



DISTRICT OF PORT HARDY

AGENDA

REGULAR COUNCIL MEETING

7:00 PM

TUESDAY JANUARY 13, 2015

MUNICIPAL HALL COUNCIL CHAMBERS

7360 COLUMBIA STREET

Mayor: Hank Bood

Councillors: Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill,
Rick Marcotte, Fred Robertson, John Tidbury

Staff: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services
Allison McCarrick, Director of Financial Services

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY, JANUARY 13, 2015
Council Chambers - Municipal Hall**

<u>Page</u>		Time:
	A. CALL TO ORDER	
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required	1. 2.
	C. ADOPTION OF MINUTES	
1-4	1. The minutes of the Regular Council Meeting December 9, 2014.	
	Motion required	1. 2.
5	2. The minutes of the Special Council Meeting December 12, 2014.	
	Motion required	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	Note: Council Procedure Bylaw 03-2009 Sec 18(6) Council will not consider a matter at the same meeting as proposed by a delegation unless approved by a unanimous vote of the members present.	
6-7	1. Carol Texmo and Julie Nielsen, Port Hardy Minor Hockey Association re: a. Presentation of an overview of Bantam Tier 3 Provincial Hockey Championships in Port Hardy March 2015, b. Request contribution from the District of Port Hardy for use of Civic Center and associated banquet services.	
8-9	2. Russ Hellberg re: To brief Council on Wounded Warrior Run 2015, to update Council on the Cenotaph project and advise of the 101 (North Island) Squadron Silent Auction 2015.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
10-12	1. Council Action items. For information.	
	F. CORRESPONDENCE	
13-20	1. Robin Irving, Reservations and Communications Manager, Sail and Life Training Society SALTS (Dec.9/14) re: 2015 Bursary Offer.	
	Motion / direction	1. 2.
21	2. Dave Nelson (Dec.9/14) re: Appointment as director at large for North Island Community Forest for a 2 year term effective January 1, 2014.	
	Motion / direction	1. 2.
22-23	3. Iris Hesketh-Boles, Executive Coordinator, AVICC (Jan 5/15) re: Second Call – 2015 AVICC Resolutions and Nominations. For information.	
24-25	4. Adrian Maas, Director of Finance, Vancouver Island Regional Library (Dec.21/14) re: Library Budget and Levy to Members. For information.	
26	5. News Release from Island Health (Dec. 22/14) re: Enhanced withdrawal management services for Mount Waddington. For information.	

G. NEW BUSINESS

None in agenda package.

H. COUNCIL REPORTS

1. Verbal reports from Council members.

I. COMMITTEE REPORTS

No Committee Reports.

J. STAFF REPORTS

- 27-29** 1. Accounts payable for December 2014. For information.
- 30-38** 2. J. Long, Director of Corporate & Development Services (Jan 5/15) re: Proposed Renaming of Portion of Thunderbird Way in Honour of Past Mayor Bev Parnham.
- Motion / direction 1. 2
- 39-41** 3. J. Long, Director of Corporate & Development Services (Jan 8/15) re: 2015 Committee Structure and Council Appointments.
- Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

No current bylaws.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

- January 22 Committee: Operational Services, 1:30 pm, Council Chambers
January 26 Committee of the Whole: 6:00 pm (time to be confirmed), Council Chambers
Regular Council Meeting, 7:00 pm, Council Chambers
January 29 Committee: Occupational Health & Safety, 8:30 am, Council Chambers
February 9 BC Family Day, Municipal Hall Closed
February 10 Regular Council Meeting, 7:00 pm, Council Chambers

N. NOTICE OF IN CAMERA MEETING

No in camera meeting scheduled at this time.

O. ADJOURNMENT

Motion required 1. 2.
Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL
DECEMBER 9, 2014**

PRESENT: Mayor Hank Bood and Councillors Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill (by telephone), Rick Marcotte, Fred Robertson and John Tidbury

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Allison McCarrick, Director of Financial Services
Leslie Driemel, Recording Secretary

REGRETS: Jeff Long, Director of Corporate and Development Services
Trevor Kushner, Director of Engineering and Operational Services

MEDIA: North Island Gazette

MEMBERS OF THE PUBLIC: 3

A. CALL TO ORDER

Mayor Bood called the meeting to order at 7:00 pm

B. APPROVAL OF AGENDA

2014-231
APPROVAL OF
AGENDA

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

C. ADOPTION OF MINUTES

1. The minutes of the Regular Council Meeting held November 25, 2014.

2014-232
REGULAR
MEETING
MINUTES NOV.
25/14 APPROVED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held November 25, 2014 be approved as presented.

2. The minutes of the Inaugural Council Meeting held December 2, 2014.

2014-233
INAUGURAL
COUNCIL
MEETING
MINUTES DEC 2
/14 APPROVED

Moved/Seconded/Carried
THAT the minutes of the Inaugural Council Meeting held December 2, 2014 be approved as presented.

D. DELEGATIONS

No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

Mayor Bood advised that the Council Action Items and Correspondence, except Correspondence item #5 are for information and as such only require a receive and file motion. He further advised that Council members can request discussion on any if the items if they so wished.

Council action items were received for information.

F. CORRESPONDENCE

1. Dave Nikolejsin, Deputy Minister, Ministry of Energy and Mines (Nov.14/14) re: Meeting with Councillors September 25, 2014 at the UBCM Convention.
2. Hon. Steve Thomson, Minister of Forest, Lands and Natural Resource Operations (Nov.18/14) re: Meeting with Port Hardy officials September 25, 2014 at the UBCM Convention.

Rick Davidge, Chief Administrative Officer advised an information meeting with Council members and North Island Community Forest representatives has been scheduled for Thursday December 11, 2014 at noon in Council chambers.

