



DISTRICT OF PORT HARDY

AGENDA

REGULAR MEETING OF COUNCIL

7:00 PM

TUESDAY, NOVEMBER 26, 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 26, 2013
Council Chambers - Municipal Hall**

A. CALL TO ORDER

Time:

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Motion required

1. 2.

C. ADOPTION OF MINUTES

- 1-5** 1. The minutes of the Regular Council Meeting held November 12, 2013.

Motion required

1. 2.

D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL

None

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

- 6-8** 1. Council Action items. For information.

F. CORRESPONDENCE

- 9-14** 1. Robin Irving, Booking Manager, S.A.L.T.S. (Sail and Life Training Society) (Nov.15/13) Re: Bursary Offer

Motion / direction

1. 2.

15-16

2. Karen Felker, Coordinator, Honours and Awards Secretariat (Nov.14/13) re: Order of British Columbia – 2014 Call for Nominations.

Motion / direction

1. 2.

17-18

3. Hon. Terry Lake, Minister of Health (Nov.15/13) re: Discussion at UBCM on physician services and technical support staff in the community of Port Hardy. For information.

G. NEW BUSINESS

None in agenda package.

H. COUNCIL REPORTS

1. Verbal reports from Council members.

I. COMMITTEE REPORTS

None

J. STAFF REPORTS

None

K. CURRENT BYLAWS AND RESOLUTIONS

19-20

1. District of Port Hardy Municipal Ticket Information System Amendment Bylaw, Amendment Bylaw No. 1018-2013. For Adoption

Motion required

1.

2.

L. PENDING BYLAWS

None

M. INFORMATION AND ANNOUNCEMENTS

November 28 Staff: OH&S meeting, 8:30 am Council Chambers
 Committee: Operational Services, 4:00 pm Council Chambers
 November 30 Council: Strategic Planning Session, 11:00 am Council Chambers
 December 9 Council / Staff: Fire Services Review Meeting, 9:00 am Fire Hall No.1
 December 9-10 Auditors in Council Chambers
 December 10 Council: Budget meeting, 4:00 pm
 Council: Committee of the Whole meeting, 6:00 pm Council Chambers
 -North Island College
 Council: Council Meeting, 7:00 pm Council Chambers
 December 11 Council: Committee of the Whole, 5:00 pm Council Chambers
 -Zoning Bylaw Update
 Public Information Meeting, 7:00 pm Council Chambers
 - Zoning Bylaw Update

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 NOVEMBER 12, 2013

CALL TO ORDER: Mayor Bev Parnham

Time: 7:00 pm

PRESENT: Mayor Bev Parnham
Councillors: Janet Dorward, Debbie Huddleston, 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: None

REGRETS: None

APPROVAL OF AGENDA

Mayor Parnham advised of addenda to the agenda for inclusion under New Business to deal with recommendations from the In-Camera Council meeting of November 12, 2013 with respect to the following matters:

1. Emergency Coordinator Volunteer Position
2. Bear Cove Recreation Site Lease
3. Huddleston Trail
4. Policy CP2.6 Staff Access to Swimming Pool and Arena
5. Provision of Building Inspection Services to Other North Island Local Governments

Mayor Parnham also requested that the agenda be amended under Bylaws: Item 1 from District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013 for First, Second and Third Reading to: District of Port Hardy 2014 User Rates and Fees Bylaw No. 1016-2013, for First Reading.

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

ADOPTION OF MINUTES

1. The minutes of the Regular Meeting of Council held October 22, 2013.

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held October 22, 2013 be approved as presented.

2013-155
APPROVAL OF AGENDA
AS AMENDED

2013-156
REGULAR COUNCIL
MINUTES OCT. 22/13
APPROVED AS
PRESENTED

DELEGATIONS

No delegations

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

1. Denis Lemelin, National President, Canadian Union of Postal Workers (Oct.14/13) re: Postal banking and request to consider adopting resolutions on Canadian Postal Service Charter Review to send to Honourable Lisa Raitt, Minister of Transport.

