



DISTRICT OF PORT HARDY

AGENDA

REGULAR MEETING OF COUNCIL

7:00 PM

TUESDAY, JANUARY 14, 2014

MUNICIPAL HALL COUNCIL CHAMBERS

7360 COLUMBIA STREET

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

**4 DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
7:00 pm TUESDAY, JANUARY 14, 2014
Council Chambers - Municipal Hall**

A. CALL TO ORDER

Time:

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Motion required

1. 2.

C. ADOPTION OF MINUTES

1-4 1. The minutes of the Committee of the Whole meeting held December 10, 2013.

Motion required

1. 2.

5-10 2. The minutes of the Regular Council Meeting held December 10, 2013.

Motion required

1. 2.

11-16 3. The minutes of the Committee of the Whole meeting held December 11, 2013.

Motion required

1. 2.

D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL

1. Michael Winter, Community Ministries Supervisor, Salvation Army Lighthouse Resource Centre re: Current Programming at Lighthouse Resource Centre.

17-23 2. Pat English, Manager of Economic Development, Regional District of Mt. Waddington re: Presentation on *Come Back Home* Project.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

24-25 1. Council Action items. For information.

F. CORRESPONDENCE

26-37 1. Hon. Coralee Oakes, Minister of Community, Sport and Cultural Development (Dec.12/13) re: Invitation to provide input on local government election reform. For information.

2. Copies of correspondence regarding BC Ferries cuts to coastal ferry service. For information.

38 a. Mayor Jan Allen, Village of Port Alice (Dec.17/13)

39-42 b. Mayor Jack Mussallem, City of Prince Rupert (Dec.6/13)

43-44 c. Mayor Mary Sjostrom, City of Quesnel (Dec.20/13)

G. NEW BUSINESS

None in agenda package.

H. COUNCIL REPORTS

1. Verbal reports from Council members.

I. COMMITTEE REPORTS

- 45-46** 1. Operational Services Committee, draft minutes of the meeting held December 17, 2013.

Recommendation to Council

The Operational Services Committee recommends to Council that the District of Port Hardy selects the District owned property located at the south-west corner of Trustee Road and Douglas Street for the new Public Works facility, AND THAT detailed design work be undertaken as per the 2014 Capital Plan.

Motion / direction 1. 2.

J. STAFF REPORTS

- 47-48** 1. Accounts Payable December 2013. For information.

K. CURRENT BYLAWS AND RESOLUTIONS

- 49** 1. Staff Report: A. McCarrick, Director of Financial Services re: Bylaw 1016-2013 User Rates and Fees for 2014. For information.

- 50-78** Bylaw 1016-2013 User Rates and Fees for 2014 for Second Reading as amended

Motion required 1. 2.

Bylaw 1016-2013 User Rates and Fees for 2014 for Third Reading

Motion required 1. 2.

- 79-80** 2. Staff Report: J. Long, Director of Corporate & Development Services re: Bylaw 1020-2014 a Bylaw to Amend Open Burning and Smoke Control Bylaw No. 15-2012. For information.

- 81-88** Bylaw 1020-2014 a Bylaw to Amend Open Burning and Smoke Control Bylaw No. 15-2012 for First, Second and Third Reading.

Motion required 1. 2.

L. PENDING BYLAWS

None

M. INFORMATION AND ANNOUNCEMENTS

January 16 Operational Services Committee, 4:00 pm Council Chambers
January 28 Noon Emergency Planning Committee, Noon Council Chambers
Regular Council Meeting, 7:00 pm Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera Meeting scheduled at this time.

- O. ADJOURNMENT** 1. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING OF COUNCIL
DECEMBER 10, 2013**

CALL TO ORDER: Mayor Bev Parnham Time: 6:06 pm

PRESENT: Mayor: Bev Parnham
Councillors: Janet Dorward, Debbie Huddlestan, Jessie Hemphill,
Rick Marcotte, Nikki Shaw, John Tidbury

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services

REGRETS: None

Media: None
Members of the Public: None

COW 2013-010
APPROVAL OF AGENDA
AS PRESENTED

APPROVAL OF AGENDA

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

DELEGATION

1. Mr. Greg Batt, Associate Regional Director, Mount Waddington Region, North Island College.

Mayor Parnham introduced Mr. Batt to the Committee. She advised that she had met with Mr. Batt recently as a prelude to a meeting with John Bowman, President of North Island College.

Mr. Batt distributed a presentation handout to the Committee and explained that it identifies four key priority areas for the North Island College for 2013 and 2014 as follows:

Priority One: Pathways and Transitions

This priority includes dual credit options (trades technology and university transfers), science based courses with the use of video conferencing, early childhood education program in partnership with School District No. 85, and First Nations education planning (full time NIC advisor in high schools to assist First Nations students). Dual admissions is another tool that NIC will use which would allow students to start their education in Port Hardy using university transfer credits through video conferencing. Transfer agreements between NIC and Vancouver Island University, University of Victoria, University of British Columbia, and many BC Colleges are in place to help facilitate this initiative. There are new or expanded programs in carpentry, early childhood education, language revitalization, manufacturing, health care assistant, licenced practical nurse, human service

worker and educational assistant. A more flexible high school transition would also be available which would offer a dual credit type of scenario.

Priority Two: Retention and Access to Services

This priority seeks to ensure that full time tutoring, support and academic advising services are available to students. Testing / exam invigilation would be offered two full days a week plus one evening. Adult Basic Education (ABE) and upgrading with flexible service delivery in English and math both on and off campus, online and through tutoring. Mr. Batt noted that Alert Bay has a full timer ABE instructor. He advised that the English as Second Language Settlement Assistance Program would be expanded by providing services in Port Hardy, Port Alice, Port McNeill and Sointula. University transfer courses are available at the Port Hardy Campus through video conferencing.

Priority Three: Expanded Program Delivery

Mr. Batt advised that the NIC business program is now entirely online and in modules that allow completion in both certificate and degree programs. He indicated that there are multiple options for blended learning through the use of:

- the video conferencing system which has been upgraded so that instructors can teach from the Port Hardy campus;
- a white board;
- LYNC which is real-time communications server software providing a variety of communications tools including structured conferences (audio, video and web conferencing); and,
- Podcasts.

Mr. Batt advised that NIC has developed software called Remote Web Science Labs (RWSL) which is used in US colleges. NIC is able to utilize RWSL to provide lab science courses at a distance.

Mr. Batt indicated that as part of this priority, NIC is reviewing its community based programs in fisheries technology, office technology, health, trades, forest technology and food security. He advised that NIC's continuing education and training is expanding in the region. He further indicated that NIC is in the process of developing a Mount Waddington Plan for the region which will integrate plenty of opportunity for local public consultation and community discussion.

Priority Four: Research to Action

Mr. Batt advised that Priority Four involves working with other partners to develop ideas and bring them to the table as viable programs. NIC's partners include Vancouver Island Community Research Alliance, Vancouver Island Health Authority (now Island Health), Island Coastal Economic Trust, Innovation and Development Corporation, Mount Waddington Community Futures, School District No. 85 and the First Nation Education Council. He noted that essential skills programming available and/or under development (dependent on funding) include:

- Leadership and Capacity Building for First Nations
- Carpentry Access Foundation

- Underground Mining Essential Skills Certificate
- Campground Operators Program
- Aquaculture Technician
- Coastal Forest Resource Skills Certificate
- Applied Business Technology

The Committee asked several questions and there was discussion on a number of points including such things as:

- How would a newcomer learn about NIC and its programs?

Mr. Batt advised that NIC works in partnership with the Settlement Assistance Program who would provide information related to college services and contacts. Information is available through a number of other sources as well.

- Why do aquaculture students initiate their programs in Port Hardy and area and go south for further training to complete their programs?

Mr. Batt advised that aspects of the program are only available down Island where facilities or other resources exist. He advised that NIC is looking at setting up a component of this program in partnership with the Namgis First Nation of which closed containment would be a key aspect of the program.

- Does the College measure the success of its programs?

Mr. Batt advised that there is follow up on student placement in the workforce and placement is assessed based on the education and training that the students acquire.

- There is concern about the long term plan for NIC.

Mr. Batt advised that NIC will be here for a long time to come and there are no plans to close or relocate.

- Port Hardy is poised insofar as the College taking advantage of programming that is geared towards / focused on the ocean.

NIC is hoping to develop more programs that are viable as time and funding permit.

It was pointed out that there are lots of resources on the North Island that are underutilized that could contribute to the education and programs offered through NIC. An example is the Quatse Hatchery which has its own lab.

It was acknowledged that for kids finishing high school that don't want to leave the community / area, the College is a huge asset. It has the potential to help retain youth, at least for longer periods. The ability to transfer courses is a big plus that means that youth do not have to leave the community right after high school, but rather, can take advantage of cheaper living at home while they complete or get a start on their educations.

It was noted that we all have to abide by Work Safe BC requirements and the North Island offers significant diversification associated with the types of careers and

activities that interact with various safety requirements. In this regard, there are great opportunities for achieving efficiencies in the delivery of safety training / programs with combined training at the college. In effect, pooling of workers / employees who require training in order to meet the minimum requirements for delivering courses and training vis-à-vis NIC. It was pointed out that the community can work together to help the college be more viable in the diversification of its training / course delivery, particularly on the safety front.

Mr. Batt acknowledged that the College needs to do a better job of making some of its courses more attractive and creating awareness in order to generate interest.

Mayor Parnham thanked Mr. Batt for taking the time and effort to attend Committee and share his presentation.

ADJOURNMENT

COW 2013-011
ADJOURNMENT

Moved
THAT the Committee of the Whole Rise. Time: 6:49 pm

DIRECTOR OF CORPORATE &
DEVELOPMENT SERVICES

DEPUTY MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL
DECEMBER 10, 2013**

CALL TO ORDER: Mayor Bev Parnham

Time: 7:00 pm

PRESENT: Mayor Bev Parnham

Councillors: Janet Dorward, Jessie Hemphill, 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
Patti Smedley, Economic Development and Community Coordinator
Leslie Driemel, Recording Secretary

Media: North Island Gazette
Members of the Public: Two

REGRETS: None

APPROVAL OF AGENDA

Mayor Parnham advised of an addendum to the agenda under F. Correspondence Items 3 and 4:

3. Re: BC Ferries – Service Cuts as outlined in the BC Ferries’ 2013 Discussion Guide
 - a. Mayor Parnham, Letter to Premier Christy Clark (Nov. 28/13)
 - b. District of Port Hardy Press Release (Nov. 28, 2013).
 - c. Port Hardy & District Chamber of Commerce Press Release (Dec.4/13)
 - d. Dave Rushton, Chair, Regional District of Mt. Waddington, to Hon. Todd Stone, Minister of Transportation and Infrastructure (Dec.4/13).
4. Ken Fuller, Manager, Northern Vancouver Island Salmonid Enhancement Association (Dec.9/13) re: Construction Access through District Property.

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

ADOPTION OF MINUTES

1. The minutes of the Regular Meeting of Council held November 26, 2013.

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

2013-176
APPROVAL OF AGENDA
AS AMENDED

2013-177
REGULAR COUNCIL
MINUTES NOV 26/13
APPROVED AS
PRESENTED

DELEGATIONS

Mike Desrochers and Mac Willing re: Presentation on the North Island Invasive Species Partnership (NIISP). Mr. Desrochers, through a power point presentation, provided an overview of the purpose of the North Island Invasive Species Partnership. It is affiliated with the Coastal Invasive Species Committee and have access to funding sources. The organization deals with invasive plants and animals, but the main concerns are Japanese knotweed, hogweed, tansy ragwort and broom. Council was advised that broom is no longer considered an invasive species by the Provincial Government, but it is still a concern to local ecology.

Council was informed invasive species are harmful to the environment, damage infrastructure and that public safety is also an issue. Treatment options include herbicides, biological and mechanical removal. Through corporate and public awareness, school presentations and eradication work parties, NIISP is providing education on invasive species and how do deal with them. It was noted that the District's Unsightly Premises Bylaw addresses noxious weeds as defined in the Weed Control Act. The Weed Control Act requires an occupier of land, premises or property to control noxious weeds on growing or located on that land, premises or property. Council was advised it is important that developers are aware of invasive species prior to land clearing in order to help stop the spread of the invasive plants.

Mayor Parnham thanked Mr. Desrochers and Mr. Willing for their informative presentation.

Councillor Hemphill recommended that NIISP meet with the Sustainability Committee for further discussion.

Moved/Seconded/Carried

THAT Council refers the issue of invasive species and further discussion with the North Island Invasive Species Partnership to the Sustainability Committee.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

1. Rhona Martin, President, UBCM (Nov.19/13) re: Gas Tax Agreement Community Works Fund Payment of \$101,999.81 was received as information.
2. Don Hubbard, Board Chair, Island Health (Nov.27/13) re: Community Care Facilities in Port Hardy and Port McNeill was received as information.

Addendum

3. BC Ferries – Service Cuts as outlined in the BC Ferries' 2013 Discussion Guide
 - a. Mayor Parnham, Letter to Premier Christy Clark (Nov. 28/13)
 - b. District of Port Hardy Press Release (Nov. 28, 2013).
 - b. Port Hardy & District Chamber of Commerce Press Release (Dec.4/13)

2013-178
REFER INVASIVE
SPECIES / NIISP TO
SUSTAINABILITY
COMMITTEE

BC FERRIES – SERVICE
CUTS AS OUTLINED IN
THE BC FERRIES' 2013
DISCUSSION GUIDE

- c. Dave Rushton, Chair, Regional District of Mt. Waddington, to Hon. Todd Stone, Minister of Transportation and Infrastructure (Dec.4/13).

The above correspondence was received as information.

Mayor Parnham outlined the serious concerns regarding the socio-economic impact of the BC Ferries' service cuts to coastal communities. Council was advised that there are First Nations, local governments from the coast and interior of the Province, tourism organizations and chambers of commerce lobbying the Provincial Government to delay implementation of the cuts until a full socio-economic study can be completed. Mayor Parnham advised that European tour operators are having to cancel trips resulting in the area being reported as not being able to provide reliable transportation.

Patti Smedley, Economic & Community Development Coordinator advised Council that she is working with Carly Perkovich of the Port Hardy and District Chamber of Commerce on ways to lobby the Provincial Government including compiling a survey from businesses, a template letter to the premier and preparing and distributing a fact sheet.

4. Ken Fuller, Manager, Northern Vancouver Island Salmonid Enhancement Association (Dec.9/13) re: Construction Access through District Property

J. Long, Director of Corporate & Development Services, provided an overview of NWISEA's proposal to construct a permanent fish counter weir on the Quatse River. The project has been supported by the District and the NWISEA is making application for funding for the project. The NWISEA requires access over the District's property (Remainder Lot 1, Plan30281) to facilitate construction of this project which must be approved by DFO and will require restoration of any habitat that is disturbed.

Moved/Seconded/Carried

THAT Council approves the request by Northern Vancouver Island Salmonid Enhancement Association to allow the NWISEA to access over the District's property (Remainder Lot 1, Plan 30281 - 8360 Byng Road) during July of 2014 for the purpose of constructing a a fish counter weir in the Quatse River.

NEW BUSINESS

1. Mayor Parnham, Update on meeting with John Bowman, President of North Island College.

Mayor Parnham updated Council on a recent meeting with John Bowman, President of North Island College. She advised the meeting was constructive and included discussion on such topics as international students, support for targeted funding for rural and remote colleges, and upcoming funding cuts to North Island College.