3. Hon. John Rustad, Minister of Aboriginal Relations and Reconciliation (Nov 14/14) re: Clean Energy and partnering with local First Nation.
4. John Bowman, President North Island College (Nov.28/14) re: Congratulations on election and arranging a meeting in the New Year.

Moved/Seconded/Carried

THAT Council Action Items and Correspondence items #1 to #4 be received and filed.

2014-234
R&F COUNCIL
ACTION ITEMS &
CORRESPOND-
ENCE #1- #4

5. Correspondence re: Council Appointments
 - a. Greg Fletcher, Administrator Regional District of Mount Waddington (Nov.27/14) re: Council Appointments to the Regional District of Mount Waddington.
 - b. Rosemary Bonanno, Executive Director Vancouver Island Regional Library (Nov.17/14) re: Appointment to the 2015 Vancouver Island Regional Library Board.
 - c. Staff report from J. Long, Director of Corporate & Development Services (Dec.4/14) re: 2015 Council Appointments

Councillor Robertson discussed with Council his review of legislative authority in the *Community Charter, Municipal Act* and District of Port Hardy bylaws regarding the Mayor's authority it relates to council standing committees, internal committees and appointments to outside agencies. Councillor Robertson commented that if someone is representing Council outside of the District those appointments should be made by Council. Councillor Robertson advised that he did not disagree with the names put forward but wished clarification on the process.

Mayor Bood advised that, after consultation with Council members, these were his recommendations for appointments to the Regional District of Mount Waddington Board and the Vancouver Island Regional Library. Mayor Bood further commented that if Council decides these are not appropriate appointments, that now is the time to discuss them.

Moved/Seconded/Carried

THAT Council endorses the following external appointments for 2015:
Director - Regional District of Mount Waddington Board of Directors (4 votes):
Mayor Bood – Alternate, Councillor Corbett-Labatt

2014-235
2015 RDMW &
VIRL COUNCIL
APPOINTMENTS

Director - Regional District of Mount Waddington Board of Directors (3 votes):

Councillor Dugas – Alternate, Councillor Tidbury

Director Regional District of Mount Waddington Hospital Board (4 votes):

Mayor Bood – Alternate, Councillor Corbett-Labatt

Director – Regional District of Mount Waddington Hospital Board (3 votes):

Councillor Dugas – Alternate, Councillor Tidbury

Trustee - Vancouver Island Regional Library Board of Trustees:

Councillor Hemphill – Alternate, Councillor Robertson

G. NEW BUSINESS

No new business.

H. COUNCIL REPORTS

Councillors Pat Corbett-Labatt, Jessie Hemphill, Rick Marcotte, Fred Robertson, John Tidbury reported on their recent meetings and other activities they attended and undertook on behalf of the District of Port Hardy.

I. COMMITTEE REPORTS

No Committee reports.

J. STAFF REPORTS

1. Accounts payable for November 2014 was received for information.

Councillor Corbett-Labatt commented that there was very little detail regarding the accounts payable in the report included in the agenda package.

Allison McCarrick, Director of Financial Services advised that a more comprehensive report is provided in the Council Reading File. Ms McCarrick advised the Finance office will welcome any questions by Council regarding the accounts payable listing.

2. J. Long, Director of Corporate & Development Services (Dec.4/14) re: 2015 Regular Council Meeting Schedule

Councillor Corbett-Labatt requested that the proposed January 27 Council meeting date be adjusted to another day as four Council members will be out of town at the Elected Officials Seminar in Parksville, BC.

Rick Davidge, Chief Administrative Officer suggested that the Council meeting date for Tuesday January 27 be changed to Monday January 26.

Moved/Seconded/Carried

THAT the recommended Council meeting date for Tuesday January 27, 2014 be changed to Monday January 26, 2015.

Moved/Seconded/Carried

THAT Council approves the following regular Council meeting dates for 2015:

January 13	January 26
February 10	February 24
March 10	March 24

April 14	April 28
May 12	May 26
June 9	June 23
July 14	July 28 - cancelled for summer beak
August 11	August 25 - cancelled for summer break
September 8	September 22 - cancelled for UBCM Convention
October 13	October 27
November 10	November 24
December 8	December 22 - cancelled for Christmas break

K. CURRENT BYLAWS AND RESOLUTIONS

No Bylaws or resolutions.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

Information and announcements in the agenda package were received for information.

N. NOTICE OF IN CAMERA MEETING

No in camera meeting scheduled at this time.

O. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 7:18pm

CORRECT

APPROVED

CHIEF ADMINISTRATIVE
OFFICER

MAYOR

2014-238
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING HELD
DECEMBER 12, 2014**

PRESENT: Mayor Hank Bood and Councillors Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill (by telephone), Rick Marcotte (by telephone), Fred Robertson and John Tidbury

ALSO PRESENT: Rick Davidge, Chief Administrative Officer

MEDIA: None **MEMBERS OF THE PUBLIC:** None

A. CALL TO ORDER

Mayor Bood called the meeting to order at 2:00pm.

B. APPROVAL OF AGENDA

2014-239
APPROVAL OF AGENDA
AS PRESENTED

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

C. MOTION TO CLOSE MEETING TO THE PUBLIC (IN CAMERA)

1. Motion required as per section 92 of the *Community Charter* that the meeting be closed to the public for the purposes of discussing:

Subject matter related to labour relations or other employee relations in accordance with section 90(1)(c) of the *Community Charter*

2014-240
CLOSE MEETING TO
THE PUBLIC CC
SECTION 90(1)(c)

Moved/Seconded/Carried
THAT in accordance with section 92 of the *Community Charter*, that the meeting be closed to the public as per section 90(1) (c) to deal with subject matter related to labour relations or other employee relations.

