user, for consumption in the same calendar year:	
	a) First 3,000 m ³	\$ 0.87/m ³
	b) From 3,001 to 6,000 m ³	\$ 1.11/m ³
	c) More than 6,000 m ³	\$ 0.66/m ³
21	For each marina	\$ 299.20
22	For each campground - per stall	\$ 8.18
23	Other users	\$ 107.05
24	Hydrant Use (Damage deposit of \$250.00. Inspection fee of \$100.00 shall be levied against persons using a fire hydrant where no repairs are needed)	\$ 37.02 \$ 1/m ³ for water used
25	For each airport hangar	\$ 242.65
26	Underground sprinkling services over one acre for months of June, July & August - per sprinkler head	\$ 7.29
27	For each airport terminal building	\$ 474.81
28	Each wharf providing water to vessels	\$ 107.18
29	For each sawmill	\$ 242.65
30	For each drycleaner	\$ 242.65
31	Each car dealership with a non-commercial car wash stall	\$ 66.20
32	Seagate Pier large vessel meter	\$ 0.89/ m ³
33	Pool	\$ 323.34
34	Arena	\$ 225.75
35	Hospital - per bed	\$ 23.04
36	Fish Hatchery	\$ 90.17
37	Sani Station	\$ 90.17

4. Backflow Preventers

a)	Hose connection vacuum breaker	\$ 25.00
b)	Double check valve assembly (3/4 inch)	\$ 150.00
c)	Reduced pressure type assembly (3/4 inch)	\$ 200.00
d)	All other sizes at cost	at cost

5. Multi-Meter Rider

- a) **Applicable:** This Rider is available to those customers who have more than one water meter and water service supplying their water demand.
- b) **Price:** This will consist of a discount generated by totaling all water meters annual consumption and treating the consumption as one, for purposes of calculating the metered water charge.
- c) **Regulations:** To be eligible, customers must submit a request in writing. The District of Port Hardy reserves the right to accept or deny any request. The amount and duration of this Rider will be at the District's discretion. Only one Rider will be applied to any one customer at any time.
 - (i) All water meters must supply the same or adjoining building or non-adjoining buildings located on the same property (same legal description).
 - (ii) All water meters must be in account to the same customer.
 - (iii) Water meter bank installations associated with one water service will not be considered.
 - (iv) All water meters must be associated with a separate water service.

SCHEDULE B - SEWER RATES

1. Rates - Inspection and Connection Fees Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or his agent shall make application to the office of the District, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and he shall pay to the District a sewer inspection/connection fee as follows:		
a)	where installation of sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$ 75.00
b)	Application for any sewer service will be subject to: i. Initial application analysis fee (may be combined with water/storm sewer application analysis fee). ii. Connection fees (all sizes) shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work, with an initial deposit of 125% of the cost of the work as estimated by the District of Port Hardy, with any excess amount billed at the time the work is complete, or any surplus fees refunded upon reconciliation of the account. The application fee will be deducted from the actual costs of the job.	\$475.00 At cost
2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owners Grant Act</i> .		
		25%
3 Re-Inspection Fee An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.		
		\$ 75.00
4 Quarterly Rates - The rates reflected in this schedule are based on a flat rate billing system.		
		Rate per quarter
1	For each residential dwelling unit	\$ 100.89
2	For each office, shop or store	\$ 111.22
3	For each supermarket	\$ 241.21
4	For each bakery	\$ 111.22
5	For each restaurant	\$ 353.48
6	For each lunch room or delicatessen	\$ 151.32
7	For each soda fountain or hot dog stand	\$ 111.22
8	For each hotel/motel - per unit	\$ 20.18
9	For each lounge	\$ 294.99
10	For each beer parlor	\$ 363.19
11	For each Laundromat - per washer	\$ 33.96
12	For each non-profit organization and hall	\$ 111.33
13	For each civic swimming pool	\$ 1004.36
14	For each arena	\$ 705.85
15	For each athletic club	\$ 353.48
16	For each theatre	\$ 111.22
17	For each hospital - per bed	\$ 70.99
18	For each school - per classroom	\$ 100.58
19	Light Industrial	
	5 employees or less	\$ 111.22
	6 - 15 employees	\$ 252.89
	16 - 30 employees	\$ 403.59
	Large water users	\$ 666.07

SCHEDULE B - SEWER RATES
 (continued)