2013-157
CANADA POST RE:
SERVICES

Moved/Seconded/Carried

THAT the District of Port Hardy write to Canada Post and request information on the list of services currently offered by Canada Post and to inquire if communities can determine what services are provided at their local Post Offices AND FURTHER THAT a copy of the letter be sent to Denis Lemelin, National President, Canadian Union of Postal Workers.

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.

2013-158
SANTA CLAUS PARADE
DEC. 1/13

Moved/Seconded/Carried

THAT the request by Angie Clance that the District of Port Hardy close portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, December 1, 2013 for the Santa Claus Parade is hereby approved.

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, was received as information.
4. David Pratt, Harbour Manager, District of Port Hardy Harbour Authority (Oct.28/13) re: Spring and Summer Report for 2013 was received as information.

HARBOUR PARKING
TOWING

Mayor Parnham requested staff investigate the recommendation by the Harbour Manager regarding the development of a contractual agreement between the District and a towing company to ensure consistency in towing practices for 2014.

5. Sherry Senciw, Secretary, Port Hardy Lions Club (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.

2013-159
PH LIONS TIMMY'S
ROADBLOCKS DEC 7/13

Moved/Seconded/Carried

THAT the request by Sherry Senciw, Secretary, Port Hardy Lions Club to allow the Port Hardy Lions Club to temporarily close streets in the downtown area as part of the Annual Timmy's Roadblocks fundraising event on Saturday, December 7th, 2013 from 10:00 am until 2:00 pm, and that the Lions Club have use of the District's barriers for the event, is hereby approved.

NEW BUSINESS

Recommendations from the In-Camera Council meeting of November 12, 2013 re:

1. Emergency Coordinator Volunteer Position

2013-160
APPOINT MICHAEL
MCCULLEY AS
EMERGENCY
COORDINATOR

Moved/Seconded/Carried

THAT Council appoints Michael McCulley as Emergency Coordinator for the District of Port Hardy in accordance with Emergency Program Bylaw 17-2007, effective December 17, 2013.

THANK YOU TO BOB
HAWKINS

The Mayor advised she would write to thank Bob Hawkins for his years of service as the Emergency Coordinator for the District of Port Hardy.

2. Bear Cove Recreation Site Lease

2013-161
BEAR COVE
RECREATION SITE
LEASE WITH J.
HENSCHKE AND J.
KLATT

Moved/Seconded/Carried

THAT Council approves the contractual agreement attached to the staff report dated November 7, 2013 and titled Draft Contract - Bear Cove Recreation Site Lease, between the District and Jim Henschke and Juanita Klatt for the purpose of providing tourism services at the Bear Cove Recreation Site, AND FURTHER THAT the Mayor and Director of Corporate & Development Services be authorized to execute same.

Councillor Debbie Huddleston left the meeting.

Time: 7:16 pm

3. Huddleston Trail

2013-162
NAMING OF INNER CITY
PARK TRAIL AS
'HUDDLESTAN TRAILS'

Moved/Seconded/Carried

THAT Council hereby approves the naming of the trail network located on the District's park properties commonly referred to as Inner City Park and located between Glacier Crescent to the north, Thunderbird Way to the south, the Civic Centre property to the east and Port Hardy Secondary School to the west, as "Huddleston Trails".

Councillor Debbie Huddleston joined the meeting.

Time: 7:18 pm

4. Pool Access - Policy CP2.6 Staff Access to Swimming Pool and Arena

2013-163
POLICY CP2.6
REINSTATED WITH
CHANGES

Moved/Seconded/Carried

THAT previously rescinded Policy CP2.6 be reinstated as "Aquatic Centre and Arena Access for Members of Port Hardy Volunteer Fire Department" with changes such that it allows only members of PHVFD access to the pool and arena facilities at half the price of admission costs.