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

2013-179
NVI SALMONID
ENHANCEMENT ASSOC
ACCESS TO LOT 1
PLAN 30281

MAYOR PARNHAM,
UPDATE ON MEETING
WITH JOHN BOWMAN,
PRESIDENT, NORTH
ISLAND COLLEGE

COUNCIL REPORTS

of the District of Port Hardy, as well information on a variety of community interest matters.

COMMITTEE REPORTS

1. Operational Services Committee, draft minutes of the meeting held November 28, 2013.

Operational Services Committee Recommendation to Council:

The Operational Services Committee recommends to Council that the District of Port Hardy adopts in principle Option 3 as outlined in the September 17, 2012 Stantec report AND THAT the staff advises the Ministry of Environment that the District wishes to proceed with the diversion of the Airport Wastewater Plant flows to the Town Plant AND THAT the District of Port Hardy investigate possible funding partners for the project.

Moved/Seconded/Carried

THAT the District of Port Hardy adopts in principle Option 3 as outlined in the September 17, 2012 Stantec report AND FURTHER THAT staff advises the Ministry of Environment that the District wishes to proceed with the diversion of the Airport Wastewater Plant flows to the Town Plant AND FURTHER THAT the District of Port Hardy investigate possible funding partners for the project.

STAFF REPORTS

1. Accounts Payable November 2013 was received as information.
2. J. Long, Director Corporate & Development Services re: 2014 Committee Appointments

Mayor Parnham advised of an addition to the Committee Appointments: External Committees, Regional Transit – Councillor Tidbury

Moved/Seconded/Carried

THAT Council endorses the following committee appointments for 2014:

STANDING COMMITTEES OF COUNCIL

EXECUTIVE COMMITTEE – All Council

Mayor Bev Parnham, Chair

Councillors: Janet Dorward, Jessie Hemphill, Debbie Huddleston, Rick Marcotte, Nikki Shaw, John Tidbury

Staff: Senior Staff

Meetings: Second and fourth Tuesday of the month at 7:00pm - some exceptions (check official schedule)

SUSTAINABILITY COMMITTEE – Sustainability (Carbon Footprint)

Councillor Jessie Hemphill, Chair

Councillors: Nikki Shaw, Debbie Huddleston

2013-180
APWWTP RE: STANTEC
REPORT SEPT 17/12
OPTION 3 ADOPTED IN
PRINCIPLE & DISTRICT
TO INVESTIGATE
FUNDING PARTNERS

2013-181
2014 COUNCIL
COMMITTEE
APPOINTMENTS

Staff: Chief Administrative Officer, Director of Operational Services, Recreation Facility Foreman

Meetings: Every second Tuesday of the month at 4:30 pm

FINANCE COMMITTEE – Budget, Financial Planning

Mayor Bev Parnham, Chair

Councillors: All Council

Staff: Director of Finance, Chief Administrative Officer

Meetings: Quarterly or as required

ECONOMIC DEVELOPMENT COMMITTEE – Economic Development / Community Projects

Mayor Bev Parnham, Chair

Councillors: John Tidbury, Janet Dorward

Staff: Economic & Community Development Coordinator, Chief Administrative Officer

Meetings: Every fourth Tuesday of the month at 4:30 pm

→ **DOWNTOWN REVITALIZATION COMMITTEE – Select Committee**

Councillors: Janet Dorward (Chair), Rick Marcotte, Jessie Hemphill,

Mayor Bev Parnham

(+ Chamber & Rotary Executives, 3 First Nations, Business)

Staff: Economic & Community Development Coordinator, Chief Administrative Officer

Meetings: As required

OPERATIONAL SERVICES COMMITTEE – Parks, Public Works, Utilities

Councillors: Rick Marcotte, John Tidbury, Debbie Huddleston

Staff: Chief Administrative Officer, Director of Operational Services

Meetings: Every third Thursday of the month at 4:00 pm

COUNCIL REPRESENTATIVES ON DISTRICT COMMITTEES

AWARDS COMMITTEE

Councillors Shaw, Marcotte, Hemphill

Note: 3 councillors are appointed annually in December to review community awards and make recommendations to council, if any, by the end of January the following year. Awards will be presented at the Chamber of Commerce Annual Awards Dinner if possible.

COMMUNITY CONSULTATIVE COMMITTEE

Councillors Jessie Hemphill, Rick Marcotte, Staff: Director of Corporate & Development Services, Economic & Community Development Coordinator

Meetings: As required

EMERGENCY PLANNING COMMITTEE

Councillors John Tidbury, Rick Marcotte Staff: Director of Corporate & Development Services, Emergency Coordinator

Meetings: Last Tuesday of the month at noon.

PORT HARDY VOLUNTEER FIRE DEPARTMENT

Councillors Rick Marcotte, Janet Dorward

EXTERNAL COMMITTEES

| | |
|--|---|
| <u>Regional District of Mt. Waddington</u> (4 votes) | Mayor Parnham – Alternate Councillor Dorward |
| <u>Regional District of Mt. Waddington</u> (3 votes) | Councillor Tidbury – Alternate Councillor Shaw |
| <u>Regional Hospital Board</u> (4 votes) | Mayor Parnham – Alternate Councillor Dorward |
| <u>Regional Hospital Board</u> (3 votes) | Councillor Tidbury – Alternate Councillor Shaw |
| <u>BC Ferries Northern Advisory</u> | Mayor Parnham |
| <u>Island Coastal Economic Trust</u> | Mayor Parnham |
| <u>Mount Waddington Health Network</u> | Councillors Shaw, Huddleston (Housing/Addictions Services) |
| <u>Mount Waddington Health Network</u> | Councillor Huddleston (Steering Committee) |
| <u>Mount Waddington Transit</u> | Councillor Tidbury |
| <u>NI Heritage Society/Museum</u> | Councillor Hemphill |
| <u>North Island Regional Emergency</u> | |
| <u>Management Planning Committee</u> | Councillor Tidbury |
| <u>Port Hardy Twinning Society</u> | Councillor Shaw |
| <u>Scott Islands Advisory</u> | Mayor Parnham |
| <u>Seniors Society</u> | Councillors Huddleston, Marcotte |
| <u>Vancouver Island Regional Library</u> | Councillor Shaw – Alternate Mayor Parnham |
| <u>Vancouver Island North Tourism (VINTAC)</u> | Councillor Hemphill |
| <u>Vancouver Island North Woodlands</u> | |
| <u>Advisory Group (VINWAG)</u> | Councillor Dorward |
| <u>Primary Health Care Local Working Group</u> | Mayor Parnham |

DEPUTY MAYOR SCHEDULE
 DECEMBER 2013 - DECEMBER 2014

| TERM | DEPUTY MAYOR |
|---------------------------------|------------------------------|
| December 1, 2013 – May 31, 2014 | Councillor Jessie Hemphill |
| June 1, 2014 – December 5, 2014 | Councillor Debbie Huddleston |

BYLAWS

None

ADJOURNMENT

Moved
 THAT the meeting be adjourned.

Time: 8:10 pm

 DIRECTOR OF CORPORATE
 & DEVELOPMENT SERVICES

 DEPUTY MAYOR

2013-182
 ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING OF COUNCIL
DECEMBER 11, 2013**

CALL TO ORDER: Mayor Bev Parnham Time: 5:00 pm

PRESENT: Mayor: Bev Parnham
Councillors: Janet Dorward, Debbie Huddlestan, Jessie Hemphill,
Rick Marcotte, Nikki Shaw, John Tidbury

ALSO PRESENT: Jeff Long, Director of Corporate & Development Services
Leslie Driemel Recording Secretary

REGRETS: Rick Davidge, Chief Administrative Officer

Media: None
Members of the Public: None

COW 2013-012
APPROVAL OF AGENDA
AS PRESENTED

APPROVAL OF AGENDA

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

DELEGATION

1. Mr. Dan Huang, Urban Systems Re: Comprehensive Zoning Bylaw Review

Mayor Parnham introduced Mr. Huang who is the Project Manager with Urban Systems who is responsible for the District's comprehensive zoning bylaw review project. Mr. Huang apologized for the delays that the project has experienced and acknowledged that the delays have been due to issues that have affected Urban Systems' ability to produce various components of the project in a more timely fashion in accordance with the original project proposal.

Mr. Huang advised that the purpose of the review is to bring the zoning bylaw into conformity with the Official Community Plan adopted in 2011, to update text and graphics, and to address topics not addressed in the current zoning bylaw. Jeff Long, Director of Corporate & Development Services, outlined the process associated with completion of the project. He advised that Ministry of Transportation and Infrastructure approval of the zoning bylaw is required as there are controlled access highways in the District of Port Hardy and Provincial legislation comes into play in this regard.

Mr. Huang used a PowerPoint presentation to guide the discussion. He outlined the process to date and then reviewed specific topics / issues including secondary suites, alternative energy technologies, waterfront zoning, home occupations, urban agriculture, recreational vehicle storage, residential accessory buildings (setbacks), residential use within the General Holdings zone (assessment /

taxation) and unique land use matters pertaining to specific properties which has been addressed through the application of comprehensive development (CD) zoning, as follows:

Secondary Suites / Carriage Houses

Presentation discussion points:

- Currently, a secondary suite is only permitted within a single detached dwelling.
- Proposing a “carriage home” building located on a residential parcel, that is detached from the principal residence, and contains a secondary residential dwelling unit.
- A carriage home can be either stand alone or as part of an accessory building (e.g. garage).
- For secondary suite, note that current (and proposed) regulations require owner-occupancy of the residential dwelling, which could be legally challenged.

Committee discussion included:

- Bylaws in place to deal with complaints
- Owner occupier clause is restrictive and enforcement of owner occupier clause is an issue
- Perception that owner occupier ensures the property is looked after / maintained in a better fashion
- Density issues
- Rental market conditions in the area

The Committee agreed by consensus to revise the draft zoning bylaw to eliminate the requirement that a property with a secondary suite or carriage home be owner occupied.

Home Occupations

Presentation discussion points:

- Port Hardy’s OCP and current zoning bylaw supports home-based businesses.
- Have modernized language and uses and rather than list the uses that are specifically permitted as a home occupation like the current zoning bylaw does, the draft zoning bylaw does not specify specific uses, but rather prohibits specific uses as home occupations.
- Expanded the home occupation use into subcategories to include: minor (multi-family dwelling), major (single detached dwelling) and rural (single detached dwellings on rural properties).
- Bed and breakfasts are considered as major or rural home occupations.

Committee discussion included:

- Uses that are prohibited in each of the minor, major and rural categories may be overly restrictive, especially in the rural category.
- Consideration should be given to allowing bed and breakfasts in carriage homes and not just in the principal dwelling.
- Could leave the home occupation categories as presented, including rural, and amend zoning bylaw as needed.
- Home occupations as an entry level to commercial scale business ventures.
- There is a need to allow for economic diversification and entrepreneurship.
- There is the potential to detract from commercial areas like the downtown

The Committee will review the list of uses permitted as part of home occupations as allowed in the current zoning bylaw and is interested in hearing what input the public may have.

Sustainable Building Technologies and Alternative Energy Technologies

Presentation discussion points:

- The District's Official Community Plan encourages sustainable building technologies which are defined as "structural or technological elements designed to reduce the carbon footprint of a building".
- The draft zoning bylaw proposes to allow devices that cater to this.
- Co-generation devices (all zones).
- Solar devices (varying regulations for residential, commercial, marine, institutional zones).
- Geothermal (all zones, min 3.0m setback).
- Wind energy devices - small scale (up to 10kw) in all zones, min 0.5ha parcel, max height 10.5m and medium scale (up to 20k2) – non-res zones, min 0.5ha parcel, max height 21.0m.

Committee discussion points included:

- Allowing wind energy devices with restrictions on lot size, tower heights and setbacks.
- Benefits outweighing drawbacks such as appearance, sightlines and noise
- Rooftop windmills versus ground mounted ones.
- Allow in rural residential zones only? Restrict height? Noted, that the minimum height that turbines need to be is about 15 metres to make them viable.

The Committee agreed by consensus to remove medium scale (up to 20k2) devices in non-residential zones.

The Committee requested staff investigate small scale windmill regulations in Nanaimo and if possible, map the locations of .5 ha lots in the District of Port Hardy where windmills would be allowed.

Boat and RV Storage

Presentation discussion points:

- Acknowledgment of Port Hardy's way of life and the fact that boats and RVs are very popular.
- One recreational vehicle and/or one boat not over 15.0m (48ft) is allowed in a Residential front yard – no closer than 1.2m to a side yard
- No commercial vehicle or wrecked vehicles permitted in a residential zone, except in the rear yard under strict regulations.
- The parking of all vehicles on street is regulated by the District's Traffic Bylaw.

Committee discussion points included:

- Sizes of lots within the District, some of which are larger and have room for more storage than smaller urban type lots.
- Combined lengths of RV and boat at 15 meters – D. Huang advised that specific measurements are from the old bylaw and can be adjusted.
- Commercially signed vehicles in residential areas.

The Committee requested that 3.15 (3) a. one truck or commercial vehicle not exceeding 4500.0 kg GVW (5 tons) be changed to one vehicle 8200 kg GVW

Urban Agriculture

Presentation discussion points:

- Port Hardy's OCP seeks to provide residents with the opportunity, knowledge and resources to produce local food.
- Small Scale Urban Agriculture is proposed to be permitted in the R-1, R-1s and RM-1 zones under certain conditions (i.e. no greenhouse, no signage).
- Urban Hens are permitted in R-1 and RM-1 zones with the following regulations:
 - Minimum 495 square metres in lot size
 - Up to 2 or 4 hens permitted depending on lot size
 - No roosters permitted
 - Fencing requirements and minimum setbacks for the chicken coop

The Committee requested that the draft bylaw be revised to allow greenhouses and lighting subject to specifying that lights be directed downwards and not spill onto adjacent properties. Signage in the form of temporary sandwich boards would also be permitted to allow for the seasonal sale of products.

Keeping of Urban Hens

Committee discussion points included:

- Increase the number of hens allowed: 3.20 2) b. from up to two to up to four 4 and 2) c. from up to four 4 to up to six.
- Specifying coop construction as a requirement at a certain number of square meters for each hen and require a storage facility for feed.
- Selling of eggs – not allowed, hens / eggs for personal use only.
- Allowing killing of hens at property or specifying it be done at an abattoir.
- Allowing urban hens in rural designated properties only.
- Enforcement issues.
- Establish a pilot project. Grandfathering issues if a pilot project is done.
- Minimum lot size to allow urban hens.
- Educational aspects of urban hens.
- Allowing bees in all zones.
- Selling of urban agriculture products in residential zones and signage
- Keeping of honey bees as a bear attractant.
- Keeping of bees in the urban areas is a concern of residents with allergies to bees.

The Committee requested staff review the regulations for urban hens in Victoria as it relates to the coops.

The Committee requested that an exception for mason bees be provided in the section of the bylaw limiting uses in any zone.

The Committee agreed by consensus that urban hens be allowed on parcels with a minimum of 450 square metres.

Residential Accessory Buildings

Presentation discussion points:

There is an oversight in the existing zoning bylaw insofar as the lack of provisions for setbacks that are specific to accessory buildings. The proposed bylaw includes the necessary regulations for accessory buildings.

There was general consensus by the Committee for this correction being addressed in the new zoning bylaw.