		Rate per quarter
20	For each service station/garage	\$ 111.22
21	For each car wash	
	For 1st stall	\$ 184.04
	Each additional stall	\$ 57.63
22	For each cannery	\$ 676.71
23	For each marina	\$ 109.46
24	For each campground - per stall	\$ 8.64
25	Metered sewage per cubic meter	\$ 1.32
26	Other users	\$ 111.22
27	For each airport hangar	\$ 252.89
28	For each airport terminal building	\$ 626.93
29	Fish Hatchery	\$ 116.60
30	Sani Station	\$ 108.05
31	Tipping Fee for Trucked Waste \$ 0.15 per gallon. Saturday, Sunday and Statutory holiday discharges may be completed within regular hours with an additional \$ 50.00 callout charge.	-----

SCHEDULE C - STORM SEWER RATES

- 1) That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$ 75.00
b) Re-inspection of connection and each subsequent connection	\$ 75.00
c) Application for any storm sewer service will be subject to:	
i. Initial application analysis fee (may be combined with water/sewer application analysis fee).	
ii. Connection fees (all sizes) shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work, with an initial deposit of 125% of the cost of the work as estimated by the District of Port Hardy, with any excess amount billed at the time the work is complete, or any surplus fees refunded upon reconciliation of the account. The application fee will be deducted from the actual costs of the job.	\$475.00 At cost

SCHEDULE D - GARBAGE COLLECTION RATES

Rates do not include applicable taxes

1. Garbage Rates	
The rates reflected in this schedule are based on a flat rate billing system as listed in the table below. The utility requires appropriate funds to operate and the use of the system is not commensurate of rate but a portion of the average base costs.	
(a) The minimum fee payable for the removal of garbage, ashes, and trade waste shall be as per the table below and shall apply to:	
(i) Residential unit - based on a maximum of two regulation garbage cans per pickup per week for each single family unit.	
(ii) Commercial unit - with no bins - based on a maximum of two regulation garbage cans per pickup per week for offices, warehouses, small retail and wholesale outlets and other small commercial enterprises.	
(iii) Large quantity commercial and industrial - will be charged according to their usage of 3 cu. yard or 30 cu. yard bins.	
	Rate Per Quarter
Residential dwelling unit	\$ 24.85
Commercial unit	\$ 50.60
3-yd Bins	
3-yd bin rent	\$ 71.02
3-yd bin pickup - each	\$ 16.87
3-yd bin extra wash - each instance in excess of one per month	\$ 32.41
30-yd Bins	
30-yd bin rent	\$ 486.29
30-yd bin pickup - each	\$ 175.07
30-yd bin drop-off fee - each delivery	\$ 32.41
30-yd bin moving fee - each instance	\$ 32.41
Packer pickup - each	\$ 201.01
2. Recycling Rates	
All users shall pay a recycling fee at a rate of:	\$ 12.25
3. Transfer Station	
The following fees apply to the Transfer Station:	(a) \$ 1.06 per garbage container or bag (b) \$ 21.22 per level pick up (c) \$ 31.84 per commercial pickup truck (d) \$ 5.31 per tire
4. Tag A Bag Ties	
The fee for tag-a-bag ties will be	\$ 2.12

Seniors Discount

Property owners who are Seniors shall receive a discount of twenty-five percent (25%) on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the *Home Owners Grant Act*.

SCHEDULE E - STATUTORY RATES

Rates do not include applicable taxes.