5. Provision of Building Inspection Services to Other North Island Local Governments

2013-164
PROVISION OF
BUILDING INSPECTION
SERVICES TO OTHER
NORTH ISLAND LOCAL
GOVERNMENTS

Moved/Seconded/Carried

THAT Council directs staff to prepare agreements for the provision of building inspection services to the Regional District of Mount Waddington, Town of Port McNeill, Village of Alert Bay and Village of Port Alice, with said agreements to have

a one year trial period effective January 1, 2014, include a condition that the District's needs insofar as the Municipal Inspector's time takes priority and may supersede or nullify the needs of others, and an hourly charge out rate of \$85 for time spent by the Municipal Inspector, AND FURTHER THAT the Mayor and Director of Corporate & Development Services be authorized to execute the agreements as described herein for the aforementioned local governments that want to participate in the building inspection service.

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.

COUNCIL REPORTS

Mayor Parnham noted that a BC Ferries community engagement meeting will be conducted at the Civic Centre on Wednesday, November 20, 2013 from 5:00 to 8:00pm. Mayor Parnham also advised regarding an open house being conducted by the Vancouver Island Health Authority with respect to the new five year strategic plan that is being prepared, which will take place from 5:30 to 7:30pm on Tuesday, November 19, 2013 at the Civic Centre. She encouraged everyone to attend these important meetings to provide input.

COMMITTEE REPORTS

1. Emergency Planning Committee draft minutes of the meeting held Tuesday October 29, 2013 was received as information.
2. Sustainability Committee draft minutes of the meeting held Thursday October 24, 2013 was received as information

STAFF REPORTS

1. Accounts Payable for October 2013 was received as information.
2. M. Dennison, Aquatic Coordinator (Oct. 24/13) re: Handicap parking at Port Hardy Recreation Center.

2013-165
HANDICAP PARKING AT
RECREATION CENTER

Moved/Seconded/Carried

THAT Council approves the designation of two additional handicap parking spaces to be located adjacent to the two current handicap spaces located in the parking lot of the Port Hardy Recreation Center.

3. J. Long, Director Corporate & Development Services (Oct.30/13) re: 2014 Council Meeting Dates.

J. Long, Director of Corporate & Development Services advised Council that the UBCM Convention dates are September 22 to 26, 2014 and suggested Council may wish to amend the proposed meeting schedule to cancel the September 23, 2014 Regular Council meeting.

2013-166
2014 COUNCIL
MEETING DATES

Moved/Seconded/Carried
THAT Council approves the following regular meeting dates for 2014:
January 14 and 28, February 11 and 25, March 11 and 25, April 8 and 22, May 13 and 27, June 10 and 24, July 8 (July 22 cancelled for summer break), August 12 (August 26 cancelled for summer break), September 9 and 30 (Sept 23 cancelled for UBCM Convention), October 14 and 28, November 12 and 25 and December 9 (December 23 cancelled for Christmas break).

BYLAWS

1. District of Port Hardy Revenue Anticipation Borrowing Bylaw 1017-2013. For adoption.

2013-167
BYL1017- 2013
REVENUE
ANTICIPATION
BORROWING ADOPTED

Moved/Seconded/Carried
THAT Bylaw 1017- 2013 Revenue Anticipation Borrowing Bylaw for 2014 is hereby adopted.

2. District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013

Staff Report: Allison McCarrick, Director of Financial Services (Oct.10/13) re: User Rates and Fees 2014, Bylaw 1016-2013 was received as information.

Mayor Parnham advised there was more work to be done on the 2014 User Rates Bylaw by staff and requested that at this time it receives First Reading only.

2013-168
BYL 1016-2013 USER
RATES & FEES FOR
2014. 1ST READING
ONLY

Moved/Seconded/Carried
THAT District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013 receives First Reading.

3. District of Port Hardy Municipal Ticket Information System Amendment Bylaw, Amendment Bylaw No. 1018-2013. For First, Second and Third Readings

J. Long, Director of Corporate & Development Services advised Council that the amendments will incorporate the Storm Drain Connection Regulation and Vacant Property Bylaws into the Municipal Ticket Information Bylaw to allow fines to be issued for contraventions under these Bylaws.