D. RECONVENE SPECIAL COUNCIL MEETING

2014-241
RECONVENE SPECIAL
MEETING

Moved/Seconded/Carried
THAT the Special Council Meeting be reconvened. Time: 2:47pm

E. ADJOURNMENT

2014-242
ADJOURNMENT

Moved
THAT the Special Meeting of Council adjourn. Time: 2:48pm

CORRECT

APPROVED

CHIEF ADMINISTRATIVE OFFICER

MAYOR

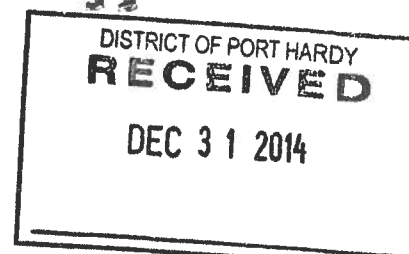


TRI PORT MINOR HOCKEY ASSOCIATION

P.O. Box 1751 Port McNeill B. C. V0N 2R0
Port Alice Port Hardy Port McNeill North Island Eagles



**B. C. Hockey Provincial Championships
Bantam Tier 3 (13 / 14 year olds)
March 2015 Spring Break**



To: District of Port Hardy; Town Council

Request for Relief on Lions Hall Fees

As you are aware, Tri-Port Minor Hockey Association has been awarded the opportunity to be the hosts of the March 2015 BC Hockey Bantam Tier 3 Provincial Championships. This involves our North Island Eagle's Club where 13 and 14 year old hockey players will get an opportunity to play against the best in their division from around the Province.

The last BCH Provincial Championships held in the North Island was in 2001 also in the Bantam Division. We anticipate up to possibly 9 or 10 other teams from around the province to attend this Championship. A championship of this magnitude takes a lot of people, resources and donations to make it a successful event and a memorable time for the players and families.

We plan to host a banquet for all of the teams participating in this Championship. This is planned for Saturday night March 14, 2015. We did this in 2001 by using the main hall facilities and it was a huge success. It is our plan to make this banquet a free banquet to the players and team officials but this of course is dependent upon our sponsorship drive.

We would like to officially request that the Town of Port Hardy consider, approve and grant the use of the hall facilities at no cost for this Championship Banquet. Note: We have currently booked the facilities. Below is what we have calculated to be required:

- | | |
|---------------------------------------|-------------------------------------|
| Island Copper Room: \$250 | BC Hydro Room 2 Hrs: \$30 |
| Kitchen using cooking equipment: \$80 | Labour cleaning:\$25 per hour 2 hrs |
| Labour dishwasher:\$15 2 hrs | In House PA system:\$25 |
| Place settings: 250 X \$.50 | Flatware: 250 X \$.50 |
| Salt & Pepper: 30 X \$.25 | Table Cloths: 30 X \$5.00 |
- This would be based on 250 people attending. The total comes to approx. \$872.50

We do intend to use a local caterer for the meal.

We would very much like to show case Northern Vancouver Island and our hospitality. If we are successful in not having to charge the teams coming in for the banquet, they will be obligated to attend but if we do end up having to charge them a fee for this, then there is no obligation to attend the banquet.

We graciously look forward to your approval of this request. We thank you in advance for your kind consideration.

**Joe McDonald
(H) 956-3345, (cell) 230-0253
Committee Co Chair
Email: ormajoe@telus.net**

**Anne Dumonceaux
(H) 956-3770, (cell) 949-0876
Committee Co Chair
email: marcanne@telus.net**

f) Collection of Rates

The Lions agree to be solely responsible for the collection of all appropriate rates and fees, including GST/HST and applicable taxes, generated from the use of the Facility and to submit the same to the relevant agency.

g) Financial Records

The Lions agree to maintain proper financial records for the operation of the Facility. Financial statements shall be prepared annually at the District's cost.

The Lions agree to prepare cash flow reports, in a form to be provided by the District, for each three (3) month period and to provide the reports to the District by the 15th day of the following month.

h) Use of Facility by District



The Lions agree that the District will have the use of the Facility or any portion thereof for up to 40 calendar days per year. Any usage in a day will constitute one calendar day. Scheduling of this time will be worked out in advance between the representatives of the District and the Lions as hereinafter set out.

i) Programming

The Lions shall provide a report on facility use, on a 3-month basis, due by the 15th of the following month.

6. **GENERAL CONDITIONS**

a) Proprietary Rights

It is understood and agreed between the parties that all proprietary rights to the Facility, except those which are specifically granted to the Lions herein, remain with the District.

b) Representatives - The parties agree that the representatives are as follows:

The District representative shall be the Chief Administrative Officer or his or her appointed alternate.

The Lions representative shall be Lynn Davey or her appointed alternate.

c) Mediation Panel

The parties agree that in the event of a dispute or in the event that an unforeseen problem arise, either the District or the Lions can call for a meeting of the mediation panel. The parties agree that the panel shall consist of the District of Port Hardy representative, the Lions representative and Dan Nowosad of Nowosad & Company or his designated alternate. It is agreed that the mediation panel shall meet as soon as is practical but in any event within ten (10) working days. The decisions reached by this panel are intended to be binding on the parties. All costs incurred for the sitting of the mediation panel shall be borne equally by the two parties.

Wounded Warrior 2015 www.woundedwarriorrunbc.com

About

Wounded Warriors Canada is a non-profit organization that helps Canadian Forces members who have been wounded or injured in their service to Canada. They help find therapeutic programs and solutions for military men and women in need. Currently, their primary focus is on mental health and, particularly, the staggering impact of PTSD and Operational Stress Injuries.