1.	List of Electors The fee per copy of a List of Electors shall be as noted, except where a candidate at an election is entitled to one free copy.	\$ 10.00
2.	Minutes of Council Proceedings As provided under Section 194(2) of the Community Charter the fee for copies of Minutes of Council proceedings shall be hereby established.	\$ 0.25 per page
3.	Copies of Bylaws Pursuant to Section 194 of the <i>Community Charter</i> the following charges shall apply for:	
	a) Zoning Bylaw (Text and Map 11" x 17")	\$ 35.00
	b) Zoning Bylaw (Text only)	\$ 15.00
	c) Official Community Plan Bylaw (Text & Maps 11"x17")	\$ 35.00
	d) Official Community Plan Bylaw (Text only)	\$ 15.00
	e) Copies of all other bylaws shall be provided for a fee of	\$ 0.25 per page
	f) Subdivision Bylaw	\$ 18.00
4.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$ 25.00
5.	Request for Prior Years Taxes Levied	\$ 15.00
6.	Mortgage Company Listings	\$ 5.00 / folio
7.	Cost to issue a refund cheque	\$ 10.00
8.	Reports	
	a) Business License Print-out	
	On paper	\$ 30.00
	On electronic media	\$ 15.00
	b) Photocopies	
	8-1/2" x 11"	\$ 0.25 per page
	8-1/2" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	c) Maps (standard wall size)	
	Zoning Map	\$ 60.00
	Boundary Map	\$ 60.00
	OCP or legal map	\$ 60.00
	Civic Street Map	\$ 60.00
	Courier for all maps	\$ 25.00
9.	NSF cheques returned	\$ 25.00
10.	Council and Committee-of-the-Whole agenda	\$ 0.25/page or \$10.00 /agenda
11.	Tree Cutting permits	
	1 - 10 trees	\$ 25.00
	11 - 20 trees	\$ 50.00
	21 or more trees	\$ 100.00
12.	Parks and Beach permit	
	Commercial rental fee	\$ 30.00 per day
	Clean up deposit	\$ 50.00
13.	Storage fees for impounded vehicles or vessels	
	Single vehicle or vessel six metres in length or less	Cost + 15%
	Single vehicle or vessel over six metres in length	Cost + 15%
	For a vehicle and trailer of any length	Cost + 15%

SCHEDULE E - STATUTORY RATES
 (continued)
 Rates do not include applicable taxes

14.	Permit to water new lawn outside permitted days	\$ 20.00
15.	Commemorative Items	
	(a) Bench, bronze plaque and installation	\$1800.00
	(b) Commemorative placing of tree or shrub and plaque (bronze plaque included)	\$ 600.00 plus tree /shrub
	(c) Other items (includes bronze plaque)	\$ 600.00 plus cost of item and concrete
16.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$ 7.50 per 1/4 hour
	(b) for producing a record manually	\$ 7.50 per 1/4 hour
	(c) for preparing a record for disclosure	\$ 7.50 per 1/4 hour
	(d) for shipping copies	actual costs of courier
	(e) for copying records	
	(f) photocopies and computer printouts	
	8.5" x 11", 8.5" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	(ii) electronic media	\$ 15.00
	(iii) Photographs	
	Scanning & emailing an 8" x 10"	\$ 10.00
	over 8" x 10"	\$ 10.00 & costs
	(iv) building plans	actual cost plus \$25.00 administration fee
	Deposit for any plans that require out of office printing	\$ 500.00
17.	Administration Cost for accounts sent to a collection agency. An administration fee of 33.3% will be added to the account balance of all accounts sent to a collection agency	33.3%

SCHEDULE F - BUSINESS LICENCE FEES

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Category I - Commercial/Industrial Any business permitted in the zones designated in the Zoning Bylaw	Employing up to 3 persons Employing up to 8 persons Employing over 8 persons	\$ 55.00 \$ 95.00 \$ 165.00
Category II - Rental units/spaces Any building containing dwelling units in any zone	Up to 25 units 26 - 50 units Over 50 units	\$ 55.00 \$ 95.00 \$ 165.00
Category III - Home Occupation Any business permitted in residential areas under the Zoning Bylaw	Per business	\$ 110.00
Category IV - Mobile Vending Any business permitted and regulated by Council	Per business	\$ 310.00
Category V - Miscellaneous Business Any business not based in a permanent building within the District of Port Hardy (other than Mobile Vending)	Per business	\$ 110.00
Any shopping mall for a blanket yearly licence for craft sales, trade shows, etc. held in the hallway of the mall, in lieu of individual business licences		\$ 110.00
Category VI - Marine Any vessel-based business operating from a Port Hardy marina, excluding commercial fishing boats.	Per business	\$ 110.00
Transfer fee	to those businesses making a change under section 8 of the Business License Bylaw	\$ 10.00

New Business licence fees will be pro-rated 50% after June 30 of each year.

SCHEDULE G - HARBOUR RATES
 Rates do not include applicable taxes

1. Pump Out
 - a) If in the opinion of the Wharf Manager or other duly authorized personnel a vessel requires pumping out, a pump may be placed on any vessel located at the Harbour Authority Floats in Port Hardy, B.C. without fear of liability or reproach.
 - b) A minimum \$56.10 per day fee may be levied against the owner /operator should it be necessary to pump out a vessel with or without the owner's consent.