Comprehensive Development

Presentation discussion points:

A number of unique properties require a comprehensive approach to land use management, addressed through the use of comprehensive development zones, located at:

- 7050 Rupert Street (Providence Place)
- 6710 Hardy Bay Road (Stryker)
- 6050 Bronze Road and 7050 Byng Road (auto wreckers)
- 6855 Market Street (Robert Scott Elementary)
- 9300 Trustee Road (shopping mall which includes Hardy Bouys and Law Courts)

The Committee discussion points included:

- Five specific Comprehensive Development zones for the five specific properties listed above given the range of uses existing on each.
- Unique properties with specific land management issues.

Other

Presentation discussion points:

- New waterfront (W-1) zone to provide zoning for water areas designed to allow uses and protect the foreshore.
- New airport (A-1) zone to provide a comprehensive approach to airport management and development
- Addition of single detached residential, home occupations and agriculture to the General Holdings (GH-1) Zone.
- New temporary use permit regulations based on amendments to the local government act.
- Updated parking standards.
- Consistent terminology and language updated throughout the document

The Committee discussion points included:

- Inclusion of Quatse Estuary area in the W-1 zone.
- Are tourist activities permitted in the M-1 zone at facilities like the seaplane base? Yes, as they would be considered to fall under the principal permitted uses that include marinas and seaplane operations.

Marihuana for Medical Purposes Regulation (MMPR)

Presentation discussion points

- New Health Canada regulations which will phase out personal use licences by April 14, 2014 in favour of new larger scale production facilities.
- Various local governments are currently reviewing their zoning bylaws to determine applicability and permitted uses within their communities – Agricultural? Industrial? Commercial? None of the above? Health Canada states that they will respect local municipal zoning bylaws.
- Agricultural Land Commission has deemed it an appropriate agricultural use with some of the “right to farm” legislation applicable.
- This has not been raised as an issue through the Port Hardy process, and may require legal advice as appropriate

Committee discussion points included:

- No ALR designated properties in Port Hardy.
- Zoning bylaw as a tool to zone for use, not user, how does MMPR fit or not fit?
- Further Council discussion needed on this issue.
- General Holdings and Rural Residential zones have agriculture as a permitted use.

Next Steps

Presentation discussion points:

- Review the Draft Zoning Bylaw with the community at the public information meeting to obtain feedback (December 11th, 2013).
- Mapping revisions to be undertaken to and re-format and resize so they are more user friendly (December 2013).
- Finalize revisions to Zoning Bylaw and introduce to Council for First Reading (January 28, 2014).
- Agency review and Public Hearing (February – March 2014).
- Zoning Bylaw Third Reading, MOTI approval and Bylaw Adoption (March - April, 2014).

Mayor Parnham thanked Mr. Huang for his presentation.

ADJOURNMENT

Moved

THAT the Committee of the Whole Rise.

Time: 7:10 pm

COW 2013-013
ADJOURNMENT

DIRECTOR OF CORPORATE &
DEVELOPMENT SERVICES

DEPUTY MAYOR

PROJECT COMEBACK

Retaining Young Graduates



Regional District of Mount Waddington

1

Background

- * The objective of the project is to develop a strategy to strengthen rural youth retention
- # Addresses youth out migration for schooling and permanent jobs
- # Funded through the Canada-British Columbia Labour Market Development Agreement and Sponsored by BC's Rural Network in partnership with Fraser Basin Council

Regional District of Mount Waddington

2

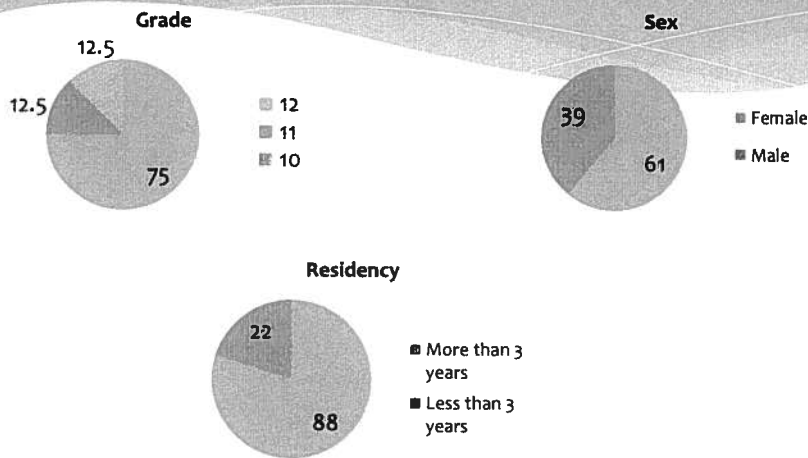
Process

- * 56 questionnaires were completed by students at NISS and 14 were completed at PHS
- * Neighbourhood features were rated from 7 (most important) to 1 (least important)
- * Seeking a better understanding of location decisions – either to stay or move away and return later
- * Help identify issues that may be addressed to reduce out migration

Regional District of Mount Waddington

3

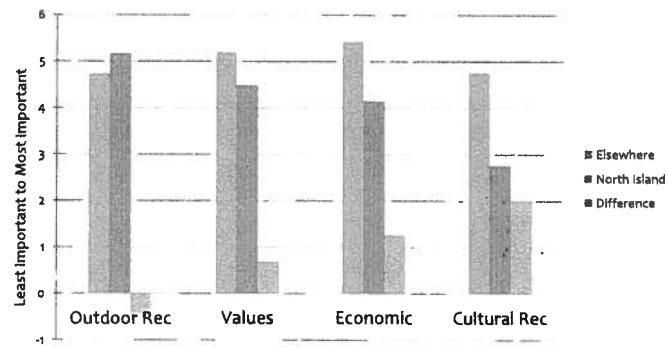
The Respondants



Regional District of Mount Waddington

4

Some Things are Better Elsewhere



Regional District of Mount Waddington

5

Where we would like to live

- ⊕ **Most Preferred:**
 - ⊕ Port McNeill - Neighborhood near the downtown of a medium-sized city (4.69)
 - ⊕ Port Hardy - Small Town (4.71)

- * **Least Preferred:** In the downtown of a large city (3.43)

Regional District of Mount Waddington

6

These things should be in our Towns

Port McNeill

- * Affordable place to live 6.05
- Safe Streets 5.95
- Many Job Opportunities 5.77
- Close to Health Care 5.64
- Near Small Businesses 5.57

Port Hardy

- Safe streets 6.31
- Affordable place to live 6.08
- Close to health care facilities 5.62
- Near friends and family 5.39
- Many job opportunities 5.39

We don't need any (more) of these things

Port McNeill

- * Winter Sports ops 4.49
- Warm weather year-round 4.38
- * Place to start business 4.34
- Hunting and Fishing ops 4.07
- * Pro-Sports 3.38

Port Hardy

- Winter Sports Ops 4.08
- Warm Weather year round 3.92
- Live music/festival Ops 3.85
- Concern for the environment 3.62
- Art and Culture Ops 2.77

What we like about the North Island

Port McNeill

- * Lots of Natural Beauty 6.21
- ‡ Hunting/Fishing ops 5.93
- ‡ Safe Streets 5.75
- ‡ Near trails/parks 5.63
- * Adventure Sports ops 5.36

Port Hardy

- ‡ Lots of natural beauty 6.62
- * Easy access to waterfront 6.25
- * Near parks/trails 6.15
- ‡ Safe streets 6.08
- * Near friends and family 6.00

What is Missing from the North Island

Port McNeill

- * Near Four-year College 2.65
- * Warm Weather year-round 2.63
- ‡ Pro-Sports 2.41
- ‡ Live music/Festivals 2.38
- * Near Large shops/malls 2.21

Port Hardy

- ‡ Near large shops/malls 2.85
- ‡ Nightlife/People my age 2.62
- * Warm weather year round 2.62
- ‡ Pro-sports 2.39
- ‡ Live music/festivals 2.08

Things we don't have but would like in Port McNeill

- * Job opportunities
- * Live music/Festivals
- * People my age/Nightlife
- * Near large shops/malls
- * Gathering places (cafes)
- * Good public transit
- * Near Four-year College
- * Arts/Culture (museum)
- * Good rec-centre

Regional District of Mount Waddington

11

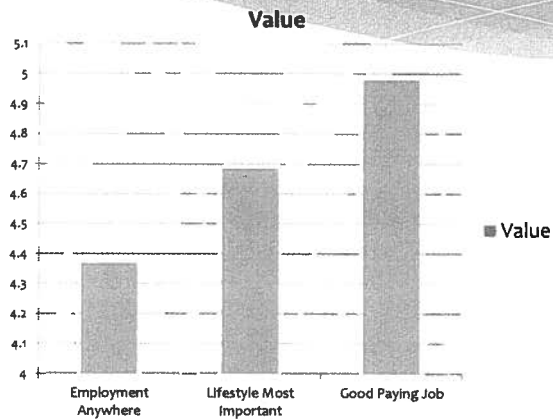
Things we don't have but would like in Port Hardy

- * Nightlife/People my age
- * Close to health care facilities
- * Live music/festivals
- * Good public transit
- * Near large shops/malls
- * Warm weather year round
- * Near a 4-year College
- * Near a good rec-centre

Regional District of Mount Waddington

12

Jobs vs Lifestyle



Regional District of Mount Waddington

13

Future Plans

- ⌘ Most respondents plan on leaving the North Island and not returning.
- ⌘ Respondents were ambivalent about remaining in the North Island contingent on a “good job”
- ⌘ Workshop to develop project ideas scheduled for February 1, 2013

Regional District of Mount Waddington

14

| ITEM | REGULAR COUNCIL MEETING December 10, 2013 ACTION | WHO | STATUS /COMMENTS |
|--|---|--|--|
| <p>Delegation: M. Desrocher & M Willing N. I. Invasive Species Partnership K. Fuller, N. V. I Salmonid Enhancement Assoc</p> | <p>Refer to Sustainability Committee Invite to Sustainability Committee meeting Access through DPH Property adjacent to Quatse River to build fish counter weir. Advise</p> | <p>JL JL JL</p> | <p>Done Done Done</p> |
| <p>Airport WasteWater Treatment Plant</p> | <p>Adopt in principal Opt 3 in Stantec report: Divert AWWTP flows to Town Plant Advise MOE Investigate funding partners</p> | <p>TK TK TK</p> | <p>Done Developing letter Developing Plan</p> |
| <p>Council 2014 Committee appointments</p> | <p>As amended Advise agencies Circulate appointment list</p> | <p>JL LD</p> | <p>Done Done</p> |
| ITEM | REGULAR COUNCIL MEETING November 12, 2013 ACTION | WHO | STATUS /COMMENTS |
| <p>David Pratt, Harbour Manager, re: Spring and Summer Report for 2013</p> | <p>Was received as information. Staff directed to review the recommendation by the Harbour Manager for the development of a contractual agreement between the District and a towing company to ensure consistency in towing practices for 2014.</p> | <p>D.Pratt Harbour Manager</p> | <p>Developing Tender</p> |
| <p>Bear Cove Recreation Site Lease</p> | <p>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</p> | <p>RD JL</p> | <p>Proponents advised. Lease signed. Agreements with Port Alice and RDMW have been finalized. Done</p> |
| <p>Provision of Building Inspection Services to Other North Island Local Governments Aquatic Coordinator re: Handicap parking at Port Hardy Recreation Center.</p> | <p>Advise proponents of approval and execute lease Extend invitations to participate and prepare agreements where required Council approves two more handicap parking spaces, adjacent to the two current spaces, at the Port Hardy Recreation Center</p> | <p>TK</p> | <p>Scheduled with weather permitting.</p> |
| <p>2. District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013</p> | <p>Proceed with marking of handicapped parking spaces as approved THAT District of Port Hardy 2014 User Rates and Fees Bylaw No 1016-2013 receive First Reading. Bring back to Council for 2nd and 3rd reading when advised to do so.</p> | <p>LD</p> | <p>Agenda item</p> |

| ITEM | REGULAR COUNCIL MEETING October 22 , 2013 ACTION | WHO | STATUS /COMMENTS |
|---|--|-----------|--|
| <p>Recommendation 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</p> | <p>Approved as presented. Proceed with bylaw etc.</p> | <p>JL</p> | <p>Awaiting survey plan from applicant's surveyor once issues are resolved with input from Provincial Surveyor General</p> |
| ITEM | <p>REGULAR COUNCIL MEETING May 7 , 2013 ACTION</p> | WHO | STATUS /COMMENTS |
| <p>Interpretive signage at Carrot Park.</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 PW</p> | <p>PS</p> | <p>Ongoing: Working with Committee and C/Hemphill on final concepts</p> |
| ITEM | <p>REGULAR COUNCIL MEETING April 9 , 2013 ACTION</p> | WHO | STATUS /COMMENTS |
| <p>Cenotaph Project</p> | <p>Prepare grant application. Bring to Council for further consideration</p> | <p>PS</p> | <p>Cancelled due to sudden cancellation of funding program by federal government</p> |



December 12, 2013

Ref: 154580

Her Worship Mayor Bev Parnham
and Members of Council
District of Port Hardy
PO Box 68
Port Hardy, BC V0N 2P0

Dear Mayor Parnham and Councillors:

I am writing today to invite your local government's input on the second phase of local government elections reform.

I wrote to all local governments on August 27, 2013 to announce the release of a White Paper on Local Government Elections Reform. As noted in the White Paper, I have initiated targeted stakeholder engagement on expense limits in November 2013. The intent is to develop and introduce expense limits legislation in time for the next local elections *after* 2014. Given the diversity of views on the topic and the complex policy issues, I want to start discussions on expense limits early and be in a position to introduce expense limits with plenty of lead-time before the next elections after 2014.

Expense limits would ultimately be added into the proposed *Local Elections Campaign Financing Act*. This two-phase approach allows campaign participants to first become familiar with a new, separate Act with new rules around transparency, accountability and enforcement before adding expense limits into local elections.

Information gathered through talking to key stakeholders, such as local governments, will help inform the development of expense limits. I will be having regular discussions with the Union of British Columbia Municipalities' Executive as we move forward. However, I also wanted each local government to have an opportunity to share perspectives on expense limits, and issues related to expense limits. I would appreciate your thoughts on questions and issues around campaigning for office. For example,

- In your community, do you think the cost of campaigning is a deterrent to people considering running for office?
- What are the most significant cost pressures in local campaigns?
- Are campaign finance issues different in small communities than in large communities, and if so, in what ways?

.../2

Her Worship Mayor Bev Parnham
and Members of Council
Page 2

I am also interested in your views on approaches to setting expense limits in local elections. The Local Government Elections Task Force recommended expense limits for candidates and third party advertisers in all communities. The Task Force suggested that expense limits need to take community population into account in order to work in British Columbia's diverse communities, and that elector organizations should not get a separate, additional limit. The Task Force did not specify what they felt expense limits should be.

Enclosed for your reference is a short discussion paper. The paper includes some background on expense limits issues, including some information on local campaign spending in British Columbia and information on other provinces' approaches. This paper can also be found at www.localgovelectionreform.gov.bc.ca. Comments from the public are also invited until January 31, 2014.

Please note that it is optional to provide feedback on expense limits issues. As a former council member, I understand that councils and boards have busy agendas and it may be difficult to find time to discuss this issue. However, I do appreciate hearing from your community.