To provide increased financial support and public awareness for Wounded Warriors Canada, the “Wounded Warrior Run BC” (WWRBC) was created. A team of dedicated runners will relay run the length of Vancouver Island for six consecutive days, starting Sunday, 15 Feb 2015 and finishing Friday, 20 Feb 2015. The journey will begin in Port Hardy and end in Victoria at Saunders Subaru, covering an excess of 600 km.

The Route

14 February:

Pre-Run Reception

15 February (Day 1): Port Hardy - Port McNeill - Rooney Lake

16 February (Day 2): Rooney Lake - Sayward - Campbell River

17 February (Day 3): Campbell River - Cumberland - Courtenay - Comox

18 February (Day 4): Comox - Qualicum Beach - Parksville - Lantzville - Nanaimo

19 February (Day 5): Nanaimo - Ladysmith - Chemainus - Duncan - Cowichan Bay - Shawnigan Lake

20 February (Day 6): Mill Bay - Langford - Saanich - Victoria - Esquimalt - Colwood
(Finishing at Saunders Subaru)

WOUNDED WARRIOR RUN BC

NOT ALL WOUNDS ARE VISIBLE

HONOUR THE FALLEN HELP THE LIVING



PTSD
MENTAL HEALTH
LET'S TALK

**WE NEED
YOUR HELP**

**600KM ★ 6 DAYS ★ 1 CAUSE
FEB 16th 21st 2014**

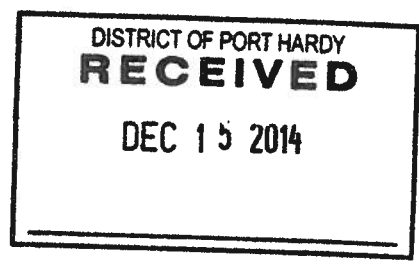
WWW.WOUNDEDWARRIORRUNBC.COM

ITEM	REGULAR COUNCIL MEETING NOVEMBER 12, 2014 ACTION	WHO	STATUS /COMMENTS
1. Letter to Councillors John Tidbury and Rick Marcotte from Robin Archdekin, resident & CEO, Geoscience BC (Oct.24/14) re: Geoscience BC Annual Mayors' Breakfast at UBCM, Sept. 25/14	THAT Council writes a letter to Premier Christy Clark supporting Geoscience BC 2014/2015 outreach efforts. • Write letter of support as directed.	RD	Done
ITEM	REGULAR COUNCIL MEETING OCTOBER 28, 2014 ACTION	WHO	STATUS /COMMENTS
Addendum: Rename Thunderbird Way, south of Granville Street, after Bev Parnham.	THAT Council directs staff to send a letter to the affected property owners on Thunderbird Way south of Granville street, to seek their input regarding the possible renaming of Thunderbird Way using Bev Parnham's namesake. • Staff to send a letter to the affected property owners on Thunderbird Way, south of Granville street, to seek their input.	JL	Agenda Item
ITEM	REGULAR COUNCIL MEETING OCTOBER 14, 2014 ACTION	WHO	STATUS /COMMENTS
Downtown Revitalization Committee a) Minutes Sept. 11/14 Recommendation: "THAT there be free WiFi services established in the Downtown Revitalization Area, with the initial focus to be from the Seagate Wharf to Tsulquate Park." b) Minutes October 7, 2014. Recommendation: "THAT Council considers negotiating a right of first refusal with the owners of 7395 Market St, 7385 Market St. and 7375 Market St. for the purpose of adding to the waterfront park area."	a) THAT Council approves the provision of WiFi service in the Downtown Revitalization Area • Add to broadband tender / RFP requirements b) THAT Council directs staff to undertake the work necessary to try and obtain first rights of refusal with the owners of the properties addressed as 7375, 7385 and 7395 Market Street for the purpose of potentially purchasing these properties in future, and adding them to the District's waterfront park area. • Contact property owners as requested	RD	In Progress JAN 26 Council Meeting Agenda Item

ITEM	REGULAR COUNCIL MEETING July 8, 2014 ACTION	WHO	STATUS /COMMENTS
<p>Draft minutes - Op Scvs Comm meeting held June 19/14. Recommendation to Council: " THAT the District denies the request for designated moorage at Fishermans Wharf for the 2014 season AND THAT the charter boat operators be invited to come to the Operational Services Committee in the fall to allow more time for discussion and to schedule any operational changes needed."</p>	<p>Recommendation approved as presented.</p> <ul style="list-style-type: none"> • Contact charter boat operators and advise. 	RD	Coming to January 2015 Operational Services meeting.
<p>Airport WasteWater Treatment Plant</p>	<p>REGULAR COUNCIL MEETING December 10, 2013</p> <p>Adopted in principal Opt 3 in Stantec report: Divert AWWTP flows to Town Plant</p> <ul style="list-style-type: none"> • Advise MOE - Investigate funding partners 	RD	Developing Stakeholder Committee



451 Herald Street, Victoria BC Canada V8W 3N8
 T 250.383.6811 | F 250.383.7781 | W salts.ca



December 9, 2014

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

Attention: Mayor and Council, District of Port Hardy

Dear Mayor and Council,

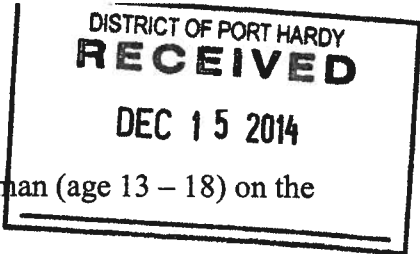
Re: SALTS Sail and Life Training Society – 2015 Bursary Offer

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

For many years, our two tall ships have used Port Hardy harbour as an ending and starting point for several of our summer season voyages. This year, we are expecting over 190 young sailors and their families to travel to and from Port Hardy to be a part of these SALTS voyages. Our staff, crews and trainee families have come to greatly appreciate the services and hospitality of your community and the professionalism and kindness of Port Hardy Harbour Authority staff.