2. Rates

	Rate
Moorage - Commercial Fishing Vessel	
Daily/metre	\$ 0.42
Monthly/metre	\$ 5.23
Yearly/month/metre	\$ 4.49
All other Moorage	
Daily/metre	\$ 2.21
Monthly/metre	\$ 16.62
Yearly/month/metre	\$ 13.30
Moorage - Live aboard	
Prepaid monthly/metre	\$ 14.34
Prepaid yearly/month/metre	\$ 12.25
Annual service charge paid quarterly in advance	\$1,044.48
The annual service charge does not include moorage and hydro.	
Power	
Prepaid 15 amp service/day	\$ 3.30
Prepaid 30 amp service/day	\$ 4.79
Prepaid 50 amp service/day	\$ 9.58
Prepaid 15 amp service/month	\$ 54.25
Prepaid 30 amp service/month	\$ 83.72
Prepaid 50 amp service/month	\$ 167.44
Live aboard – Prepaid 15 amp service/month	\$ 111.59
Live aboard – Prepaid 30 amp service/month	\$ 139.46
Live aboard – Prepaid 50 amp service/month	\$ 278.92
Other Rates	
Sign space rental per calendar year	\$ 30.60
Overdue account interest charge per month in accordance with interest rates established under Section 11(3) of the Taxation (Rural Area) Act	
NSF Cheque	\$ 25.00
Pump out - actual labour/hour	\$ 56.10
Pump out - minimum	\$ 56.10
Sewer pump out	\$ 25.50

SCHEDULE G - HARBOUR RATES

(continued)

Rates do not include applicable taxes

SEAGATE PIER

	Rates
Moorage - Commercial Fishing Vessel	
Moorage/metre (after first 15 minutes, per 24-hour period)	\$ 1.37
Off-Loading Commercial Fishing Vessel	
On or off-loading - the greater of:	
Minimum billing	\$ 54.62
Per hour	\$ 40.42
Per pound (applicable to seafood products)	\$ 0.03
Clean-up Fee	
Per hour as required	\$ 53.04
Moorage - All vessels other than CFV	
Moorage/metre per 24-hour period * Or part thereof * Equivalent of Pleasure Craft daily rate at Small Craft Harbour floats	\$ 2.21

HARBOUR IMPROVEMENT

Applies to all Harbour Parking Areas

Rates include applicable taxes

	Rate
Launch Fees	
Non-commercial vessel, per day	\$ 5.10
Non-commercial vessel, (includes vehicle & trailer parking) Annual Resident Pass	\$ 81.60
Commercial fishing vessel, per launch or removal	\$ 10.20
Commercial fishing vessel, (includes vehicle & trailer parking) Annual Commercial Pass	\$ 127.50
Vehicle or trailer parking pass	
Daily	\$ 5.10
Weekly	\$ 15.30
Monthly	\$ 51.00
Vehicle and trailer parking pass	
Daily	\$ 10.20
Weekly	\$ 30.60
Monthly	\$ 102.00

SCHEDULE H - SEAPLANE BASE RATES

Rates do not include applicable taxes.

Fuel	
Av Gas.	Prevailing Market Rate
Jet A	Prevailing Market Rate
Docking	
Docking - aircraft under 9 metres.	\$ 10.44 (free with fuel purchase)
Docking - aircraft over 9 metres.	\$ 16.71
Overnight	\$ 16.71
Monthly	\$ 470.02
Passenger Tax	\$ 1.04
Terminal Tenant	As per individual lease
Vessel Moorage Rates	
Annual/metre	\$ 199.78
June 15 to September 15 /per metre	\$ 58.70
Off season/per metre.	\$ 28.93
Daily- per metre/day	\$ 2.96

SCHEDULE I - RECREATION RATES

Rates do not include applicable taxes
 Unspecified recreation programs run on a cost recovery basis plus 10%.