Please provide your thoughts by January 31, 2014. Submit your feedback electronically to: Localgovelectionreform@gov.bc.ca, or in writing to:

Local Government Elections Reform
Ministry of Community, Sport and Cultural Development
PO BOX 9847 STN PROV GOVT
Victoria BC V8W 9T2

I will also take this opportunity to remind you that the White Paper on Local Elections Reform released in September 2013 provided a draft version of the proposed new *Local Elections Campaign Financing Act*, intended for introduction in the Legislature in Spring 2014. If passed, the Act would make a significant number of changes, principally related to enhanced transparency, compliance and enforcement, for the November 2014 local elections.

Thank you in advance for your assistance.

Sincerely,



Coralee Oakes
Minister

Enclosure

pc: Director Rhona Martin, President, Union of British Columbia Municipalities

November | 2013



Expense Limits in Local Elections
Discussion Paper



Ministry of
Community, Sport and
Cultural Development

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EXECUTIVE SUMMARY

The Local Government Elections Task Force, a partnership between the Province and the Union of BC Municipalities, was created to recommend changes to local elections rules. One of the 31 recommendations in the Task Force's May 2010 final report was that the Province establishes expense limits for candidates, elector organizations and third party advertisers in local elections.

The Government of British Columbia intends to introduce expense limits in time for the next local elections after November 2014.

As noted in the White Paper on Local Government Elections Reform, government initiated targeted stakeholder engagement on expense limits issues in November 2013. Government will use information gathered through this process to inform the development of expense limits. While it may seem early to be talking about expense limits issues, it is important to be prepared to introduce legislation early enough that campaign participants are ready for expense limits and the new rules.

This discussion paper outlines the policy building blocks for expense limits and some of the complex policy issues involved in the legislative framework for expense limits. It also provides discussion questions. The appendices contain information on trends in local campaign spending in B.C., and on other provinces' approaches to expense limits for local elections.

How do I give my feedback?

Please provide your written comments by January 31, 2014.

Website: www.localgovelectionreform.gov.bc.ca

Email: localgovelectionreform@gov.bc.ca

Mail: Local Government Elections Reform
Ministry of Community, Sport and Cultural Development
PO BOX 9847 STN PROV GOVT
Victoria BC V8W 9T2

INTRODUCTION

Why expense limits in local elections?

The Local Government Elections Task Force, a partnership between the Province and the Union of BC Municipalities, was created to recommend changes to local elections legislation. One of the 31 recommendations in the Task Force's May 2010 final report was that the Province establishes expense limits for candidates, elector organizations* and third party advertisers in local elections.

In reviewing written submissions and listening to the dialogue on elections issues, the Task Force heard a great deal of support for establishing expense limits in local elections. The Task Force believed that expense limits could increase accessibility and fairness by levelling the playing field among candidates; encouraging candidate participation; and reducing the need for large contributions to fund expensive campaigns.

The provincial government accepted the Task Force's recommendations and committed to implementing them – including expense limits.

What is happening with expense limits?

Timing: The Province released a White Paper on Local Government Elections Reform in September 2013. The White Paper provided a draft version of the proposed new *Local Elections Campaign Financing Act*, to be introduced in the Legislature in Spring 2014. If passed, the Act would put into place the majority of the Local Government Elections Task Force's recommendations in time for the November 2014 local elections. These changes are focused on improved accountability, transparency, compliance and enforcement. The draft Act applies to local government and board of education elections.

For more detail on the changes proposed for 2014, please see www.localgovelectionreform.gov.bc.ca

The draft *Local Elections Campaign Financing Act* represents Phase I of campaign finance reform in BC local elections. Phase II involves introducing expense limits legislation in time for the next local elections *after* 2014. The phased approach will allow campaign participants, local elections administrators and others to adapt to the changes before adding spending limits to the local elections system. The phased approach also allows more time for discussion of expense limits issues before any decisions are made.

Stakeholder engagement: As noted in the White Paper, government initiated targeted stakeholder engagement on expense limits issues in November 2013. Government will use information gathered through this process to inform the development of expense limits. The intent is to introduce legislation for expense limits *after* the November 2014 local elections. While it may seem early to be talking about expense limits issues, it is important to be prepared to introduce legislation early enough that campaign participants are ready for expense limits and the new rules to make the limits work.

* Elector organizations are groups that promote candidates in local elections. They are sometimes referred to as municipal 'political parties.' Elector organizations endorse candidates. The organization's endorsement appears on the ballot next to candidates' names. Elector organizations regulated under the legislation – e.g. currently they must have at least 50 members that are electors in the municipality and have existed for at least 60 days, and they must file campaign finance disclosure statements. See the ministry's guide for more information.

BACKGROUND ON EXPENSE LIMITS FOR B.C. LOCAL ELECTIONS

What are the guiding concepts on expense limits?

In accepting the Task Force's recommendation to establish expense limits, the provincial government has been taking the Task Force guidance for developing expense limits as a starting point. The Task Force laid out some objectives or outcomes it thought should shape expense limits. The Task Force recommended that expense limits:

- be high enough to allow reasonable campaigns, but not so high as to allow a few participants to dominate,
- need to work in different sized communities (i.e. a formula-based approach would make sense, but a straight per resident formula would not be effective), and
- have a neutral effect on candidates' decisions to run independently or to create/join elector organizations.

The Task Force recognized that campaign spending was quite low in the majority of BC's communities. However, for fairness reasons the Task Force felt it was important to have expense limits in all communities. The Task Force suggested that expense limits be set in a way that reflects population size in order to make the limits effective and fair in all BC communities (ranging in population from about 180 people to more than 600,000 people).

The Task Force also emphasized that expense limits should not "punish" or "reward" candidates that are endorsed by elector organizations. The Task Force saw that while the majority of BC communities do not have elector organizations, where elector organizations do exist, they are a fairly prominent part of elections in the community. The Task Force did not want expense limits to provide an incentive to create more elector organizations (or splinter existing ones) simply for the sake of obtaining higher "spending room." It would also be unfair to independent candidates (who are not endorsed by elector organizations) if elector organizations got additional limits beyond what candidates get.

The Task Force assumed that the Province would establish expense limits. In some other provinces, local governments have the power to, by by-law, set their own campaign finance rules. The Task Force also recommended that Elections BC enforce campaign finance rules in local elections, so that means Elections BC would enforce expense limits.

The following are some of the key policy concept coming out of the Task Force's guidance:

- expense limits need to work for all communities
- candidates and third party advertisers would be subject to expense limits
- elector organizations would not get expense limits over and above candidates' limits
- expense limits would be sensitive to population size
- expense limits would also apply in board of education elections
- the Province would set expense limits
- Elections BC would enforce the limits as part of its role in enforcing campaign finance rules

How can I add to the expense limits discussion?

The purpose of stakeholder engagement on expense limits is to explore how best to set expense limits that work for all communities. The Province will need to decide on the approach to setting expense limits numbers, and on the related “framework” rules.

You are invited to share your thoughts on expense limits issues. Below are some questions the Province would like to explore. Feel free to answer as many of the questions as you wish, and to give feedback on issues you would like to raise that are not covered by the questions below.

For additional background, please see Appendix 1 (Facts on Campaign Spending in B.C.) and Appendix 2 (Expense Limits in Local Elections in Other Provinces).

Discussion questions

Questions about campaigning

- In your community, do you think the cost of campaigning is a deterrent to people considering running for office?
- What are the most significant cost pressures in local campaigns?
- Are campaign finance issues different in small communities than in large communities, and if so, in what ways?
- Are campaign finance issues different for board of education elections than for local government elections?
- Do you think social media will impact (raise or lower) campaign spending? Why or why not?

Questions about the policy “starting point” for expense limits

The Task Force provided some policy guidance on expense limits, suggesting that limits

- be high enough to allow reasonable campaigns, but not so high as to allow a few participants to dominate,
 - need to work in different sized communities (i.e. a formula-based approach would make sense, but a straight per resident formula would not be effective), and
 - should have a neutral effect on candidates’ decisions to run independently or to create/join elector organizations.
- Do you think that these objectives are a reasonable starting point for expense limits? Is there anything you would change about these objectives, or anything important missing?
 - Page 2 shows the key policy concepts coming out of the Task Force’s guidance. Would you change any of these?

Questions about possible expense limits models

- In the two other provinces where the provincial government sets expense limits for local elections, the limit is established by a formula with a “base” amount and additional amounts for each elector. For example, in Ontario, the limit for a mayoral candidate is \$7,500, plus 85 cents per elector and \$5,000 plus 85 cents per elector for council candidates. The same formula for all

communities results in different *limits* in each community depending on population.

- Does the concept of a base amount, plus additional “per resident” amounts, seem like a reasonable approach in BC?
- Or are there other, simpler models to consider? For example, would “tiered” limits (the same limit for all communities under 5,000 or so people, a higher limit for all communities of 5,000 to 10,000 people, and so on) be a better approach?
- If a model were established that resulted in different limits in each community (such as a base plus per resident model), would you support the Province making things simple for candidates and local governments by calculating the limit in each community and providing notice of the limits?
- Are there other, additional factors beyond population that should be taken into account when setting expense limits?
- How should board of education candidate limits be set? Should they be connected to the limits for council candidates (i.e. the same as a council candidate’s limit)? If so, what happens when the boundaries of school districts do not line up with municipal boundaries?
- Would it make sense for third party advertisers’ limits to be connected to the limits for candidates in the community where the third party is conducting advertising?

What other factors must be considered in developing expense limits?

Establishing expense limits requires some basic policy decisions – who limits apply to, how much the limits are and how they are set. In addition to considering those basic policy decisions, government will also need to address a host of related “framework” issues. For expense limits to be effective, there will need to be rules in the legislation that set out in detail how expense limits are managed and enforced.

For example, following the Task Force guidance, elector organizations would not have a separate expense limit over and above expense limits for candidates. Framework rules would be needed to manage the relationship between candidates and the elector organizations that endorse them. Questions such as who can incur expenses (the elector organization, the candidate, or both) raise further questions, such as who is responsible if there is over-spending?

Some complex policy issues stem from the need to make sure that expense limits can’t be circumvented. For example, policies will be needed for candidates that share advertising (or other campaign expenses, like candidate meet-and-greets). The legislation would still allow candidates to work together informally as a “slate” (i.e. outside of an elector organization), but rules to prevent collaborating for the purposes of working around expense limits would be needed. For example, it would be unfair for a candidate with left over “spending room” to pay for advertising promoting another candidate who has already reached his or her expense limit. Rules about how to attribute shared expenses fairly amongst candidates would be needed.

In designing expense limits for local elections, there are constitutional issues to consider. For example, a number of Canadian court cases have upheld the general principle that regulating third party advertising during elections is an acceptable limitation on freedom of speech. However, rules for third parties must strike a reasonable balance between regulation and not unduly impairing freedom of speech. Other legal factors (such as protection of privacy) will have to be considered.

These policy issues are flagged in this paper to provide a preview of the types of policy decisions government will need to make, over and above deciding what the actual limits amounts in each community should be. It is not as simple as just adding the limits numbers or formula into a piece of legislation.

Next steps – what happens with the feedback from stakeholders?

In addition to seeking feedback on this paper, the Minister of Community, Sport and Cultural Development will also be speaking to the Union of BC Municipalities and its area associations between November 2013 and late January 2014. Views of the B.C. School Trustees Association will also be sought, as will views of other campaign participants, such as elector organizations. In Spring 2014, a summary of information received will be published. The Province will consider the results of this targeted stakeholder engagement when developing expense limits and related “framework” rules.

Next steps - how would expense limits be implemented?

The White Paper on Local Government Elections Reform (issued September 2013) details a proposed new Act for local elections campaign finance - the draft *Local Government Campaign Financing Act*. If passed by the Legislature in Spring 2014, the Act would bring into force a number of major changes in place in time for the November 2014 local elections. Those changes are focused on improved transparency, improved campaign finance disclosure and a role for Elections BC in enforcement of campaign finance rules in local government elections.

The *Local Government Campaign Financing Act* is Phase I of local elections campaign finance reform.

For Phase II, the government intends to develop local elections campaign expense limits in time for the next local elections *after* November 2014.

Introducing expense limits requires legislation. The *Local Government Campaign Financing Act* would be amended to establish expense limits and related policy rules. Like all legislation, expense limits amendments would be tabled for the Legislature’s consideration.

How do I give my feedback?

Please provide your written comments by January 31, 2014.

Website: www.localgovelectionreform.gov.bc.ca

Email: localgovelectionreform@gov.bc.ca

Mail: Local Government Elections Reform
Ministry of Community, Sport and Cultural Development
PO BOX 9847 STN PROV GOVT
Victoria BC V8W 9T2

Appendix 1: Facts on Campaign Spending in B.C.

Considering the context

In addition to considering the Task Force’s policy guidance on expense limits, it is important to consider campaign spending trends in BC.

There are over 1,660 elected positions in over 250 government bodies filled during local elections. Typically, around 3,000 candidates run for these offices. Comparing campaign spending across communities and over multiple years is currently difficult because there is no central place to find all campaign finance disclosure statements for municipal, electoral area director (regional district electoral area) and board of education candidates.¹

Other factors add complexity:

- Support from campaign organizers* might have led to some candidates’ spending being lower than it would otherwise have been. The precise amount of support received from campaign organizers cannot accurately be factored into candidate spending figures.
- Not all spending disclosed in campaign finance disclosure statements was done during the campaign period. For example, a portion of the costs for “paid campaign work” in some elector organizations’ disclosure forms was probably for having paid staff in the years in between elections. Maintaining an organization in between elections is certainly relevant to the campaign; however, actual spending during campaign time may be lower than it appears from disclosure statements.
- “Average” spending may not present a full picture of what it typically costs to campaign in a community. For example, one or two “outlier” candidates who spend much more than their competitors affect calculations of average spending for that community. Similarly, it is reasonable to guess that candidates who spent nothing and got almost no votes probably didn’t actually campaign; such candidates would skew the average downwards.
- Campaign finance disclosure statements may not disclose spending fully and accurately.

These caveats aside, looking at a sample of municipal election spending reveals some general trends.

Trends in municipal campaign spending

Overall, spending is fairly low. To gauge how much was spent by people who ran competitive campaigns, a sample of spending by “contenders” was taken. Only the top two-thirds of candidates closest to winning a seat were classified as contenders. Including people who may have spent nothing, and also got almost no votes (indicating that they possibly did not campaign at all) would lead to a less realistic estimate of what it costs to be competitive.

¹ The draft *Local Elections Campaign Financing Act* would make all campaign finance disclosure statements available through Elections BC.

* Campaign organizers are individuals or groups that promote or oppose candidates or points of view during elections. A campaign organizer must identify itself to the local chief election officer once it raises contributions, or incurs expenses, valued at \$500 or more. Campaign organizers must also file campaign finance disclosure statements. Unlike elector organizations, campaign organizers do not necessarily have a relationship with candidates they support or oppose. See the ministry’s [guide](#) for more information. The proposed *Local Elections Campaign Financing Act* would discontinue the concept of campaign organizers, instead regulating “third party advertisers.”



VILLAGE OF PORT ALICE

INCORPORATED A.D. 1965

POST OFFICE BOX 130. PORT ALICE, BC V0N 2N0

E-mail: info@portalice.ca

DISTRICT OF PORT HARDY

DEC 30 2013

December 17, 2013

~~The Honourable Todd Stone
Minister of Transportation
Box 9055
Station PROV GOVT
Victoria, BC V8V 9E2~~

~~The Honourable Christy Clark
Premier of BC
Box 9041
Station PROV GOVT
Victoria, BC V8W 9E1~~

Dear Premier Clark & Minister Stone:

The Village of Port Alice Council strongly objects to the cuts to the BC Ferries coastal ferry service, in particular to the elimination of Route 40 and the reductions to northern ferry routes. The damage that these cuts will do to the economy of northern Vancouver Island will be profound and is certain to undermine our growing tourism and retail economy.