For the past two years, SALTS has been pleased to offer the District of Port Hardy a full bursary for a young person from your community to sail on one of our 10-day summer voyages. In 2013, Alexandra Southgate was selected as the recipient of the bursary, and in 2014, Rory Korhonen (we have attempted to alternate the gender of the bursary offer each year to ensure fairness). I have enclosed a thank you letter that we received from Rory this past fall that outlines his experience. Both recipients served as tremendous ambassadors for your community.

We would like to continue to build partnerships with your community and would like to offer a full bursary for a young woman, age 13 – 18, of your choice who meets the enclosed bursary requirements to sail on one of our 10-day summer voyages. I have enclosed a brochure that outlines the details of the SALTS summer program and what a trip like this entails. The value of the bursary (i.e. our cost to provide one berth on the voyage) is \$1,731.81, and the bursary would be provided to you free of charge.



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

Sailing Dates: June 26 – July 5, 2015 (Trip 6)
Trip Start Location: Victoria, BC
Trip End Location: Port Hardy, BC

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

If you are able to partner with us this season, please sign and return the enclosed Bursary Partnership Agreement by fax (250-383-7781) or email by January 15, 2015. The name of the recipient and their registration details would not be required until April 1, 2015.

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

Fair Winds,

A handwritten signature in cursive script that reads "Robin Irving".

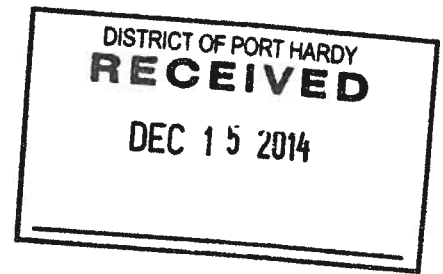
Robin Irving
Reservations and Communications Manager
S.A.L.T.S. Sail and Life Training Society

- Enclosure 1 - SALTS background and SALTS bursary partner eligibility requirements
- Enclosure 2 - SALTS program fitness requirements
- Enclosure 3 - SALTS Bursary Partnership Agreement
- Enclosure 4 - SALTS summer brochure
- Enclosure 5 - Thank you letter from 2014 Bursary Recipient Rory Korhonen

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



451 Herald Street, Victoria BC Canada V8W 3N8
T 250.383.6811 | F 250.383.7781 | W salts.ca



ABOUT SALTS

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

SALTS BURSARY PARTNER ELIGIBILITY REQUIREMENTS

Partner Organizations must:

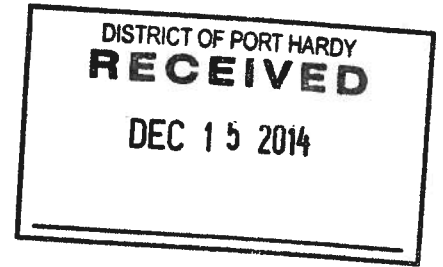
- provide programs or services to youth/young adults
- be located on Vancouver Island
- select a bursary recipient that meets the criteria enclosed
- if necessary, be prepared to arrange transportation and cover any transportation costs for the bursary recipient to get to the start and end locations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

Bursary recipients (young people) must:

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



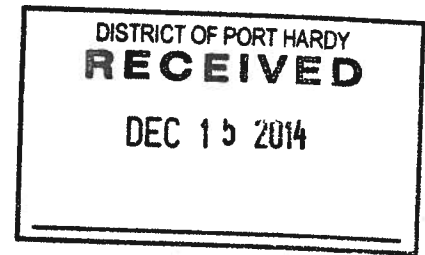
451 Herald Street, Victoria BC Canada V8W 3N8
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- be aware of our programs and the challenges of living on a ship (e.g. confined space, little privacy, no showers on board); the Reservations and Communications Manager can answer any questions they have
- be in a position to benefit from mentorship and living in a caring community
- be eager to explore the coast by tall ship
- provide a photograph and thank-you letter to the SALT Society within two weeks after the voyage with the understanding that SALTS may publish these online and/or in print



451 Herald Street, Victoria BC Canada V8W 3N8
T 250.383.6811 | F 250.383.7781 | W salts.ca



SALTS Program Fitness Requirements

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

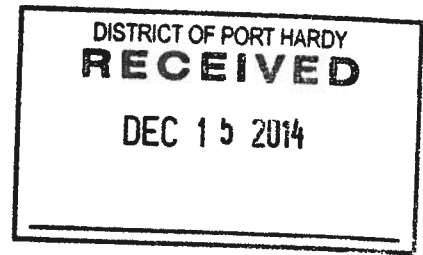
The following is a list of medical conditions that may inhibit your participation or compromise your safety and that of your shipmates.

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

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



451 Herald Street, Victoria BC Canada V8W 3N8
T 250.383.6811 | F 250.383.7781 | W salts.ca



Bursary Program Partnership Agreement

We, the undersigned, agree to partner with SALTS to provide a bursary to an eligible young person for the summer 2015 sailing program. We meet the eligibility requirements for organizations listed above. We will select a young person who meets the eligibility requirements for trainees **before April 1, 2015** and will communicate the name and contact information of the young person to SALTS by that date.