General Recreation	Refundable Deposit	Rates Effective Jan. 1, 2014	Rates Effective Aug. 1, 2014
Rentals, per event			
Tables, each	\$20.00	\$ 5.00	\$ 5.00
Chairs, each	\$20.00	\$ 0.55	\$ 0.57
Pavilion, Beaver Harbour Park	\$20.00	\$ 10.48	\$ 10.48
Twoonie Skate		\$ 1.90	\$ 1.90
Arena Rentals (Ice-in) - Arena rental per hour			
Youth groups (must consist of at least 80% youth)		\$ 61.48	\$ 62.57
Adult groups		\$ 100.90	\$ 102.67
Non Prime Time (Ice in) Arena Rental per hour Rental starting after 10 p.m. and ending before 6 a.m.		\$ 75.14	\$ 76.48
Arena Admission - Single Admission			
Child 0-12 months		Free	Free
Child 13 months-12 years		\$ 2.86	\$ 2.90
Senior 55 + years		\$ 2.86	\$ 2.90
Youth 13 -18 years		\$ 3.43	\$ 3.48
Adult 19 - 54 years.		\$ 4.48	\$ 4.57
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 9.76	\$ 9.95
Punch Cards (11 admission passes)			
Child 13 months -12 years		\$ 28.86	\$ 29.38
Senior 55 + years		\$ 28.86	\$ 29.38
Youth 13-18 years		\$ 34.05	\$ 34.67
Adult 19 -54 years		\$ 44.29	\$ 45.10
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 97.43	\$ 99.15
Miscellaneous Skate Fees			
Skate Rental		\$ 1.90	\$ 1.90
Skate aid		\$ 0.95	\$ 0.95
Skate sharpening		\$ 4.76	\$ 4.76

SCHEDULE I - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

Arena Dry Floor Rentals (Ice-out) - Arena rental per hour		Rates Effective Jan. 1, 2014	Rates Effective Aug. 1, 2014
Youth groups (must consist of at least 80% youth)- Arena surface only		\$ 39.95	\$ 40.67
Adult groups - Arena surface only		\$ 52.57	\$ 53.48
Commercial facility rental			
8:00 a.m. to 5:00 p.m.		\$ 708.19	\$ 720.57
8:00 a.m. to 12:00 midnight		\$ 965.29	\$ 982.19
5:00 p.m. to 2:00 a.m.		\$ 708.19	\$ 720.57
Each additional hour		\$ 80.38	\$ 81.81
Non-profit group facility rental			
8:00 a.m. to 5:00 p.m.		\$ 568.33	\$ 578.29
8:00 a.m. to 12:00 midnight		\$ 852.76	\$ 867.71
5:00 p.m. to 2:00 a.m.		\$ 568.33	\$ 578.29
Each additional hour		\$ 64.62	\$ 65.76

SCHEDULE I - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

	Rates Effective Jan.1, 2014	Rates Effective Aug. 1, 2014
Pool Rentals - per hour		
0-49 people	\$ 71.43	\$ 75.00
50 + people	\$ 119.05	\$ 125.00
Birthday party packages (45 minutes on deck + cake and balloons)	\$ 65.00	\$ 68.00
Deck Time (45 minutes)	\$ 31.95	\$ 32.52
Single lane	\$ 17.52	\$ 17.86
Special Needs Pool rental	\$ 34.00	\$ 34.62
One-half pool, shared rental per hour	\$ 37.10	\$ 37.76
Pool Admission - Single Admission		
Infant 0 - 12 months	Free	Free
Child 13 months -12 years	\$ 2.86	\$ 2.90
Senior 55 + years	\$ 2.86	\$ 2.90
Youth 13 -18 years	\$ 3.43	\$ 3.48
Adult 19 - 54 years	\$ 4.48	\$ 4.57
Family- Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 9.76	\$ 9.95
Twoonie Swim	\$ 1.90	\$ 1.90
Special Event	\$ 4.76	\$ 4.76
Punch Cards (11 admission passes)		
Child 13 months - 12 years	\$ 28.86	\$ 29.38
Senior 55 + years	\$ 28.86	\$ 29.38
Youth 13-18 years	\$ 34.05	\$ 34.67
Adult 19-54 years	\$ 44.29	\$ 45.10
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 97.43	\$ 99.14
Monthly Pool Pass Good for 30 Days		
Child/Senior	\$ 43.05	\$ 43.81
Youth	\$ 51.57	\$ 52.48
Adult	\$ 67.05	\$ 68.24
Family (Immediate family to maximum of 2 parents and 4 children under the age of 18)	\$ 157.71	\$ 160.48
Pool Lessons & Programs		
Red Cross Swimming Lessons		
* Parent & Tot levels 1-3 (includes one parent and one child)	\$ 49.70	\$ 50.60
* Preschool Levels 4-8	\$ 45.25	\$ 46.05
* Swim Kids Levels 1- 5 (10 ½ hr lessons)	\$ 34.20	\$ 34.80
* Swim Kids Levels 6-9 (10 / 45 minute lessons)	\$ 56.30	\$ 57.30
* Swim Kids Level 10 (medallion & certificate)	\$ 61.80	\$ 62.90
Aqua Adults Levels 1-3 (10 ½ hr lessons)	\$ 46.29	\$ 47.10
Badges & Stickers – each	\$ 2.10	\$ 2.14
* Special Needs (not School District) 10 - ½ hour lessons (one on one instruction)	\$ 56.30	\$ 57.30
* Special Needs Group Lesson (10 - ½ hour lessons)	\$ 34.25	\$ 34.85