2013-169
BYL 1018-2013 AMEND
MTI BYL 01-2010. 1ST,
2ND & 3RD READING

Moved/Seconded/Carried
THAT District of Port Hardy Municipal Ticket Information System Amendment Bylaw, Amendment Bylaw No. 1018-2013 receives First, Second and Third Readings.

ADJOURNMENT

2013-170
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 7:55 pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

MAYOR

REGULAR COUNCIL MEETING November 12, 2013			
D. Lemelin Canadian Union of Postal Workers re: Canada Post services	Write to Canada Post and request information on the list of services currently offered by Canada Post and to inquire if communities can determine what services can be available at their local Post Office AND THAT a copy of the letter be sent to Denis Lemelin, National President, Canadian Union of Postal Workers.	JL	Done
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.	THAT the District of Port Hardy support the Santa Claus Parade December 1, 2013 by assisting with barriers and street closures Advise of approval. Advise agencies of road closures Advise PW re barriers	JL/LD JL/LD TK	Done Done Scheduled Dave Pratt to do
David Pratt, Harbour Manager, re: Spring and Summer Report for 2013	Was received as information. Direction to Staff: to review the recommendation by the Harbour Manager regarding the develop a contractual agreement between the District and a towing company to ensure consistency in towing practices for 2014.	TK	
PH Lions (re: Request for permission for Annual Timmy's Roadblocks on Saturday December 7th, 10:00 am - 2:00 pm and use of District barriers. Emergency Coordinator Volunteer Position	Approved as requested Advise of approval. Advise agencies of road closures Advise PW re barriers Council appoints Michael McCulley as Emergency Coord effective December 17, 2013. Council directed Staff to write and thank Bob Hawkins for his service as the Emergency Coordinator Advise M. McCulley of appointment Write thank you letter to Bob Hawkins for mayor's signature	JL/LD JL/LD TK	Done Done Scheduled
Bear Cove Recreation Site Lease	Council approves the contractual agreement Bear Cove Recreation Site Lease, between the District and Jim Henschke and Juanita Klatt for the purpose of providing tourism services at the Bear Cove Recreation Site Advise proponents of approval. Execute lease	JL JL	Done Done
Huddleston Trails	Council approves naming of the trail network referred to as Inner City Park, as Huddleston Trails Proceed with naming of trail	RD RD	
		TK & PS	Signage ordered

Pool Access - Policy CP2.6 Staff Access to Swimming Pool and Arena	Policy CP2.6 be reinstated with changes as: Aquatic Centre and Arena Access for Members of Port Hardy Volunteer Fire Department.	LD	Done
Provision of Building Inspection Services to Other North Island Local Governments	Reinstate policy with changes and distribute Extend invitations to participate and prepare agreements where required	JL	Invitations sent
Aquatic Coordinator re: Handicap parking at Port Hardy Recreation Center.	Council approves two more handicap parking spaces, adjacent to the two current spaces, at the Port Hardy Recreation Center		
Dir. Corp & Devel Services re: 2014 Regular Council Meeting Dates.	Proceed with marking of handicapped parking spaces as approved	TK	Scheduled with weather permitting
2. District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013	Council approves the following regular meeting dates for 2014 as presented and amended by the Director of Corporate & Development Services. Advertise 2014 regular council meeting dates in newspaper and post to website / notice board THAT District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013 receive First Reading. Bring back to Council for 2 nd and 3 rd reading when advised to do so.	JL	Revising ad Posted on notice board
	REGULAR COUNCIL MEETING October 22, 2013	LD	
Recommendations to Council from the In-Camera Meeting of Oct 22/13 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. Issues need to be resolved.
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	Done