Organization Name: _____

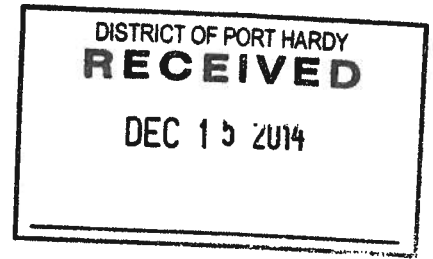
Authorized Representative: _____

Job Title: _____

Phone: _____

Email: _____

(Please send this agreement by fax - 250-383-7781 – or email – robin@salts.ca - by January 15, 2015)



Dear donors,

My trip with SALTS easily had to have been one of the most amazing experiences in my life. I never thought I could develop such great and strong friendships with my ship-mates in only 10 days of sailing. From showering in cool and refreshing waterfalls, to sailing the ship through some of BC's most breathtaking inlets, there was absolutely never a dull moment. The friendships I made and the time I spent aboard are truly memories to last a lifetime, and I couldn't have done it without your support. So I thank you dearly for your donation, and for giving me the opportunity to sail aboard the Pacific Grace on my Summer 2014 SALTS trip.

Sincerely,

Rory Korhonen

2013-173
S.A.L.T. BURSARY

Moved/Seconded/Carried

THAT The District of Port Hardy accept the bursary partnership proposal from the Sail and Life Training Society AND THAT the application be forwarded to Port Hardy Secondary School for input on candidate selection AND THAT the cost of the bursary recipient's transportation to the training vessel departure point in Victoria be covered by the District if necessary.



Council directed staff to make the Harbour Manager aware that S.A.L.T.S. plans three visits to Port Hardy during the summer voyages.

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

ORDER OF BC – 2014
CALL FOR
NOMINATIONS

Mayor Parnham requested Council members review the Order of British Columbia – 2014 Call for Nominations and bring forward any prospective nominations to Council before the deadline of March 7, 2014.

Council directed staff to forward the Order of British Columbia – 2014 Call for Nominations information package to the Port Hardy and District Chamber of Commerce and the Hardy Bay Seniors Society.

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

NEW BUSINESS

None

COUNCIL REPORTS

COUNCIL REPORTS

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

Mayor Parnham commented on the recent BC Ferries announcement regarding cost cutting measures and the flawed consultation process. Council was advised that BC Ferries did not take into consideration the socio-economic impact of the cuts on smaller and rural communities.

COMMITTEE REPORTS

None

STAFF REPORTS

None

949 1215

From: hankbood [mailto:hankbood@gmail.com]
Sent: December-09-14 5:23 PM
To: Rick Davidge
Subject: Fwd: director

Sent from Samsung Mobile

----- Original message -----

From: d.nelson@telus.net
Date: 12/09/2014 4:46 PM (GMT-08:00)
To: hbood@porthardy.ca, Shirley Ackland, mayor@portalice.ca
Cc: Gordon Glover
Subject: director

Mayors

My term for a director at large for the North Island Community Forest is a term of 1 year ending March 31/~~15~~
I am asking if you would consider changing from a 1 year to a 2 year term starting Jan 1/14.
Dave Nelson



MEMORANDUM

TO: AVICC Members
FROM: Iris Hesketh-Boles, Executive Coordinator
DATE: January 5, 2015
RE: **SECOND CALL - 2015 AVICC RESOLUTIONS AND NOMINATIONS**

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 23, 2015**

SUBMISSION REQUIREMENTS

1. One copy of the resolution by regular mail to:
AVICC
525 Government Street
Victoria, BC
V8V 0A8

AND

2. One copy submitted electronically either through the online submission form or by email (submitting the resolution in MS Word is preferred):
 - a) Online
http://ubcm.formstack.com/forms/avicc_2015_resolutions_submission_form
 - b) Email to avicc@ubcm.ca (Word version of the resolution itself preferred)
- The resolution should not contain more than two "whereas" clauses; and
- Background documentation must accompany each resolution submitted.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 8, 2015**.

525 Government St, Victoria, BC V8V 0A8
Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

Representing Local Government on Vancouver Island, Sunshine Coast, Powell River and Central Coast

- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on ubcm.ca.

DEADLINE FOR NOMINATIONS TO BE INCLUDED IN THE REPORT ON NOMINATIONS

All nominations that are to be included on the *Report on Nominations* must be received in the AVICC office by **FEBRUARY 23, 2015**. Nomination and consent forms are available on avicc.ca. Nominations not received by the February 23, 2015 will be received from the floor of the AGM and Convention.

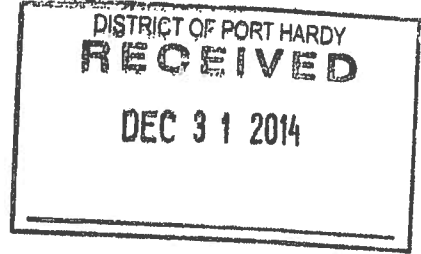


Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

December 22, 2014

Mr Rick Davidge
Chief Administrative Officer
District Of Port Hardy
Box 68
Port Hardy B.C. V0N 2P0



Dear Sir/Madam,

Re: Library Budget and Levy to Members

Vancouver Island Regional Library (VIRL) Board adopted the 2015 budget at its September 13, 2014 Board meeting.

A copy of the 2015 – 2019 Adopted Financial Plan is available on our website at the

http://virl.bc.ca/about-us/reports-and-plans

Following is the detail on the first payment due before March 1, 2015. A formal invoice will follow.

Table with 3 columns: Category, Quarterly Installment, Annual Amount. Rows include Population portion, Assessment portion, and 2015 First Quarter Total Levy.

The development of the 2015-2019 Financial Plan was driven by VIRL's Strategic Priorities:

- 1. Collection - VIRL will continue to develop its collection, enhance access to its collection, and build a maximum degree of diversity in the collection to provide the greatest choices possible for customers in both small and large branches.
2. Communication with Stakeholders - VIRL will foster strong external and internal communications and promote a broad awareness of the library and its diverse range of resources, services and programs to ensure their optimal use.