* GST Exempt

SCHEDULE I - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

	Rates Effective Jan.1, 2014	Rates Effective Aug. 1, 2014
Private Lessons -per half-hour		
* Children and youth – Individual	\$ 11.55	\$ 11.75
* Additional person	\$ 7.20	\$ 7.35
Adult – Individual	\$ 13.19	\$ 13.43
Additional person, each	\$ 10.05	\$ 10.24
School District classes - per hour		
* Up to 3 instructors	\$ 90.25	\$ 91.85
* Additional instructors, each	\$ 23.75	\$ 24.20
Swim Team – Monthly per person	\$ 29.86	\$ 30.38
*Tumble, Play, and Swim (Adult and Child)	\$ 70.00	\$ 71.25
*Tumble, Play, and Swim (Additional Child)	\$ 30.00	\$ 30.55
*Tumble, Play, and Swim drop in (Adult and Child)	\$ 7.70	\$ 7.85
*Tumble, Play, and Swim drop in (Additional Child)	\$ 3.00	\$ 3.05
Advanced Aquatic Courses		
Junior Lifeguard Club	\$ 91.29	\$ 92.90
Scuba Rangers	\$ 123.71	\$ 125.90
Bronze Cross	\$ 187.67	\$ 190.95
Bronze Cross Recertification.	\$ 80.48	\$ 81.91
Bronze Medallion/Senior Resuscitation	\$ 171.90	\$ 174.90
Bronze Medallion/Senior Resuscitation Recertification	\$ 53.62	\$ 54.57
National Lifeguard Standards Award	\$379387.48	\$ 394.29
National Lifeguard Standards Award Recertification	\$ 107.24	\$ 109.14
Life Saving Camp (Bronze Medallion/Bronze Cross/Sr. Resuscitation)	\$ 273.38	\$ 278.19
Royal Lifesaving Instructor Award	\$ 294.43	\$ 299.57
Assistant Water Safety Instructor	\$ 267.57	\$ 272.29
Water Safety Instructor Recertification	\$ 89.43	\$ 91.00
Water Safety Instructor Award	\$ 321.76	\$ 327.38
B.O.A.T Certification - Manual	\$ 13.00	\$ 13.24
B.O.A.T. Certification - Exam	\$ 37.14	\$ 37.81
First Aid Programs		
CPR	\$ 60.24	\$ 61.29
CPR Recertification	\$ 49.43	\$ 50.29
Child Safe	\$ 65.71	\$ 66.86
Child Safe Recertification	\$ 54.62	\$ 55.57
Standard First Aid	\$ 134.10	\$ 136.48
Standard First Aid Recertification	\$ 54.62	\$ 55.57
Emergency First Aid	\$ 73.14	\$ 74.43
*Babysitter's Course – 8 hours 11-15 year old	\$ 57.30	\$ 58.30

GST Exempt

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

SCHEDULE J - BUILDING BYLAW FEES AND DEPOSITS (continued)

5. Application or Permit Transfer Fee													
a) A transfer fee of <ul style="list-style-type: none"> 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. 	\$ 50.00												
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 <ul style="list-style-type: none"> i) Residential demolition ii) Commercial/industrial demolition 	\$1,000.00 \$4,000.00												
b) Building or Moving Permit	<table border="0"> <thead> <tr> <th style="text-align: left;">Construction Value (\$)</th> <th style="text-align: right;"><u>Deposit(\$)</u></th> </tr> </thead> <tbody> <tr> <td>0 – 30,000</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td>30,0001 – 80,000</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>80,001 – 200,000</td> <td style="text-align: right;">700.00</td> </tr> <tr> <td>200,001 – 2,000,000</td> <td style="text-align: right;">2,000.00</td> </tr> <tr> <td>2,000,001 and over</td> <td style="text-align: right;">4,000.00</td> </tr> </tbody> </table>	Construction Value (\$)	<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
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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: <ul style="list-style-type: none"> 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. 													