ITEM	REGULAR COUNCIL MEETING August 27 , 2013 ACTION	WHO	STATUS /COMMENTS
Zoning Bylaw 1010-2013	Waiting for 2 nd draft	JL	Presentation by Urban Systems to Council and public information meeting on December 11/13
Costs for information stands at Carrot Park.	REGULAR COUNCIL MEETING May 7 , 2013 Subject to review of sign content, the District to fund \$2,532.60 for installation of the information stands along the seawall in Carrot Park. Advise Ch of Comm & arrange sign content review Advise PW	PS	Working with Committee and C/Hemphill on final concepts Done -First Nations consultation underway Done - First Nations art work commissioned.
Cape Scott Windfarm Interpretive Center	REGULAR COUNCIL MEETING April 9 , 2013 Contact CSW re: Building an interpretive Center	RD	Pending GDF-Suez action
Cenotaph Project	Prepare grant application. Bring to Council for further consideration	PS/TK	Done: Estimates and quotes to Dir. Ops, next meet to discuss quotes, Construction spring 2014.



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SAIL AND LIFE TRAINING SOCIETY

Box 5014, Station B, Victoria, BC, Canada V8R 6N3
T 250-383-6811 F 250-383-7781 W www.salts.ca

2000-20 SALTS 5



November 15, 2013

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

Attention: Mayor and Council, District of Port Hardy

Dear Mayor and Council,

Re: SALTS Sail and Life Training Society – 2014 Bursary Offer

Thank you for making arrangements for Alexandra Southgate to receive the SALTS bursary to participate in our sail training program this past summer. Alexandra served as a tremendous ambassador for your community during her 10-day trip from Victoria to Port Hardy aboard the tall ship *Pacific Swift*.

As you may know, SALTS Sail and Life Training Society is a not-for-profit organization based in Victoria that operates a dynamic sail training program for young people age 13 - 25 aboard historic tall ships. Each summer season, over 250 young people participate as part of our ten-day voyages that see our two tall ships circumnavigate Vancouver Island.

For many years, our two tall ships have used Port Hardy harbour as an ending and starting point for the final two voyages of our summer season. In 2014, a new sailing schedule will see our ships visit Port Hardy during three of our summer voyages. Over 190 young sailors and their families will travel to and from Port Hardy to be a part of these SALTS voyages in 2014. Our staff, crews and trainee families have come to greatly appreciate the services and hospitality of your community and the professionalism and kindness of Port Hardy Harbour Authority staff.

We would like to continue to build partnerships with your community and would like to offer the District of Port Hardy a full bursary for a male (age 13 – 18) of your choice that meets the eligibility requirements for the SALTS Bursary Program (see enclosed). The bursary covers the full cost of a ten-day sail training voyage aboard one of our tall ship schooners, the *Pacific Grace*, in summer 2014. I have enclosed a brochure that outlines the details of the SALTS summer program and what a trip like this would entail. The value of the bursary (i.e. our cost to provide one berth on the voyage) is \$1,574.37, and the bursary would be provided to you free of charge.

DEC 21 2013

The bursary we are able to offer your organization is for a male (age 13 – 18) on the following voyage:

Sailing Dates: June 27 – July 6, 2014 (Trip 2)

Trip Start Location: Victoria, BC

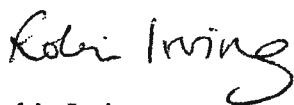
Trip End Location: Port Hardy, BC

Our summer sailing program fills up very quickly (i.e. most of our trips are fully booked within a half hour of registration opening). However, we have held a number of berths for groups, such as yourselves, who can select a bursary recipient who wouldn't otherwise have an opportunity to participate in a program of this nature.

We would appreciate a response by December 15, 2013 to indicate whether or not you are able to partner with us in selecting a bursary recipient this season. If you are able to partner with us this season, please sign and return the enclosed Bursary Partnership Agreement by fax (250-383-7781) or email by December 15, 2013. The name of the recipient and their registration details would not be required until April 1, 2014.

If you have any questions, I can be contacted by email (robin@salts.ca) or by telephone (1-888-383-6811). I look forward to hearing from you.