Strong Libraries @ Strong Communities

Bea's Cove Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen Charlotte Sandspit Sayward Sidney/North Saanich Sooke Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay West



Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

- 3. Facilities and Operations** - VIRL will be welcoming places and community hubs for informational, inspirational, cultural, and recreational needs and interests of our diverse customers and communities.
- 4. Information Technology** - VIRL will optimize the use and benefits of technology to enhance the library experience for customers, and develop library branches as learning facilities for information technology.
- 5. Delivery of Quality Service** - VIRL will have a supportive work environment that embraces a culture of continuous improvement and enables all staff to provide high-quality, cost-effective service that meets customer's constantly changing needs for the library services.

Please do not hesitate to contact us if you have any questions.

Thank you,

Adrian Maas, CPA, CGA
Director of Finance

Strong Libraries @ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland
Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington
Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen
Charlotte Sandspit Sayward Sidney/North Saanich Sooke Lake South Cowichan Tshsis Tofino Ucluelet Union Bay West

Leslie Driemel

From: Island Health Info [VIslandHealth.Info@viha.ca]
Sent: December-22-14 10:12 AM
To: Wilson, Valerie (Communications)
Subject: Island Health News: Enhanced withdrawal management services for Mount Waddington

viha.ca/news



NEWS RELEASE

FOR IMMEDIATE RELEASE
 December 22, 2014

Enhanced withdrawal management services for Mount Waddington

MOUNT WADDINGTON – Residents in Mount Waddington with mental health and substance use issues will benefit from a new service to help them safely withdraw from alcohol and/or substances in a supportive community residential setting without having to travel to larger centres in the south.

Island Health today issued a Request for Proposals (RFP) seeking opportunities to partner with an organization to provide a five-bed, short-term-stay, community residential withdrawal management service in the Mount Waddington region. The RFP calls for a multidisciplinary team to provide integrated care and treatment for clients with multiple mental health, physical health, behavioral and substance use issues.

A withdrawal management service provides supports to clients who are experiencing substance use challenges or are in withdrawal from alcohol and/or drug use. It is an alternative to hospital-based detox and to transport to withdrawal management services in a larger centre. Residents are supported by staff 24 hours a day, 365 days a year.

Services will include the provision of an evidence-based clinical treatment model, an integrated client-centred treatment and care plan and a safe and supportive environment where adult clients who can safely withdraw from substances in a community residential setting can meet their basic physical and social needs. The anticipated length of stay for client is five to ten days.

“Withdrawal management support programs help clients with complex care needs make positive changes in their lives,” said Alison Mitchell, Island Health’s Senior Manager for Mount Waddington Health Services. “The opportunities for change increase enormously when these critical services are available in a respectful, welcoming and structured environment with the support of family and community close by.”

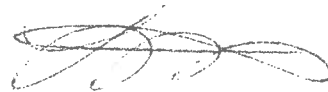
The RFP is posted on the BCBID website, www.bcbid.ca and closes at 2 p.m. January 23, 2015.