SCHEDULE K - CEMETERY RATES

Rates do not include applicable taxes

	Care Fund (included)	Total Fee
Grave Space	\$ 100.00	\$ 400.00
Cremated Remains Size	\$ 30.00	\$ 120.00
Services - Opening and Closing grave for burials		
Monday- Friday 8:00 a.m. - 2:00 p.m.		\$ 565.00
Monday- Friday after 2:00 p.m.		\$ 770.00
Saturday, Sunday 8:00 a.m. - 2:00 p.m.		\$ 1,080.00
Statutory Holidays 8:00 a.m. - 2:00 p.m.		\$ 1,500.00
Services - Opening and Closing grave for Cremated Remains		
Monday- Friday 8:00 a.m. - 2:00 p.m.		\$ 155.00
Monday- Friday after 2:00 p.m.		\$ 360.00
Saturday, Sunday 8:00 a.m. - 2:00 p.m.		\$ 460.00
Statutory Holidays 8:00 a.m. - 2:00 p.m.		\$ 600.00
Services - Opening and Closing grave for Exhumation		
Monday - Friday 8:00 a.m. - 2:00 p.m.		\$ 620.00
Transfer of License		
Installation of Memorials	\$ 25.00	\$ 100.00
Goods		
Grave Liners		\$ 300.00
Oversize Grave Liners		\$ 450.00
Cremation Vaults		\$ 120.00

SCHEDULE L - FREEDOM OF INFORMATION AND PRIVACY RATES

Rates do not include applicable taxes

Any person wishing to inspect or obtain copies of correspondence or other information, pursuant to the Freedom of Information Bylaw in force from time to time, shall pay to the District the fees and charges as set out in the Regulations to the *Freedom of Information and Protection of Privacy Act*, in force from time to time.

SCHEDULE M - BURNING PERMIT RATES

<p><i>Category A:</i> <i>Category A Open Fire</i> means an open fire that burns piled material no larger than 1 m in height and 1 m in diameter but does not include a campfire or recreational fire.</p>	<p>No charge</p>
<p><i>Category B:</i> <i>Category B Open Fire</i> means an open fire that burns piled material larger than 1 m in height and 1 m in diameter and may include land clearing waste.</p>	<p>\$ 25.00 (1-3 days)</p>

SCHEDULE N – Animal Control Rates

Annual license fee for spayed/neutered dog over eight (8) months old	\$ 15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$ 50.00
Replacement tags	\$ 5.00
Impoundment - Dogs & Cats	
First impoundment (Plus Annual Dog Licence Fee if applicable)	\$ 50.00
Second impoundment	\$ 75.00
Third impoundment	\$ 100.00
Fourth impoundment and subsequent impoundment	\$ 125.00
Impoundment - Livestock - Large	
First impoundment	\$ 100.00
Second impoundment	\$ 125.00
Third impoundment	\$ 150.00
Fourth and subsequent impoundment	\$ 200.00
Miscellaneous	
Care and feeding fee per day for animals other than large livestock	\$ 25.00
Care and feeding fee per day for livestock	Cost plus 10% admin fee
Breeders Licence	\$ 100.00
Drop off Fee	
Drop off fee - per adult animal (non-resident)	\$ 50.00
Drop off fee - adult female with litter (non-resident)	\$ 50.00
Drop off fee (residents)	No charge
Adoption Fees - per animal	
Dogs (neutered by District)	
Under 22 pounds	\$ 245.00
22-44 pounds	\$ 260.00
Over 44 pounds	\$ 280.00
Dogs (spayed by District)	
Under 22 pounds	\$ 285.00
22-44 pounds	\$ 305.00
44-88 pounds	\$ 345.00
Over 88 pounds	\$ 390.00
Dogs over 1 year (spayed by District)	
Under 22 pounds	\$ 355.00
22-44 pounds	\$ 360.00
44-88 pounds	\$ 430.00
Over 88 pounds	\$ 500.00
Cats (spayed/neutered by District)	
Neuter	\$ 155.00
Spay	\$ 240.00
Pregnant spay	\$ 340.00
Cats/Dogs (spayed/neutered prior to impound)	\$ 50.00
Veterinary expenses	At cost
Drop off dog that has bitten within 14 days****Includes minimum 10 days care and feeding, administration costs to deal with Communicable Disease Nurse and euthanasia at end of term.	\$ 150.00
Quarantine	\$ 100.00