Fair Winds,



Robin Irving

Booking Manager

S.A.L.T.S. Sail and Life Training Society

Enclosure 1 - SALTS background and SALTS bursary partner eligibility requirements

Enclosure 2 - SALTS program fitness requirements

Enclosure 3 - SALTS Bursary Partnership Agreement

Enclosure 4 - SALTS summer brochure

Cc: Rick Davidge, Chief Administrative Officer, District of Port Hardy



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SAIL AND LIFE TRAINING SOCIETY

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ABOUT SALTS

The Sail and Life Training Society (SALTS) of Victoria, BC operates two tall ship sailing vessels and has provided sail training for young people off the coast of Vancouver Island since 1974. Each year over seventeen hundred young people participate in an experience which combines all aspects of shipboard life, from helmsmanship to galley chores, with formal instruction in navigation, pilotage, seamanship and small boat handling. Through sail training, each individual is given the opportunity to develop physically, mentally and spiritually in a community setting within the unique atmosphere of shipboard life. SALTS is a registered charity in both Canada and the USA. ps and learn more about us at www.salts.ca.

SALTS BURSARY PARTNER ELIGIBILITY REQUIREMENTS

Partner Organizations must:

- provide programs or services to youth/young adults
- be located on Vancouver Island
- select a bursary recipient that meets the criteria enclosed
- if necessary, be prepared to arrange transportation and cover any transportation costs for the bursary recipient to get to the start and end locations of the voyage
- not sell the bursary or use it for fundraising efforts
- not provide or fund abortion services
- thank SALTS in your organization's newsletter (and website if possible)
- ensure that the bursary recipient shows up on sailing day or gives cancellation notice of at least seven days

Bursary recipients (young people) must:

- complete a SALTS summer sailing registration form available online at www.salts.ca under Summer Trips
- be aged 13-18
- be of the gender designated above (we are seeking to ensure that both males and females receive bursaries from our partner organizations)
- reside on Vancouver Island
- not be recovering from alcohol/drug addiction or serious emotional trauma (we are not staffed to accommodate rehabilitation)
- be physically healthy and mobile in order to participate in sail training and land-based physical activities (see guidelines enclosed)
- be hand-picked by the partner organization, not chosen by draw or lottery

NOV 21 2013

- be aware of our programs and the challenges of living on a ship (e.g. confined space, little privacy, no showers on board); the Booking Manager can answer any questions they have
- be in a position to benefit from mentorship and living in a caring community
- be eager to explore the coast by tall ship
- provide a photograph and thank-you letter to the SALT Society within two weeks after the voyage with the understanding that SALTS may publish these online and/or in print



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NOV 21 2013

SALTS Program Fitness Requirements

Sailing with SALTS is a safe activity for anyone who is physically agile and alert. However, situations may arise where there are erratic and heaving motions of the deck, slippery conditions on deck and moving parts of the ship's rigging. These situations require a certain level of active involvement on the part of each participant. In addition, every person on board must have the physical strength to be able to climb the ship's companionway ladders (8' high) while the ship is in motion, and participate in hauling lines to set sail. It may be necessary to use footholds and arm strength to climb over the side of the ship to board or disembark at a dock or when utilizing the ship's dories. Motion sickness may occur.

The following is a list of medical conditions that may inhibit your participation or compromise your safety and that of your shipmates.

1. Limited agility due to factors such as:
 - a. Use of canes or other walking aids
 - b. Severe arthritis—rheumatoid or other forms
 - c. Obesity
 - d. Neurological disorders
2. Pregnancy
3. Frailty
4. Impaired vision
5. Claustrophobia
6. Inability to tolerate stressful situations (physical or psychological)
7. Chest pain
8. Poor balance or dizziness

If any of these conditions apply to you, please consult with your physician to confirm your ability to safely participate in a sailing voyage with SALTS. Please inform the SALTS office at the time of registration regarding these conditions and any medications you are taking or medical allergies you have.