We support the position expressed by the District of Port Hardy, the Regional District of Mount Waddington, the Port Hardy Chamber of Commerce and the Vancouver Island Regional Library, all of whom have pointed out that these cuts were made with no consideration of the consequences to coastal communities in this province.

Our Council respectfully requests that you reconsider the service cuts to BC Ferries and the elimination of Route 40 and look for a less destructive solution to address the Ferry Corporation's financial challenges. Thank you for your consideration and we look forward to your response.

Yours truly,


Mayor Jan Allen

cc Vancouver Island Regional Library
District of Port Hardy
Regional District of Mt Waddington

VILLAGE OFFICE

1061 MARINE DRIVE
Phone: 250-284-3391
Fax: 250-284-3416

PUBLIC WORKS

721 MARINE DRIVE
Phone/Fax: 250-284-6612

ARENA

951 MARINE DRIVE
Phone: 250-284-3943
Fax: 250-284-3540

COMMUNITY CENTRE

951 MARINE DRIVE
Phone: 250-284-3912



OFFICE OF THE MAYOR CITY OF PRINCE RUPERT

424 - 3rd Avenue West, Prince Rupert, B.C. V8J 1L7

www.princerupert.ca

December 6, 2013

Honourable Christy Clark, Premier
Province of British Columbia
West Annex
Parliament Buildings
Victoria, BC V8V 1X4

Dear Premier Clark:

BC Ferries service to Prince Rupert is essential to the quality of life for the Northern residents of British Columbia. It is a vital part of the transportation hub that feeds the visitor economy not only in coastal communities but throughout the BC heartlands. Ferry service is also an important consideration in the overall economic development of Prince Rupert and the North.

The City of Prince Rupert strongly objects to the proposed cuts in service on Northern routes, and also to the manner in which these cuts have been introduced. The timing of the announcement, and particularly the short notice, has sent shock waves through our tourism industry and has increased potential damages. Residents, and present and potential investors, are left with questions about the future.

Our primary concerns are as follows:

Quality of Life

Rising costs, and now reduced services, can only be interpreted as punitive measures by the provincial government upon local residents. The only options for Prince Rupert residents are cost-prohibitive air travel, and a single, 1,500 km road to Vancouver. Highway 16 is often dangerous in winter, and highly susceptible to prolonged closure due to weather events. During these almost annual closures, the only freight reaching Prince Rupert and the surrounding coastal communities, including Haida Gwaii, must come by sea.

Aside from the increased cost to the provincial government by reducing the ferry option for the medical Travel Assistance Program, we are concerned by any limitation in travel options for residents requiring medical services.

The removal of seniors' discounts reduces travel options for highly valued members of our communities in Northern BC—in return for questionable cost savings. With comparatively limited medical care in Northern BC, this is a factor in driving families from our communities. Similarly, options for community youth traveling to post-secondary education are reduced by rising fares and now by potentially reduced service. This is a factor in drawing away our community's youth. At a time our economic future is reliant upon increased recruitment, this threatens our ability to retain our most valuable workforce.

Community events that contribute to our quality of life are reliant upon BC Ferries service throughout the year. We would point as a single example to the annual All-Native Basketball

OFFICE OF THE MAYOR

Tournament, the largest basketball tournament in the province, operating here since 1947 and of overwhelming social and economic value for Prince Rupert and all of our neighboring communities.

Tourism

The economic impact of BC Ferries Northern routes extends far past the coastal communities. In consultation sessions in 2006 we learned that the sinking of the Queen of the North led to hotel cancellations as far east as Saskatchewan, and a substantially reduced gate at Butchart Gardens. Thus the implications of service cuts must be seen as a threat to all of BC's \$13 billion tourism industry.

According to an extremely comprehensive visitor study conducted in Prince Rupert by the province in 2007, over half of our community's overnight leisure travelers reported having traveled on Route 10, BC Ferries. Route 11, Haida Gwaii, was another popular option for visitors. Ferry travel is more frequently used by the fewer, but much higher yield, international visitors.

These high-yield international visitors are most highly concentrated in shoulder seasons. These visitors come in lower numbers, but contribute a proportionately higher value to our visitor economy. Because our tourism businesses cannot survive on July and August revenues alone, these May, June and September visitors provide the sustainability to our tourism industry. As our community tries to expand our tourism revenue beyond this traditional shoulder season, we simply can't afford any threat to our existing transportation infrastructure.

BC Ferries Rt. 10, Inside Passage, and Rt. 11, Haida Gwaii, are just part of the complex scheduling that feeds the Northern visitor economy from the transportation hub of Prince Rupert. Meshing these two schedules is only part of the challenge facing trip planners selling Northern BC itineraries. International travelers must also be able to match up with sailings of the Alaska Marine Highway System, which has over the past few years chosen to increase their investment in sailings into Prince Rupert.

BC Ferries sailings must also match VIA Rail schedules, as 79% of visitors arriving by train depart by ferry. Similar numbers apply for bus arrivals. Scheduling for all of these transportation systems have evolved together, and arbitrary changes to Rt. 10 or Rt. 11 sailings would send ripples throughout our transportation systems.

Visitors left uncertain by scheduling changes are not rearranging complex North American vacations to maximize profits on whatever remaining BC Ferries sailings are finally announced. This is particularly true given European laws concerning the liability of tour providers in the fulfillment of promised travel. In an increasingly competitive global market, uncertainty in BC means that potential visitors are choosing different travel options altogether—which in most cases will not include BC or even Canada.

It should also be noted that the value of BC Ferries customers is exponentially higher for community attractions and small businesses. One bed and breakfast that has approached the City, a business specializing in solely European visitors, has had every single 2014 booking called into question by the announcement of these potential service cuts. Such businesses may not survive service cuts to BC Ferries.

Given the dependence of our publicly funded attractions upon the higher-yield visitor, it has been suggested to us that a 30% reduction in service even in the shoulder season would result in a conservatively estimated 30% reduction in overall revenue—leading to increased reliance upon public funding.

With our accommodation sector already accepting bookings for the 2015 season based on published schedules, the timing of the announcement of reduced service is disastrous to the visitor economy. Lead-time is vital to the tourism industry. Uncertainty in December and January means that actual losses in 2014 will be far more significant than actual service cuts.

Economic Development

Freight moved by BC Ferries, particularly on Rt. 11, is a largely invisible but highly valuable part of the Northern economy. We are particularly concerned by the human impact of any reduced service to Haida Gwaii.

With Prince Rupert, and indeed Northern BC, developing as a "future economic centre for growth," global investment interests have sensed uncertainty in the BC government announcing changes in something as basic as transportation infrastructure. By even proposing service reductions in access to the community, government is sending a mixed message when the community is investing in sending an overwhelmingly positive message of being open for business.

In addition to the threat to tourism industry jobs, we are also concerned by the ramifications of service cuts in direct employment by BC Ferries for Prince Rupert residents. The City of Prince Rupert recognizes the value of not only long-term jobs, but also summer employment and training opportunities for our youth, and we are extremely concerned about any potential threat to these positions.

Solutions

The City of Prince Rupert supports the statements of the Ferry Advisory Committee Chairs as set out in the October 2013 report "Coastal Ferries: An Unnecessary Crisis." The City of Prince Rupert believes that ferry service is an essential service that has been unnecessarily brought into question through management of the ferry system.

The Ferry Advisory Committee Chairs have recommended that fares be reduced or at least frozen, provincial capital investment increased, and that BCFS should be seen as an essential transportation system equivalent to provincial highways:

"In the business world, cutting costs to stay ahead of falling revenue, without also fixing the cause of the falling revenue, is a path to business failure. The cause of falling revenue for ferries is unaffordable fares and traffic decline, and chronic government underfunding. The rescue plan does not fix this."

Particularly during the 2012 consultations, ferry users and stakeholder groups from Prince Rupert and all other coastal communities have been consistent in the message that steadily rising fares have severely reduced ridership on BC Ferries.

Fares are the real issue. Fares have risen over 60% in the past ten years, and domestic price resistance has led to BC residents and many visitors finding alternatives to travel on BC Ferries. It is in many cases less expensive to book an Alaskan cruise than it is to travel our marine highway between Port Hardy and Prince Rupert. We question a business model that overlooks this basic concept. One need look no further than the increasing under-utilization of the vehicle deck to understanding that rising fares are killing Rt. 10.

Furthermore, the proposals put forward seem to be based upon unsupported estimates. For example, traffic estimates are based on already dated passenger loads. These will continue to decline if fares are allowed to remain at the present unsustainable level—continuing revenue shortfalls—and if marketing the Northern routes continues at the present minimal level.

We recognize that the level of federal funding meant to subsidize Rt. 10, presently less than \$30 million, is not a substantial contribution toward the operating cost of BC Ferries. Yet this subsidy, dating back to the earliest days of BC Ferries, along with the defunct provincial Highway Equivalency Subsidy, demonstrate that both federal and provincial governments have historically recognized that Rt. 10 is a vital transportation network with far-reaching economic and social impacts.

There appears to be no business case for these cuts. There has been no review of economic or social impacts with regard to lost jobs, lost accessibility, and indeed lost municipal or provincial taxation revenue as a result of the cuts.

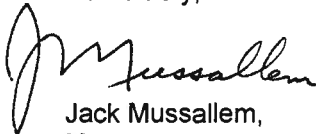
We find it difficult to believe that lost revenues to the community and province will not exceed the anticipated saving to the provincial government. The extremely suspect idea that 75% of traffic from lost runs will become increased utilization on the remaining runs is also an unsupported claim. In fact we believe that it suggests a very limited understanding of both local needs and the visitor economy.

The Ferry Advisory Committees have been asked to "tweak" service reductions without being provided adequate information on proposed cuts. This is an affront to coastal communities. This proposal is of concern to every Northern resident, and as residents we have not been given adequate information to solve the problems in the flawed proposal provided by BC Ferries and the province.

We respectfully ask that BC Ferries and the Minister of Transportation do not impose arbitrary service reductions to our Northern ferry routes.

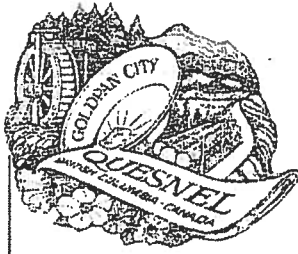
Thank you for consideration of our concerns...

Yours truly,



Jack Mussallem,
Mayor

cc: Honourable Todd Stone, Ministry of Transportation and Infrastructure
Prince Rupert City Council
Mayor Dave MacDonald, District of Port Edward
Mayor Bev Parnham, District of Port Hardy
Mayor Gerry Furney, Town of Port McNeill
Mayor Dave Pernarowski, City of Terrace
Mayor Taylor Bachrach, Town of Smithers
Mayor Shari Green, City of Prince George
Mayor Kerry Cook, City of William Lake
Skeen Queen Charlotte Regional District
Tourism Prince Rupert
Prince Rupert and District Chamber of Commerce
North Coast MLA Jennifer Rice



CITY OF
QUESNEL
OFFICE OF THE MAYOR

410 KINCHANT STREET
QUESNEL, B.C. V2J 7J5
PHONE (250) 992-2111
FAX (250) 992-2206

December 20, 2013

Via email: minister.transportation@gov.bc.ca

Honourable Todd Stone
Minister of Transportation and Infrastructure and Deputy House Leader

RE: Proposed Cancellation of BC Ferry Route 40 (Port Hardy to Bella Coola)

Dear Minister Stone;

I write on behalf of Quesnel City Council regarding the proposed cancellation of BC Ferries Route 40 (Port Hardy to Bella Coola). Such cancellation will have an adverse impact on accessibility to this remote community as well, as have detrimental economic impacts on the entire region. The Cariboo Chilcotin Coast Tourism Association ("CCCTA") cited that adequate consultation with affected stakeholders and the community as a whole, was not meaningful. As such, we write this letter to support the CCCTA, the Cariboo Regional District and the Community of Bella Coola, in opposition to the above-noted proposal.

Office of Mayor
& Council
250.991.7477

Mayor
Mary Sjostrom

Councillors
John Brisco
Mike Cave
Ed Coleman
Scott Elliott
Laurey-Anne
Roodenburg
Sushil Thapar

Executive Asst.
Rhya Hartley

At a Regular Council Meeting, in the City of Quesnel, held December 16, 2013, Council passed the following Resolution:

14-01-5 That Council directs staff to forward a letter to the Minister of Transportation and BC Ferries opposing the proposed cancellation of BC Ferry Route 40 (Port Hardy to Bella Coola).

CARRIED



OFFICE OF THE MAYOR

We thank you for consideration of this matter and hope you will reconsider your proposal, as we feel this will have a grave impact for the Community and the Region.

Sincerely,

Mayor Mary Sjoström
City of Quesnel

.rh

cc

Honourable Shirley Bond Email: jtst.minister@gov.bc.ca

Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour

Honourable John Rustad Email: abr.minister@gov.bc.ca

Minister of Aboriginal Relations and Reconciliation

Honourable Mary Polak Email: env.minister@gov.bc.ca

Minister of Environment

Honourable Coralee Oakes Email: coralee.oakes@gov.bc.ca

Minister of Community, Sport and Cultural Development

Darla Blake, CAO Email: cao@ccrd-bc.ca

Central Coast Regional District [Bella Coola]

Mayor Beverly Parnham Email: mayor@porthardy.ca / general@porthardy.ca

District of Port Hardy

Janis Bell, CAO Email: jbell@cariboord.bc.ca

Cariboo Regional District

Amy Thacker, CEO Email: amy@landwithoutlimits.com

Cariboo Chilcotin Coast Tourism Association

Office of Mayor
& Council
250.991.7477

Mayor
Mary Sjoström

Councillors
John Brisco
Mike Cave
Ed Coleman
Scott Elliott
Laurey-Anne
Roodenburg
Sushil Thapar

Executive Asst.
Rhya Hartley



**DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE
MINUTES OF THE MEETING HELD
NOVEMBER 28, 2013**

Present: Councillors Huddlestan, Tidbury, Marcotte,

Also Present: Trevor Kushner, Director of Operational Services
Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services

Citizens: None

AGENDA
APPROVED AS
PRESENTED

Call to Order: Councillor Tidbury:

Time: 4:00 pm

1. Approval of Agenda

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

DRAFT

2. Delegation
None

3. Minutes
Minutes of the meeting held November 28, 2013.

MINUTES OF
MEETING HELD
NOV 28/13
APPROVED

Moved/Seconded/Carried
THAT the minutes of the meeting held November 28, 2013 be approved as presented.

4. Business Arising / Unfinished Business
Action Items Review.

ACTION ITEM
REVIEW

Councillor Tidbury advised that Federal Government funding for the War Memorial Program has been cancelled for the remainder of the 2013 year and for 2014 /2015 funding year.