**SCHEDULE O - LIQUOR CONTROL AND LICENSING BRANCH
RATES FOR APPLICATIONS OF CAPACITY INCREASE**

For Inspections Necessary for Liquor Control and Licensing Branch Applications of Capacity Increase.	\$ 150.00
To calculate the occupant load to meet the requirements of the code for health and life safety (2 hours).	\$ 150.00

**SCHEDULE P - ZONING AND OFFICIAL COMMUNITY PLAN
 BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan and/or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 500.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 200.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 400.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees:	
Processing and inspection of application costs associated with the notice and the mailing or delivery of the notice	\$250.00 First and \$100.00 each
plus Land Title and Survey Authority Fees	Additional
plus electronic filing costs	At cost
3. Any Board of Variance Application	\$ 250.00
4. Sign application, processing and inspection	\$ 75.00
5. Temporary Land Use Permit	\$1,000.00

SCHEDULE Q - SUBDIVISION APPLICATION RATES

Processing and inspection of application	\$ 600.00
Application fee: For 2 – 10 lots	\$ 175.00 per lot
For 11 or more lots	\$ 225.00 per lot
Mapping	\$ 400.00
Extension of preliminary approval	\$ 250.00
Amendment to a Strata Subdivision	\$ 250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Processing and inspection of application	\$ 600.00
Per unit/parcel	\$ 200.00*
*Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the District.	
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$ 500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

SCHEDULE R – Vacant Properties Rates

Initial investigation and inspection of property, including attendance by Inspector	Actual costs incurred for related labour, materials or equipment plus 20% administration costs
Inspection Contractor/Professional, including attendance by Inspector	Actual costs incurred plus 20% administration costs
Subsequent inspections	\$100 plus hourly departmental charge out rate
District work if owner defaults	Actual costs incurred for related labour, materials or equipment plus 20% administration costs



DISTRICT OF PORT HARDY

BYLAW NO. 1018-2013

A Bylaw to Amend Municipal Ticket Information System Bylaw No. 01-2010 to Include New Schedules in Relation to the Storm Drain Connection Regulation and Vacant Property Bylaws

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 01-2010;

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 Municipal Ticket Information System Bylaw, Amendment Bylaw No. 1018-2013".

PART 2 AMENDMENTS

2.1 Municipal Ticket Information System Bylaw No. 01-2010 is hereby amended as follows:

a) Schedule A is amended by adding two new rows 22. and 23. as follows:

22. Storm Drain Connection Regulation Bylaw No. 05-2000	Bylaw Enforcement Officer Municipal Inspector Director of Corporate Services
23. Vacant Property Bylaw 09-2012	Bylaw Enforcement Officer Municipal Inspector Director of Corporate Services

b) Adding a new Schedule W as follows:

SCHEDULE W District of Port Hardy Ticket Information Bylaw 01-2010

Storm Drain Connection Regulation Bylaw No. 05-2000		
Column 1 Section	Column 2 Offence	Column 3 Fine
3.	Failure to connect to storm drain	\$ 250.00
6.	Failure to apply for connection	\$ 100.00
8.	Unauthorized connection	\$ 100.00
11.	Concealing work prior to inspection	\$ 100.00

c) Adding a new Schedule X as follows:

SCHEDULE W
District of Port Hardy Ticket Information Bylaw 01-2010

Vacant Property Bylaw 09-2012		
Column 1 Section	Column 2 Offence	Column 3 Fine
3.1	Failure to secure	\$ 100.00
3.2a)	Failure to make repairs	\$ 100.00
3.2b)	Failure to install security measure(s)	\$ 100.00
3.3a)	Failure to remove materials	\$ 100.00
3.3b)	Failure to install security measure(s)	\$ 100.00
3.4	Failure to install, maintain, weatherize, prevent unauthorized entry or properly treat boarding materials	\$ 100.00
3.5	Failure to demolish	\$ 100.00
4.1	Failure to secure	\$ 100.00
4.2	Failure to secure	\$ 100.00
6.1	Failure to pay	\$ 100.00

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 day of , 2013.

Read a second time the day of , 2013.

Read a third time the day of , 2013.

Adopted on the day of , 2013.

Director of Corporate &
Development Services

Mayor