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NOV 21 2013

Bursary Program Partnership Agreement

We, the undersigned, agree to partner with SALTS to provide a bursary to an eligible young person for the summer 2014 sailing program. We meet the eligibility requirements for organizations listed above. We will select a young person who meets the eligibility requirements for trainees **before April 1, 2014** and will communicate the name and contact information of the young person to SALTS by that date.

Organization Name: _____

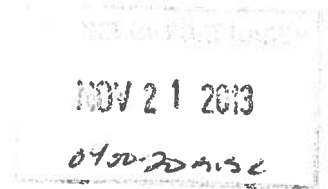
Authorized Representative: _____

Job Title: _____

Phone: _____

Email: _____

(Please fax - 250-383-7781 - this agreement to the SALTS office by December 15, 2013)



Honours and Awards Secretariat

November 14, 2013

Her Worship Bev Parnham and Councillors
District of Port Hardy
Box 68
Port Hardy BC V0N 2P0

Dear Mayor and Councillors:

Re: Order of British Columbia ~ 2014 Call for Nominations

It is time once again to “call for nominations” for the Order of British Columbia, the highest honour the Province can bestow on its citizens for excellence and outstanding achievement. Anyone is welcome to nominate a deserving individual as candidate for appointment to the Order of British Columbia. I seek your assistance in informing your municipality about this opportunity to take part in the public recognition of its outstanding citizens. Could you bring this up at your next council meeting?

An independent Advisory Council chaired by the Chief Justice of British Columbia considers nominations to the Province’s highest award for excellence and outstanding achievement. Three hundred and forty-five distinguished British Columbians have been honoured since 1990.

For your information, a report listing all of the recipients of the Order is available on our website <http://www.orderofbc.gov.bc.ca>. If you would like this report broken down by City/Town, please contact our office.

Nomination forms for the Order are available from the Honours and Awards Secretariat in Victoria, (250) 387-1616, or on the website: <http://www.orderofbc.gov.bc.ca>. Completed nominations must be received by the Secretariat by **March 7, 2014** to be considered. Nominations received after this will automatically be forwarded for consideration in 2015.

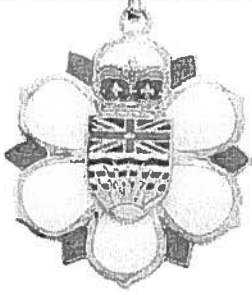
Your continuing support of the Order of British Columbia is very much appreciated.

Yours sincerely,

Karen Felker
Coordinator

Telephone: 250 387-1616 Fax: 250 356-2814

NOMINATION FORM



Order of BRITISH COLUMBIA

Nominations and letters of support must be received by the *first Friday in March* to be considered in the same calendar year.

Nominations received after this will be included in the selection process for the next calendar year. Faxes and electronic submissions will be accepted.

IS YOUR NOMINEE ELIGIBLE?

Any resident of British Columbia, or former long-term resident, who has demonstrated outstanding achievement, excellence or distinction in any field of endeavour benefiting the people of the Province or elsewhere is eligible.

Please review and acknowledge the following:

- The nominee is a current or former resident of B.C. who has demonstrated outstanding achievement, excellence or distinction in any field of endeavour benefiting the people of the Province or elsewhere. (Fields of endeavour may consist, for example, of community leadership, business, labour, industry, volunteer service, professions and other occupations, arts, sports and others.)
- The nominee is not an elected representative. (Federal, provincial and municipal elected representatives are not eligible for appointment to the Order while they remain in office.)
- The nominee is living as of the time of the nomination. (A person may not be appointed to the Order posthumously unless the Advisory Council recommends the appointment to the Lieutenant Governor in Council before the person's death.)
- The Nominee is not the same person as the Nominator. (Self-nominations will not be accepted.)
- The nomination is not for an act of bravery. (The Order is not awarded for acts of bravery.)
- The nomination is not for a group or organization. (The Order cannot be bestowed upon an organization.)

For a list of alternate honours and awards please access the Order of British Columbia website at orderofbc.gov.bc.ca.