5. Correspondence
None

6. Staff Reports
1. Biosolids / sludge report

BIOSOLIDS

Biosolids Management Plan – District of Port Hardy March 10, 2011 by Stantec

Joe Jewell, Utilities Working Foreman joined the meeting

Trevor Kushner gave an overview of the Stantec report, *Biosolids Management Plan – District of Port Hardy, March 10, 2011*. He reviewed the biosolids issues, the current methods of disposal and advised the District Wastewater Treatment Plant is a Class C fa

Joe Jewell discussed methods being used in the Nanaimo area and advised it is not an option for our area as it is expensive and requires a land base away from drainages.

District options include moving all effluent to the Tsuqualte Wastwater Treatment Plant, with an improved centrifuge in the system as well as fine tuning of procedures.

Joe Jewell, Utilities Working Foreman left the meeting

DRAFT

2. Public Works Facility - Report circulated at the meeting.

Trevor Kushner gave an overview of five potential sites for a new Public works facility and various factors used to create a matrix (location, size, zoning, central, impact services). The Committee discussed the merits of various sites and agreed on the Trustee / Douglas Street site as the best option.

RECOMMEND-
ATION TO
COUNCIL RE:
NEW PW SITE
AT SOUTH-
WEST CORNER
OF TRUSTEE RD
& DOUGLAS ST

Moved/Seconded/Carried

The Operational Services Committee recommends to Council that the District of Port Hardy selects the District owned property located at the south-west corner of Trustee Road and Douglas Street for the new Public Works facility, AND THAT detailed design work be undertaken as per the 2014 Capital Plan.

7. New Business

1. Request by J. Long, Dir. Corporate & Development Services re: Consideration of amendment to Schedule B of Open Burning and Smoke Control Bylaw No. 15-2012 to include Jensen Cove Road area to allow Category B fires.

Staff brought forward burning restriction issues in the Jensen Cover industrial area and extension of the burning dates. The Committee discussed various items of the bylaw.

The Committee gave staff direction to prepare bylaw amendments for Council's consideration.

2. Other Items

In a round table discussion the Committee reviewed a variety of items including the bucket truck and garbage containers.

Postponed to next meeting

1.MTSA (Municipal Type Service Agreements)

8. Next Meeting

Postponed to next meeting: MTSA (Municipal Type Service Agreements)

Next meeting date: Thursday January 16, 2014 at 4:00 pm

Upcoming Meeting dates: Thursday February 20 at 4:00 pm

NEXT MEETING
DATE

9. Adjournment

The meeting adjourned.

Time: 5:01 pm

ADJOURNMENT

| Cheque # | Pay Date | Vendor # | Vendor Name | Paid Amount | Void |
|----------|------------|----------|--------------------------|-------------|------|
| 003210 | 05/12/2013 | 00044 | ACKLANDS - GRAINGER INC. | 75.41 | |
| 003211 | 05/12/2013 | 01375 | ADT SECURITY SERVICES CA | 85.05 | |
| 003212 | 05/12/2013 | 02514 | AlSCO | 167.56 | |
| 003213 | 05/12/2013 | 00829 | ANA'S HARDY CLEAN | 2,439.44 | |
| 003214 | 05/12/2013 | 01836 | ARIES SECURITY LTD. | 3,386.25 | |
| 003215 | 05/12/2013 | 01805 | BUSY B'S DISTRIBUTING | 466.16 | |
| 003216 | 05/12/2013 | 02468 | Canwest Propane | 1,455.61 | |
| 003217 | 05/12/2013 | 00281 | CHEVRON CANADA LTD. | 1,483.33 | |
| 003218 | 05/12/2013 | 00218 | DB PERKS AND ASSOCIATES | 341.51 | |
| 003219 | 05/12/2013 | 01901 | DENNISON, MELINDA | 67.00 | |
| 003220 | 05/12/2013 | 01982 | DIGITAL POSTAGE ON CALL | 1,050.00 | |
| 003221 | 05/12/2013 | 01476 | DOR-TEC SECURITY LTD. | 115.25 | |
| 003222 | 05/12/2013 | 02140 | DOUG LLOYD CONTRACTING | 98.70 | |
| 003223 | 05/12/2013 | 00708 | ENVIRONMENTAL OPERATORS | 441.00 | |
| 003224 | 05/12/2013 | 00099 | FOX'S DISPOSAL SERVICES | 1,672.91 | |
| 003225 | 05/12/2013 | 01629 | GOVERNMENT FINANCE OFFIC | 183.75 | |
| 003226 | 05/12/2013 | 01985 | Harbour Signs Ltd. | 174.39 | |
| 003227 | 05/12/2013 | 01584 | INGLIS, ROD | 160.00 | |
| 003228 | 05/12/2013 | 01875 | ISLAND ADVANTAGE DISTRIB | 1,042.72 | |
| 003229 | 05/12/2013 | 00065 | K & K ELECTRIC LTD. | 5,822.38 | |
| 003230 | 05/12/2013 | 02600 | Kushner, Trevor | 140.25 | |
| 003231 | 05/12/2013 | 02197 | LONDON COLLISION AND TOW | 358.45 | |
| 003232 | 05/12/2013 | 02847 | Leung, Yiu Kan | 4,000.00 | |
| 003233 | 05/12/2013 | 02007 | MARSHALL WELDING AND FAB | 247.52 | |
| 003234 | 05/12/2013 | 01777 | MCCARRICK,ALLISON | 35.00 | |
| 003235 | 05/12/2013 | 00014 | MINISTER OF FINANCE | 3,121.00 | |
| 003236 | 05/12/2013 | 00304 | MONK OFFICE | 136.28 | |
| 003237 | 05/12/2013 | 01014 | NICKERSON, SCHELL | 35.00 | |
| 003238 | 05/12/2013 | 00122 | Northcall Communications | 107.52 | |
| 003239 | 05/12/2013 | 00217 | ORKIN CANADA CORPORATION | 72.45 | |
| 003240 | 05/12/2013 | 00030 | OVERWATEA FOOD GROUP | 1,470.00 | |
| 003241 | 05/12/2013 | 00080 | PUROLATOR INC. | 37.30 | |
| 003242 | 05/12/2013 | 00107 | RECEIVER GENERAL FOR CAN | 20,541.90 | |
| 003243 | 05/12/2013 | 01523 | RECEIVER GENERAL FOR CAN | 377.00 | |
| 003244 | 05/12/2013 | 00187 | REGIONAL DISTRICT OF MT | 5,715.43 | |
| 003245 | 05/12/2013 | 02100 | ROCKY MOUNTAIN PHOENIX | 577.92 | |
| 003246 | 05/12/2013 | 02107 | SMEDLEY, PATTI | 138.68 | |
| 003247 | 05/12/2013 | 00160 | TELUS | 2,913.16 | |
| 003248 | 05/12/2013 | 00089 | THE HOBBY NOOK | 1,591.39 | |
| 003249 | 05/12/2013 | 00011 | Tidbury, John | 83.64 | |
| 003250 | 05/12/2013 | 02486 | Trapeze Communications I | 409.50 | |
| 003251 | 05/12/2013 | 01884 | Tru Hardware | 37.45 | |
| 003252 | 05/12/2013 | 02850 | VWR International Co. | 97.16 | |
| 003253 | 05/12/2013 | 02837 | Waterhouse Enviromental | 5,998.72 | |
| 003254 | 05/12/2013 | 00164 | Xerox Canada Ltd. | 2,065.50 | |
| 003255 | 05/12/2013 | 02253 | Your Dollar Store With M | 51.52 | |
| 003256 | 12/12/2013 | 02514 | AlSCO | 173.60 | |
| 003257 | 12/12/2013 | 00047 | B.C. HYDRO | 30,514.47 | |
| 003258 | 12/12/2013 | 02468 | Canwest Propane | 49.77 | |
| 003259 | 12/12/2013 | 02822 | Corix Water Products LP | 871.50 | |
| 003260 | 12/12/2013 | 00099 | FOX'S DISPOSAL SERVICES | 11,694.39 | |
| 003261 | 12/12/2013 | 00052 | HARDY BUILDERS' SUPPLY | 103.07 | |
| 003262 | 12/12/2013 | 00063 | HOME HARDWARE BUILDING C | 1,418.23 | |
| 003263 | 12/12/2013 | 00273 | JM'S MOBILE WELDING INC | 166.96 | |
| 003264 | 12/12/2013 | 00065 | K & K ELECTRIC LTD. | 249.89 | |
| 003265 | 12/12/2013 | 00253 | Keta Cable | 133.20 | |
| 003266 | 12/12/2013 | 00069 | MACANDALE'S | 89.76 | |
| 003267 | 12/12/2013 | 00033 | NAPA AUTO PARTS/PORT HAR | 158.74 | |
| 003268 | 12/12/2013 | 01645 | NORTH ISLAND COMMUNICATI | 241.50 | |
| 003269 | 12/12/2013 | 01559 | NORTH ISLAND LABS | 284.03 | |
| 003270 | 12/12/2013 | 00027 | NORTH ISLAND VETERINARY | 644.94 | |
| 003271 | 12/12/2013 | 00075 | O.K.TIRE STORE (PORT HAR | 678.65 | |
| 003272 | 12/12/2013 | 02749 | Orach Enterprises Ltd. | 706.70 | |
| 003273 | 12/12/2013 | 01886 | Q.N.P.C. Ltd. | 14,322.00 | |
| 003274 | 12/12/2013 | 00053 | TEMPLE CONSULTING GROUP | 12,640.32 | |
| 003275 | 12/12/2013 | 00164 | Xerox Canada Ltd. | 399.75 | |
| 003276 | 20/12/2013 | 00044 | ACKLANDS - GRAINGER INC. | 234.09 | |
| 003277 | 20/12/2013 | 00047 | B.C. HYDRO | 578.65 | |
| 003278 | 20/12/2013 | 02271 | BAILEY WESTERN STAR TRUC | 69.78 | |
| 003279 | 20/12/2013 | 00073 | BLACK PRESS GROUP LTD. | 604.78 | |
| 003280 | 20/12/2013 | 02854 | Bowline Boat Moving Ltd. | 1,459.50 | |

| Cheque # | Pay Date | Vendor # | Vendor Name | Paid Amount | Void |
|----------|------------|----------|--------------------------|-------------|------|
| 003281 | 20/12/2013 | 02468 | Canwest Propane | 3,064.18 | |
| 003282 | 20/12/2013 | 01433 | COMOX PACIFIC EXPRESS LT | 378.48 | |
| 003283 | 20/12/2013 | 02730 | CUPE Local 401 | 614.08 | |
| 003284 | 20/12/2013 | 02855 | Curf Construction | 3,780.00 | |
| 003285 | 20/12/2013 | 02188 | D.T. BLASTING LTD. | 1,260.00 | |
| 003286 | 20/12/2013 | 00054 | DAVE LANDON MOTORS LTD. | 42.10 | |
| 003287 | 20/12/2013 | 01901 | DENNISON, MELINDA | 69.36 | |
| 003288 | 20/12/2013 | 02140 | DOUG LLOYD CONTRACTING | 98.70 | |
| 003289 | 20/12/2013 | 00183 | DRIEMEL, LESLIE | 52.50 | |
| 003290 | 20/12/2013 | 02557 | Frontline Glass Solution | 234.06 | |
| 003291 | 20/12/2013 | 01324 | ICOMPASS TECHNOLOGIES IN | 431.90 | |
| 003292 | 20/12/2013 | 00194 | INT'L UNION OPERATING EN | 1,150.54 | |
| 003293 | 20/12/2013 | 00273 | JM'S MOBILE WELDING INC | 1,061.48 | |
| 003294 | 20/12/2013 | 02807 | Johnson Security Solutio | 474.33 | |
| 003295 | 20/12/2013 | 00065 | K & K ELECTRIC LTD. | 1,569.57 | |
| 003296 | 20/12/2013 | 01032 | K PEARSON CONTRACTING LT | 6,376.13 | |
| 003297 | 20/12/2013 | 02600 | Kushner, Trevor | 148.41 | |
| 003298 | 20/12/2013 | 00147 | LGMA | 897.75 | |
| 003299 | 20/12/2013 | 02512 | Loomis Express | 28.17 | |
| 003300 | 20/12/2013 | 00069 | MACANDALE'S | 171.07 | |
| 003301 | 20/12/2013 | 00447 | MNP | 17,640.00 | |
| 003302 | 20/12/2013 | 00017 | MUNICIPAL INSURANCE ASSO | 26,075.00 | |
| 003303 | 20/12/2013 | 01419 | MURDY & MCALLISTER | 2,066.01 | |
| 003304 | 20/12/2013 | 00075 | O.K.TIRE STORE (PORT HAR | 129.87 | |
| 003305 | 20/12/2013 | 02071 | PACIFICUS BIOLOGICAL SER | 19,771.68 | |
| 003306 | 20/12/2013 | 00267 | PETTY CASH (POOL) | 124.58 | |
| 003307 | 20/12/2013 | 00008 | PETTY CASH (PUBLIC WORKS | 196.70 | |
| 003308 | 20/12/2013 | 02646 | Planning Institute of Br | 515.00 | |
| 003309 | 20/12/2013 | 00810 | Plumbing Officials Assoc | 80.00 | |
| 003310 | 20/12/2013 | 02051 | PORT MCNEILL ENTERPRISES | 1,663.20 | |
| 003311 | 20/12/2013 | 00769 | Praxair Distribution | 19,307.10 | |
| 003312 | 20/12/2013 | 00080 | PURULATOR INC. | 221.24 | |
| 003313 | 20/12/2013 | 00107 | RECEIVER GENERAL FOR CAN | 17,970.50 | |
| 003314 | 20/12/2013 | 01523 | RECEIVER GENERAL FOR CAN | 354.89 | |
| 003315 | 20/12/2013 | 02674 | Reliance Foundry Co. Ltd | 9,204.51 | |
| 003316 | 20/12/2013 | 02175 | Seto's Wok And Grill | 2,574.72 | |
| 003317 | 20/12/2013 | 02522 | Strathcon Industries | 22.93 | |
| 003318 | 20/12/2013 | 02852 | Sureway International In | 1,199.06 | |
| 003319 | 20/12/2013 | 02853 | Tanaka, Kathy | 250.00 | |
| 003320 | 20/12/2013 | 00161 | TELUS MOBILITY (BC) | 932.86 | |
| 003321 | 20/12/2013 | 02502 | Tuff Marine Products Ltd | 4,815.13 | |
| 003322 | 20/12/2013 | 02850 | VWR International Co. | 200.43 | |
| 003323 | 20/12/2013 | 01934 | WIGGINS ADJUSTMENTS LTD. | 275.25 | |
| 003324 | 31/12/2013 | 00044 | ACKLANDS - GRAINGER INC. | 1,691.02 | |
| 003325 | 31/12/2013 | 02856 | Allied Hose & Fittings | 5,006.40 | |
| 003326 | 31/12/2013 | 00564 | Armtec Nanaimo | 417.71 | |
| 003327 | 31/12/2013 | 00281 | CHEVRON CANADA LTD. | 737.58 | |
| 003328 | 31/12/2013 | 01283 | CIBC | 412.60 | |
| 003329 | 31/12/2013 | 01433 | COMOX PACIFIC EXPRESS LT | 120.44 | |
| 003330 | 31/12/2013 | 01476 | DOR-TEC SECURITY LTD. | 645.64 | |
| 003331 | 31/12/2013 | 02857 | European Fine Finishing | 1,214.00 | |
| 003332 | 31/12/2013 | 00099 | FOX'S DISPOSAL SERVICES | 4,824.52 | |
| 003333 | 31/12/2013 | 00058 | GUILLEVIN INTERNATIONAL | 1,876.43 | |
| 003334 | 31/12/2013 | 00230 | ISLAND OVERHEAD DOOR (19 | 707.68 | |
| 003335 | 31/12/2013 | 00273 | JM'S MOBILE WELDING INC | 562.94 | |
| 003336 | 31/12/2013 | 00065 | K & K ELECTRIC LTD. | 3,105.09 | |
| 003337 | 31/12/2013 | 00745 | K.S. Sirens Inc. | 765.58 | |
| 003338 | 31/12/2013 | 02712 | Klatt, Ron | 209.99 | |
| 003339 | 31/12/2013 | 02600 | Kushner, Trevor | 85.68 | |
| 003340 | 31/12/2013 | 02459 | LGN Trucking & Courier | 11.38 | |
| 003341 | 31/12/2013 | 01367 | NORTH ISLAND GAZETTE | 240.25 | |
| 003342 | 31/12/2013 | 02409 | Onsite Engineering Ltd. | 2,048.81 | |
| 003343 | 31/12/2013 | 00269 | PETTY CASH (OFFICE) | 178.65 | |
| 003344 | 31/12/2013 | 02202 | Planet Clean | 509.60 | |
| 003345 | 31/12/2013 | 00363 | PORT HARDY BULLDOZING LT | 590.63 | |
| 003346 | 31/12/2013 | 01990 | ROAD RANGER FREIGHT/0702 | 18.48 | |
| 003347 | 31/12/2013 | 00089 | THE HOBBY NOOK | 921.65 | |
| 003348 | 31/12/2013 | 02235 | Top Island Traffic Servi | 231.00 | |
| 003349 | 31/12/2013 | 02502 | Tuff Marine Products Ltd | 5,250.00 | |
| Total: | | | | 329,453.65 | |



DISTRICT OF PORT HARDY STAFF REPORT

TO: Mayor and Councillors
FROM: Allison McCarrick, DFS
SUBJECT: Bylaw 1016-2013 User rates and Fees for 2014
DATE: January 6, 2014

User rates and Fees Bylaw 1016-2013 has been amended to reflect the adjustments requested by Council.

Water user fees:

1. "For each industrial metered user, for consumption in the same calendar year:
c) More than 6,000 m³" - increased
2. "For each metered multi-family residence in excess of two (2) units the greater of:"
- decreased

Respectfully submitted,

Allison McCarrick, DFS



**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.

4. TABLE OF CONTENTS

| | | |
|------------|--|----|
| Schedule A | Water Rates | 3 |
| Schedule B | Sewer Rates | 6 |
| Schedule C | Storm Sewer Rates | 8 |
| Schedule D | Garbage Collection Rates..... | 9 |
| Schedule E | Statutory Rates | 10 |
| Schedule F | Business License Fees..... | 12 |
| Schedule G | Harbour Rates | 13 |
| Schedule H | Seaplane Base Rates | 15 |
| Schedule I | Recreation Rates | 16 |
| Schedule J | Building Bylaw Fees and Deposits | 20 |
| Schedule K | Cemetery Rates | 22 |
| Schedule L | Freedom of Information and Privacy Rates | 23 |

| | | |
|------------|--|----|
| Schedule M | Burning Permit Rates | 24 |
| Schedule N | Animal Control Rates..... | 25 |
| Schedule O | Liquor Control and Licensing Branch Rates For Applications of Capacity Increase Rates | 26 |
| Schedule P | Zoning and Official Community Plan Bylaw Amendment Rates & Variance Application Rates | 27 |
| Schedule Q | Subdivision Application Rates | 28 |
| Schedule R | Vacant Properties Rates..... | 29 |

Read a first time on the 12th of November, 2013.

Read a second time on the day of January, 2014.

Read a third time on the day of January, 2014.

Adopted on the day of January, 2014.

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). | | \$ 475.00 |
| 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. | | 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 | \$ 98.39 |
| 2 | For each metered multi-family residence in excess of two (2) units the greater of: | \$ 0.92 per cubic meter OR \$77.58 per unit |
| 3 | For each office, shop or store | \$ 105.08 |
| 4 | For each supermarket | \$ 228.32 |
| 5 | For each bakery | \$ 105.08 |
| 6 | For each restaurant | \$ 333.57 |
| 7 | For each lunch room or delicatessen | \$ 143.16 |
| 8 | For each soda fountain or hot dog stand | \$ 105.08 |
| 9 | For each hotel/motel - per unit | \$ 18.44 |
| 10 | For each lounge | \$ 277.85 |
| 11 | For each beer parlour | \$ 342.02 |
| 12 | For each Laundromat - per washer | \$ 31.92 |
| 13 | For each non-profit organization and hall | \$ 105.08 |
| 14 | For each athletic club | \$ 333.57 |
| 15 | For each theatre | \$ 105.08 |
| 16 | For each school - per classroom | \$ 98.53 |
| 17 | Light Industrial | |
| | 5 employees or less | \$ 105.08 |
| | 6 - 15 employees | \$ 238.12 |
| | 16 - 30 employees | \$ 380.10 |
| | Large water users | \$ 595.09 |

SCHEDULE A – WATER RATES
 (Continued)

| | | |
|----|--|--|
| 18 | For each service station/garage | \$ 105.08 |
| 19 | For each car wash | |
| | For 1st stall | \$ 217.57 |
| | Each additional stall | \$ 64.98 |
| 20 | For each industrial metered user, for consumption in the same calendar year: | |
| | a) First 3,000 m ³ | \$ 0.86/m ³ |
| | b) From 3,001 to 6,000 m ³ | \$ 1.10/m ³ |
| | c) More than 6,000 m ³ | \$ 0.71/m ³ |
| 21 | For each marina | \$ 295.94 |
| 22 | For each campground - per stall | \$ 8.09 |
| 23 | Other users | \$ 105.89 |
| 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) | \$ 36.62 \$ 1/m ³ for water used |
| 25 | For each airport hangar | \$ 240.01 |
| 26 | Underground sprinkling services over one acre for months of June, July & August - per sprinkler head | \$ 7.21 |
| 27 | For each airport terminal building | \$ 469.64 |
| 28 | Each wharf providing water to vessels | \$ 106.01 |
| 29 | For each sawmill | \$ 240.01 |
| 30 | For each drycleaner | \$ 240.01 |
| 31 | Each car dealership with a non-commercial car wash stall | \$ 65.48 |
| 32 | Seagate Pier large vessel meter | \$ 0.88/ m ³ |
| 33 | Pool | \$ 319.82 |
| 34 | Arena | \$ 223.29 |
| 35 | Hospital - per bed | \$ 22.79 |
| 36 | Fish Hatchery | \$ 89.19 |
| 37 | Sani Station | \$ 89.19 |

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 | \$ 99.79 |
| 2 | For each office, shop or store | \$ 110.01 |
| 3 | For each supermarket | \$ 238.59 |
| 4 | For each bakery | \$ 110.01 |
| 5 | For each restaurant | \$ 349.63 |
| 6 | For each lunch room or delicatessen | \$ 149.67 |
| 7 | For each soda fountain or hot dog stand | \$ 110.01 |
| 8 | For each hotel/motel - per unit | \$ 19.96 |
| 9 | For each lounge | \$ 291.78 |
| 10 | For each beer parlor | \$ 359.24 |
| 11 | For each Laundromat - per washer | \$ 33.59 |
| 12 | For each non-profit organization and hall | \$ 110.12 |
| 13 | For each civic swimming pool | \$ 993.43 |
| 14 | For each arena | \$ 698.17 |
| 15 | For each athletic club | \$ 349.63 |
| 16 | For each theatre | \$ 110.01 |
| 17 | For each hospital - per bed | \$ 70.22 |
| 18 | For each school - per classroom | \$ 99.49 |
| 19 | Light Industrial | |
| | 5 employees or less | \$ 110.01 |
| | 6 - 15 employees | \$ 250.14 |
| | 16 - 30 employees | \$ 399.20 |
| | Large water users | \$ 658.82 |

SCHEDULE B - SEWER RATES
 (continued)

| | | Rate per quarter |
|----|---|---------------------|
| 20 | For each service station/garage | \$ 110.01 |
| 21 | For each car wash | |
| | For 1st stall | \$ 182.04 |
| | Each additional stall | \$ 57.00 |
| 22 | For each cannery | \$ 669.35 |
| 23 | For each marina | \$ 108.27 |
| 24 | For each campground - per stall | \$ 8.55 |
| 25 | Metered sewage per cubic meter | \$ 1.31 |
| 26 | Other users | \$ 110.01 |
| 27 | For each airport hangar | \$ 250.14 |
| 28 | For each airport terminal building | \$ 620.11 |
| 29 | Fish Hatchery | \$ 115.33 |
| 30 | Sani Station | \$ 106.87 |
| 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 | \$ 24.58 |
| Commercial unit | \$ 50.05 |
| 3-yd Bins | |
| 3-yd bin rent | \$ 70.25 |
| 3-yd bin pickup - each | \$ 16.69 |
| 3-yd bin extra wash - each instance in excess of one per month | \$ 32.06 |
| 30-yd Bins | |
| 30-yd bin rent | \$ 481.00 |
| 30-yd bin pickup - each | \$ 173.17 |
| 30-yd bin drop-off fee - each delivery | \$ 32.06 |
| 30-yd bin moving fee - each instance | \$ 32.06 |
| Packer pickup - each | \$ 198.82 |
| 2. Recycling Rates | |
| All users shall pay a recycling fee at a rate of: | \$ 12.12 |
| 3. Transfer Station | |
| The following fees apply to the Transfer Station: | (a) \$ 1.05 per garbage container or bag (b) \$ 20.99 per level pick up (c) \$ 31.49 per commercial pickup truck (d) \$ 5.25 per tire |
| 4. Tag A Bag Ties | |
| The fee for tag-a-bag ties will be | \$ 2.10 |

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 | \$ 55.00 |
| | Employing up to 8 persons | \$ 95.00 |
| | Employing over 8 persons | \$ 165.00 |
| Category II - Rental units/spaces Any building containing dwelling units in any zone | Up to 25 units | \$ 55.00 |
| | 26 – 50 units | \$ 95.00 |
| | Over 50 units | \$ 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 |
| Special Event | | \$ 4.76 | \$ 4.76 |
| 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%.

* GST Exempt

| | 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 |

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 | \$ 387.48 | \$ 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 | \$ 50.00 | | | | | | | | | | | | | | |
| i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee. | | | | | | | | | | | | | | | |
| ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date. | | | | | | | | | | | | | | | |
| iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained. | | | | | | | | | | | | | | | |
| 6. Permit Extension Fee | | | | | | | | | | | | | | | |
| An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner. | \$ 50.00 | | | | | | | | | | | | | | |
| 7. Letter Advising of Status of Property and Improvements | \$ 50.00 per hour | | | | | | | | | | | | | | |
| 8. Building File Review | \$ 50.00 per hour | | | | | | | | | | | | | | |
| 9. Fire Protection Equipment - Resubmission of plans | \$ 100.00 each submission | | | | | | | | | | | | | | |
| 10. Damage Deposits | | | | | | | | | | | | | | | |
| a) Demolition Permit | | | | | | | | | | | | | | | |
| i) Residential demolition | \$1,000.00 | | | | | | | | | | | | | | |
| ii) Commercial/industrial demolition | \$4,000.00 | | | | | | | | | | | | | | |
| b) Building or Moving Permit | <table border="0"> <tr> <td colspan="2">Construction</td> </tr> <tr> <td><u>Value (\$)</u></td> <td><u>Deposit(\$)</u></td> </tr> <tr> <td>0 – 30,000</td> <td>200.00</td> </tr> <tr> <td>30,0001 – 80,000</td> <td>500.00</td> </tr> <tr> <td>80,001 – 200,000</td> <td>700.00</td> </tr> <tr> <td>200,001 – 2,000,000</td> <td>2,000.00</td> </tr> <tr> <td>2,000,001 and over</td> <td>4,000.00</td> </tr> </table> | Construction | | <u>Value (\$)</u> | <u>Deposit(\$)</u> | 0 – 30,000 | 200.00 | 30,0001 – 80,000 | 500.00 | 80,001 – 200,000 | 700.00 | 200,001 – 2,000,000 | 2,000.00 | 2,000,001 and over | 4,000.00 |
| Construction | | | | | | | | | | | | | | | |
| <u>Value (\$)</u> | <u>Deposit(\$)</u> | | | | | | | | | | | | | | |
| 0 – 30,000 | 200.00 | | | | | | | | | | | | | | |
| 30,0001 – 80,000 | 500.00 | | | | | | | | | | | | | | |
| 80,001 – 200,000 | 700.00 | | | | | | | | | | | | | | |
| 200,001 – 2,000,000 | 2,000.00 | | | | | | | | | | | | | | |
| 2,000,001 and over | 4,000.00 | | | | | | | | | | | | | | |
| c) Refund of Damage Deposit – Where a damage deposit has been paid to the District with respect to a Building, Demolition or Moving Permit, the balance of said deposit shall be refunded after: | | | | | | | | | | | | | | | |
| i) An occupancy permit has been issued by the District with respect to the works that the Building or Moving Permit was issued; and, | | | | | | | | | | | | | | | |
| ii) The District has inspected adjacent highways, public utilities and District property which are found to be in a satisfactory condition. | | | | | | | | | | | | | | | |

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 | | |
| | | \$ 25.00 |
| 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

STAFF REPORT



DATE: January 7, 2014 **FILE:** Bylaw No. 1020-2014 / 4520-20

TO: Mayor and Councillors

FROM: Jeff Long, Director of Corporate & Development Services

RE: OPEN BURNING AND SMOKE CONTROL BYLAW - PROPOSED AMENDMENTS

PURPOSE

To present to Council for its consideration, proposed amendments to Open Burning and Smoke Control Bylaw No. 15-2012.

REGULATORY AUTHORITY

The *Community Charter* provides municipalities with fundamental powers to regulate, prohibit and impose requirements by bylaw. More specifically, section 8(3)(h) provides for bylaws with respect to matters concerning the protection and enhancement of the well-being of the community, in relation to nuisances, disturbances and other objectionable situations.

BACKGROUND

Open Burning and Smoke Control Bylaw No. 15-2012 was adopted in September, 2012. In its first year, implementation of the Bylaw appears to have been undertaken quite smoothly however, staff has identified some aspects of the Bylaw that could be changed and presents these changes for Council's consideration.

ANALYSIS

The Open Burning and Smoke Control Bylaw includes one 8.5 x 11" map (Schedule B) for the entire District that shows properties on which Category B Open Fires are permitted. Category B Open Fires include materials piled larger than 1 metre in height and/or 1 metre in diameter. At this scale, this map is difficult for the public and staff to read. In this regard, it is sometimes necessary to pull the original map up on the computer in order to zoom in and try and better define the area in question. As a result, in an effort to make the Bylaw more accurate and user friendly, staff has prepared five maps which relate to different areas of Port Hardy as follows:

- Schedule "B1" – Category B Fire Open Zones – Northwest Port Hardy
- Schedule "B2" – Category B Fire Open Zones – Southwest Port Hardy
- Schedule "B3" – Category B Fire Open Zones – North Central Port Hardy
- Schedule "B4" – Category B Fire Open Zones – South Central Port Hardy
- Schedule "B5" – Category B Fire Open Zones – East Port Hardy

It is proposed that the existing map be replaced with these five new maps.