The information on this form is collected under the authority of the Section 26(c) and 27(1)(c) of the *Freedom of Information and Protection of Privacy Act* [RSBC 1996 c.165] and will help us to assess the eligibility and to notify recipients of the Order of British Columbia.

By submitting this form you are confirming that individuals who have agreed to submit letters in support of this nomination have authorized you to provide their information as disclosed on this form.

If you have any questions about the collection, use or disclosure of this information, please contact the Honours and Awards Secretariat at (250) 387-1616 or by e-mail at orderofbc@gov.bc.ca. Knowledge of a proposed nomination should be restricted to the individuals compiling the nomination.



NOV 15 2013

Her Worship Beverly Parnham
Mayor of Port Hardy
PO Box 68
Port Hardy BC V0N 2P0

995614

NOV 22 2013

Dear Mayor Parnham:

I am writing to follow up on our discussion regarding physician services and technical support staff in the community of Port Hardy, that took place at the Union of British Columbia Municipalities Convention in September 2013.

The government is committed to supporting the recruitment and retention of physicians in rural British Columbia communities. A comprehensive set of programs and initiatives have been established for this purpose. The Joint Standing Committee on Rural Issues (JSC), with representation from the British Columbia Medical Association, the Ministry of Health, and health authorities, administers and oversees funding of these programs and initiatives. More information on these programs can be found at: <http://www.health.gov.bc.ca/pcb/rural.html>. As well, Health Match BC, a government-funded recruitment agency, is in place to assist health authorities with recruitment of physicians and allied health professionals such as physiotherapists, occupational therapists, and radiation technologists. More information can be found at: <http://www.healthmatchbc.org>.

The community of Port Hardy may also want to consider the option of recruiting a nurse practitioner. As primary health care providers, nurse practitioners can diagnose, prescribe, treat, and order diagnostic tests for their patients. I recommend that the community work with Dr. Lynn Stevenson, the Chief Nursing Officer for Vancouver Island Health Authority (VIHA), to discuss the possibility of applying under the Nurse Practitioners for British Columbia program. The third call for proposals deadline is December 20, 2013. More information can be found at: http://www.primaryhealthcarebc.ca/resource_np.html.

It is important for communities experiencing recruitment and retention challenges to work with their regional health authority, which has recruiters who will collaborate with Health Match BC to coordinate efforts in the recruitment of physicians and allied health support staff. I would encourage you to work collaboratively with Mr. Rod O'Connell, Strategist Talent Acquisition and Retention, VIHA (Rod.OConnell@viha.ca), and Ms. Brenda Warren, Manager, Physician Recruitment, VIHA (Brenda.Warren@viha.ca) and with Mr. Joe Gallagher, Chief Executive Officer at the First Nations Health Authority (Joe.Gallagher@fnha.ca), on recruitment efforts for Port Hardy.

...2

Community leaders can assist this process significantly by taking whatever steps they can to present their community as an attractive place for physicians and health professionals to live and practice. Your health authority may be able to assist you in developing some ideas specific to Port Hardy.

I appreciated the opportunity to meet with you and to respond to your concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Terry Lake".

Terry Lake
Minister

pc: Mr. Rick Davidge, CAO, District of Port Hardy
Ms. Debbie Huddleston, Councillor, District of Port Hardy
Ms. Janet Dorward, Councillor, District of Port Hardy
Mr. John Tidbury, Councillor, District of Port Hardy
Mr. Rick Marcotte, Councillor, District of Port Hardy
Mr. Rod O'Connell, Strategist Talent Acquisition and Retention, VIHA
Ms. Brenda Warren, Manager, Physician Recruitment, VIHA
Mr. Joe Gallagher, Chief Executive Officer, First Nations Health Authority



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 X
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 12th day of November, 2013.

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

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

Adopted on the day of , 2013.

Director of Corporate &
Development Services

Mayor

Certified a true copy of
Bylaw No. 1018-2013 as adopted.

Director of Corporate
& Development Services