An open fire situation in the Jensen Cove Road area prompted staff to review the idea of expanding the area in which Category B Open Fires can be considered in this area vis-à-vis issuance of a burn

permit. In addition, larger properties in the eastern portion of the District are not permitted to have Category B Open Fires. Given the conditions and limitations that can be imposed with respect to the issuance of burn permits, consideration could be given to issuing burn permits in this area as well. These matters were reviewed by the Operational Services Committee at its meeting on December 17, 2013. The Committee was in agreement to revisit the Open Burning and Smoke Control Bylaw with a view to implementing these changes.

As a result of these matters, staff has prepared Open Burning and Smoke Control Bylaw Amendment Bylaw No. 1020-2014 for Council's consideration. In addition to the five new maps and changes to areas in which Category B Open Fires can occur, staff also proposes that ceremonial fires be deleted as a type of fire that can be carried out anywhere in the District. Staff is also proposing some minor housekeeping changes that provide clarity and continuity.

FINANCIAL IMPLICATIONS

While the Bylaw is proposed to be amended to include some additional areas in which Category B Open Fire permits could be issued, the increase in the number of \$25 permits that would be issued is likely marginal. No other financial implications have been identified.

PUBLIC PARTICIPATION

There is no requirement for a public hearing or other form of public consultation other than by virtue of the bylaw consideration and adoption process.

STAFF RECOMMENDATION

THAT Council gives 1st, 2nd and 3rd readings to Open Burning and Smoke Control Bylaw Amendment Bylaw No. 1020-2014.

Respectfully submitted,



Jeff Long
Director of Corporate & Development Services

I agree with the recommendation.



Rick Davidge
Chief Administrative Officer



DISTRICT OF PORT HARDY

BYLAW NO. 1020-2014

Being a Bylaw to Amend Open Burning and Smoke Control Bylaw No. 15-2012

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 15-2012;

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

PART 1 CITATION

1. This Bylaw shall be cited as "Open Burning and Smoke Control Bylaw Amendment Bylaw No. 1020-2014".

PART 2 AMENDMENTS

2. Open Burning and Smoke Control Bylaw No. 15-2012 is hereby amended as follows:

- a) Section 2. *Definitions*, is hereby amended by deleting the definitions "Ceremonial Fire" and "Ventilation Index", as well as deleting the definition "Category B Open Fire" and replacing it with the following new definition for "Category B Open Fire":

"Category B Open Fire means an open fire in which burned material is piled larger than 1 metre in height and/or 1 metre in diameter, and may include land clearing waste."

- b) Section 3.3 is hereby deleted and replaced with a new section 3.3 which reads as follows:

"A burning permit is not required for a recreational fire or a beach fire as defined herein."

- c) Section 3.5 is hereby deleted and replaced with a new section 3.5 which reads as follows:

"Category A Open Fires and Category B Open Fires will only be permitted during the burning period which is October 1st in one calendar year until April 30th in the next calendar year, and only if there is not a Provincial fire ban in effect for the Coastal Fire Centre."

- d) Section 3.6 is hereby deleted and replaced with a new section 3.6 which reads as follows:

"Category A Open Fires are permitted throughout the District."

- e) Section 3.7 is hereby deleted and replaced with a new section 3.7 which reads as follows:

"Category B Open Fires are only permitted on those properties / lands shown filled in black on the following Schedules, which are attached to and form part of this Bylaw:

Schedule "B1" – Category B Open Fire Zones – Northwest Port Hardy

Schedule "B2" – Category B Open Fire Zones – Southwest Port Hardy

Schedule "B3" – Category B Open Fire Zones – North Central Port Hardy

Schedule "B4" – Category B Open Fire Zones – South Central Port Hardy

Schedule "B5" – Category B Open Fire Zones – East Port Hardy"

- f) Section 4.1 is amended by deleting the words "Category A fire" and replacing them with the words "Category A Open Fire".

- g) Section 4.2 is amended by deleting the words "Category B fire" and replacing them with the words "Category B Open Fire".
- h) Section 5.1 is hereby deleted and replaced with a new section 5.1 which reads as follows:
"Category A Open Fires shall only be permitted between 8:00 a.m. and sunset of the same day."
- i) Section 5.2 is hereby deleted and replaced with a new section 5.2 which reads as follows:
"Category B Open Fires shall be for a maximum duration of three consecutive (3) days and there must be a minimum of fifteen (15) days between each Category B Open Fire."
- j) Section 5.3 is hereby deleted and replaced with a new section 5.3 which reads as follows:
"A maximum of five (5) Category B Open Fires are permitted on any one property during the burning period described in section 3.5."
- k) Section 6.1 is hereby deleted and replaced with a new section 6.1 which reads as follows:
"The burning of prohibited materials is prohibited."
- l) Section 6.2 is hereby deleted and replaced with a new section 6.2 which reads as follows:
"Prohibited materials are listed in Schedule "A" Prohibited Material attached to and forming part of this Bylaw."
- m) Section 8.1 is hereby deleted and replaced with a new section 8.1 which reads as follows:
"Unless otherwise directed by an Officer, Category A Open Fires and Category B Open Fires must not occur unless the forecast prescribed by the Province of British Columbia's Venting Index for Northern Vancouver Island is good."
- n) Section 9.5 is hereby deleted and replaced with a new section 9.5 which reads as follows:
"Fees associated with the issuance of burning permits by the District shall be paid as prescribed by the District's User Rates and Fees Bylaw."
- o) Section 9. Issuance of Burning Permits, is hereby amended by adding Section 9.6 which reads as follows:
"If the applicant for a permit is not the owner of the property to which the application relates, the applicant shall provide the property owner's written authorization to conduct burning on the property to the District, before the District will issue a permit."
- p) Section 18 is hereby deleted and replaced with a new section 18 which reads as follows:

"19. Schedules

The following schedules are attached to and form part of this Bylaw:

Schedule "A" Prohibited Material

- Schedule "B1" – Category B Open Fire Zones – Northwest Port Hardy
- Schedule "B2" – Category B Open Fire Zones – Southwest Port Hardy
- Schedule "B3" – Category B Open Fire Zones – North Central Port Hardy
- Schedule "B4" – Category B Open Fire Zones – South Central Port Hardy
- Schedule "B5" – Category B Open Fire Zones – East Port Hardy"

q) Schedule "B" Burn Zones is hereby deleted and replaced with the following new schedules:

- Schedule "B1" – Category B Open Fire Zones – Northwest Port Hardy;
- Schedule "B2" – Category B Open Fire Zones – Southwest Port Hardy;
- Schedule "B3" – Category B Open Fire Zones – North Central Port Hardy;
- Schedule "B4" – Category B Open Fire Zones – South Central Port Hardy; and,
- Schedule "B5" – Category B Open Fire Zones – East Port Hardy

all of which are included as Schedule "A" which is attached to and forms part of this Bylaw.

PART 3 SEVERABILITY

3. If any 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.

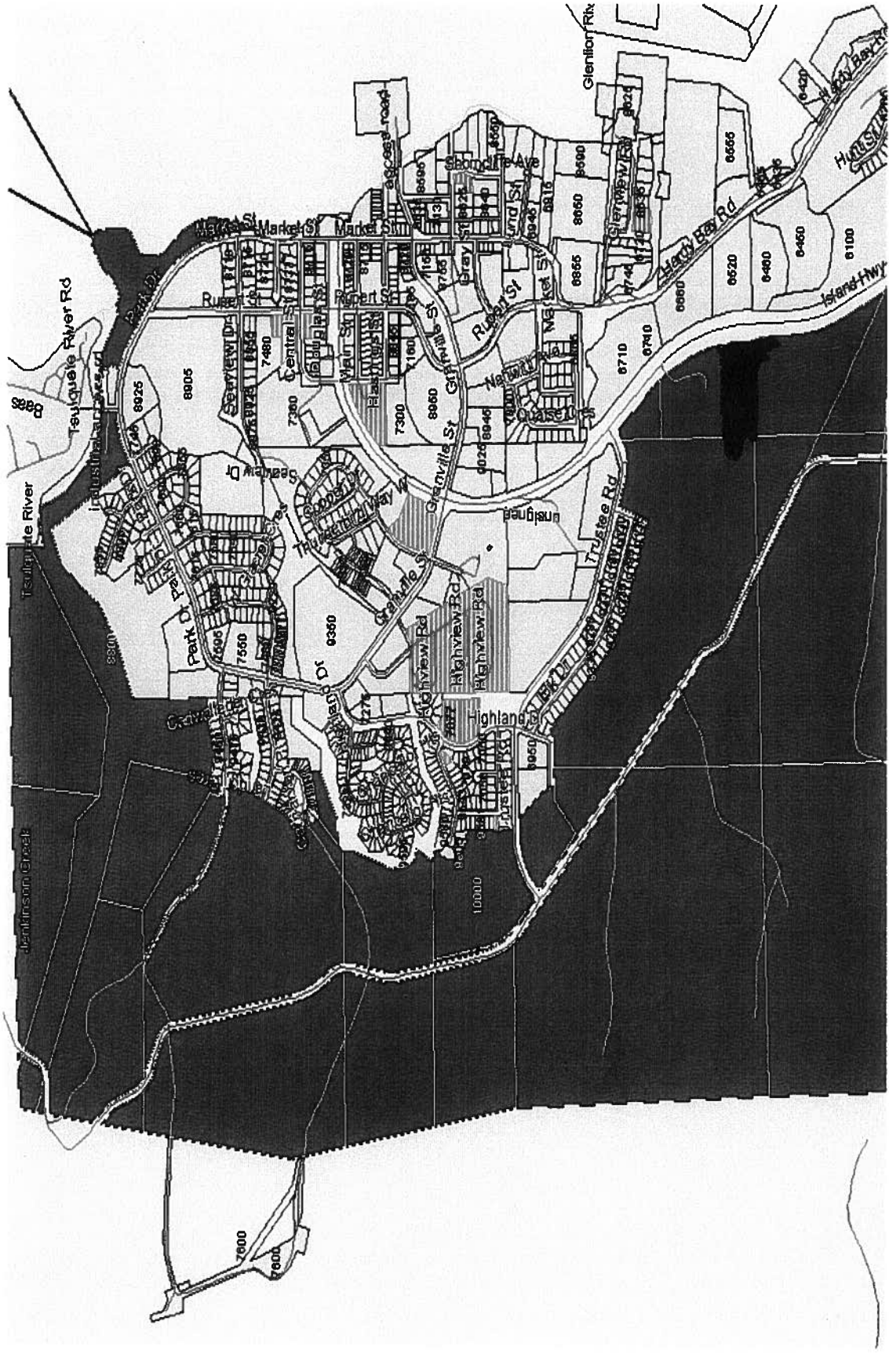
Read a first time the day of , 2014.
 Read a second time the day of , 2014.
 Read a third time the day of , 2014.
 Adopted on the day of , 2014.

Director of Corporate &
Development Services

Mayor

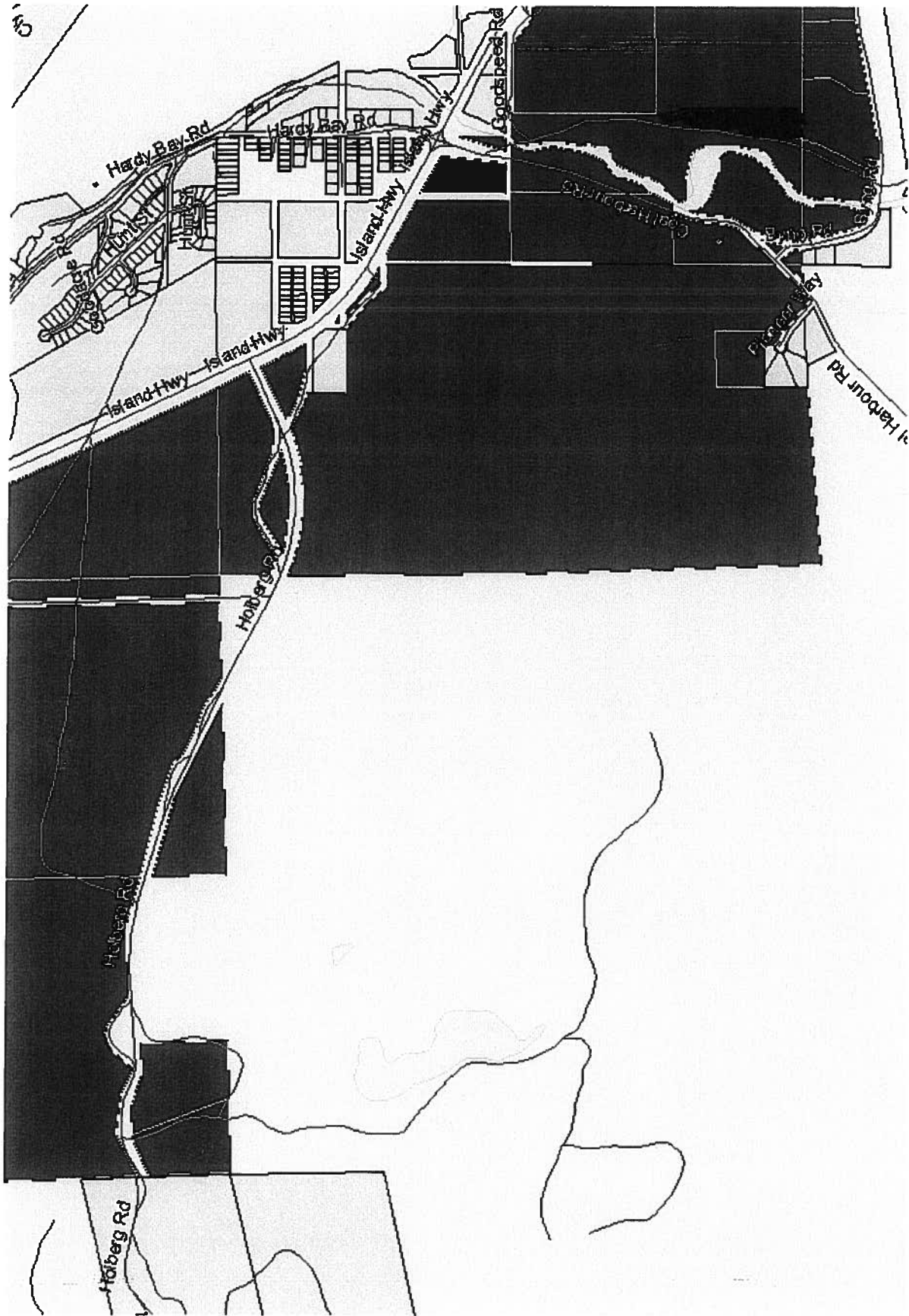
SCHEDULE "A" TO OPEN BURNING AND SMOKE CONTROL BYLAW AMENDMENT BYLAW NO. 1020-2014

SCHEDULE "B1" - CATEGORY B OPEN FIRE ZONES - NORTHWEST PORT HARDY



Category B Open Fires permitted on properties filled in black subject to the regulations of Open Burning and Smoke Control Bylaw No. 15-2012.

SCHEDULE "B2" - CATEGORY B OPEN FIRE ZONES - SOUTHWEST PORT HARDY



Category B Open Fires permitted on properties filled in black subject to the regulations of Open Burning and Smoke Control Bylaw No. 15-2012.

SCHEDULE "B4" – CATEGORY B OPEN FIRE ZONES – SOUTH CENTRAL PORT HARDY