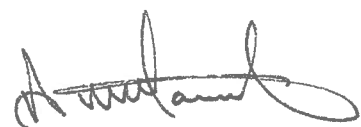
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005001	04/12/2014	03028	Alf Bauer Photography	850.50	
005002	04/12/2014	02514	Alsco	431.95	
005003	04/12/2014	00829	ANA'S HARDY CLEAN	2,373.00	
005004	04/12/2014	01836	ARIES SECURITY LTD.	3,417.75	
005005	04/12/2014	00047	B.C. HYDRO	35,645.11	
005006	04/12/2014	03009	BI PureWater	93.02	
005007	04/12/2014	01919	BRANDT TRACTOR LTD.	98.71	
005008	04/12/2014	00281	CHEVRON CANADA LTD.	3,149.01	
005009	04/12/2014	03035	Darcy Turenne	6,300.00	
005010	04/12/2014	00054	DAVE LANDON MOTORS LTD.	1,107.51	
005011	04/12/2014	00218	DB PERKS AND ASSOCIATES	217.24	
005012	04/12/2014	00098	DUNCAN ELECTRIC MOTOR LT	1,251.26	
005013	04/12/2014	00233	FINNING (CANADA)	1,463.73	
005014	04/12/2014	01629	GOVERNMENT FINANCE OFFIC	183.75	
005015	04/12/2014	03032	Green Approach Turf & La	260.92	
005016	04/12/2014	03031	GWA'SALA 'NAKWAXDA'XW BA	212.50	
005017	04/12/2014	02190	INPROTECT SYSTEMS	382.83	
005018	04/12/2014	02600	Kushner, Trevor	201.96	
005019	04/12/2014	02385	Market Street Cafe	65.36	
005020	04/12/2014	01777	MCCARRICK,ALLISON	35.00	
005021	04/12/2014	00328	MERCER, SEAN	35.00	
005022	04/12/2014	00014	MINISTER OF FINANCE	3,445.00	
005023	04/12/2014	00447	MNP	17,640.00	
005024	04/12/2014	01014	NICKERSON, SCHELL	35.00	
005025	04/12/2014	00217	ORKIN CANADA CORPORATION	78.75	
005026	04/12/2014	02071	PACIFICUS BIOLOGICAL SER	10,919.83	
005027	04/12/2014	00363	PORT HARDY BULLDOZING LT	22,050.00	
005028	04/12/2014	02051	PORT MCNEILL ENTERPRISES	1,496.88	
005029	04/12/2014	00769	Praxair Distribution	15,210.88	
005030	04/12/2014	00080	PURULATOR INC.	305.55	
005031	04/12/2014	00107	RECEIVER GENERAL FOR CAN	17,899.27	
005032	04/12/2014	01523	RECEIVER GENERAL FOR CAN	610.66	
005033	04/12/2014	00187	REGIONAL DISTRICT OF MT	6,354.22	
005034	04/12/2014	01990	ROAD RANGER FREIGHT/0702	18.48	
005035	04/12/2014	02349	Silver King Ventures Ltd	924.00	
005036	04/12/2014	02203	STANTEC CONSULTING LTD.	6,978.88	
005037	04/12/2014	00160	TELUS	72.43	
005038	04/12/2014	01773	UNIVAR CANADA LTD.	3,773.29	
005039	04/12/2014	02850	VWR International Co.	93.54	
005040	11/12/2014	00735	A.C.E. COURIER SERVICES	86.59	
005041	11/12/2014	00044	ACKLANDS - GRAINGER INC.	1,033.46	
005042	11/12/2014	00437	ACME SUPPLIES LTD.	229.95	
005043	11/12/2014	01375	ADT SECURITY SERVICES CA	85.05	
005044	11/12/2014	03036	Aquacet Solutions Inc.	896.00	
005045	11/12/2014	01615	BOOD, HANK	35.00	
005046	11/12/2014	01805	BUSY B'S DISTRIBUTING	341.58	
005047	11/12/2014	02458	CAB Industrial Automotiv	55.67	
005048	11/12/2014	02468	Canwest Propane	63.77	
005049	11/12/2014	02882	Catalys Lubricants Inc.	89.19	
005050	11/12/2014	02767	Catarata, Glen	524.58	
005051	11/12/2014	00281	CHEVRON CANADA LTD.	1,946.26	
005052	11/12/2014	02869	Corix Water Systems Inc.	817.60	
005053	11/12/2014	00054	DAVE LANDON MOTORS LTD.	552.41	
005054	11/12/2014	01476	DOR-TEC SECURITY LTD.	115.25	
005055	11/12/2014	02140	DOUG LLOYD CONTRACTING	122.85	
005056	11/12/2014	02661	Dugas, Rosanna	1,213.67	
005057	11/12/2014	02851	Eagle Harbour Holdings L	325.50	
005058	11/12/2014	00099	FOX'S DISPOSAL SERVICES	12,907.29	
005059	11/12/2014	01860	GREYHOUND COURIER EXPRES	62.67	
005060	11/12/2014	00058	GUILLEVIN INTERNATIONAL	1,035.56	
005061	11/12/2014	00052	HARDY BUILDERS' SUPPLY	1,336.77	
005062	11/12/2014	00063	HOME HARDWARE BUILDING C	49.26	
005063	11/12/2014	01875	ISLAND ADVANTAGE DISTRIB	419.40	
005064	11/12/2014	02873	Jewell, Joe	300.00	
005065	11/12/2014	00065	K & K ELECTRIC LTD.	4,006.78	
005066	11/12/2014	00253	Keta Cable	133.20	
005067	11/12/2014	00069	MACANDALE'S	334.53	
005068	11/12/2014	00304	MONK OFFICE	40.70	
005069	11/12/2014	00017	MUNICIPAL INSURANCE ASSO	27,074.00	
005070	11/12/2014	00033	NAPA AUTO PARTS/PORT HAR	258.11	

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005071	11/12/2014	01645	NORTH ISLAND COMMUNICATI	278.67	
005072	11/12/2014	01559	NORTH ISLAND LABORATORIE	563.33	
005073	11/12/2014	00122	Northcall Communications	73.92	
005074	11/12/2014	03039	O'Byrne Barbara	265.00	
005075	11/12/2014	00075	O.K. TIRE STORE (PORT HA	776.21	
005076	11/12/2014	02023	OLNEY, CHRIS	242.70	
005077	11/12/2014	02749	Orach Enterprises Ltd.	2,180.75	
005078	11/12/2014	00030	OVERWAITEA FOOD GROUP	132.20	
005079	11/12/2014	01990	ROAD RANGER FREIGHT/0702	18.48	
005080	11/12/2014	00272	ROLLINS MACHINERY LIMITE	3,146.50	
005081	11/12/2014	00053	TEMPLE CONSULTING GROUP	12,640.32	
005082	11/12/2014	02717	Tourism Association of V	1,778.44	
005083	11/12/2014	01884	Tru Hardware	107.20	
005084	11/12/2014	02850	VWR International Co.	1,213.41	
005085	11/12/2014	02837	Waterhouse Environmental	5,800.70	
005086	11/12/2014	00552	Western Equipment Ltd	241.50	
005087	11/12/2014	00164	Xerox Canada Ltd.	2,505.13	
005088	18/12/2014	03037	1st Class Driving School	220.00	
005089	18/12/2014	00735	A.C.E. COURIER SERVICES	26.78	
005090	18/12/2014	00044	ACKLANDS - GRAINGER INC.	89.70	
005091	18/12/2014	02514	Alsco	267.34	
005092	18/12/2014	01373	BC MUNICIPAL SAFETY ASSO	126.00	
005093	18/12/2014	00073	BLACK PRESS GROUP LTD.	1,971.44	
005094	18/12/2014	01805	BUSY B'S DISTRIBUTING	288.19	
005095	18/12/2014	02468	Canwest Propane	2,478.67	
005096	18/12/2014	00281	CHEVRON CANADA LTD.	2,607.15	
005097	18/12/2014	02762	Cleartech Industries Inc	1,720.55	
005098	18/12/2014	02370	CNJ Lighting Solutions	28,248.64	
005099	18/12/2014	02730	CUPE Local 401	744.34	
005100	18/12/2014	00054	DAVE LANDON MOTORS LTD.	149.27	
005101	18/12/2014	02140	DOUG LLOYD CONTRACTING	134.40	
005102	18/12/2014	02541	Fastenal Canada Ltd	289.10	
005103	18/12/2014	03038	Gary Moser Consulting In	9,241.80	
005104	18/12/2014	00058	GUILLEVIN INTERNATIONAL	337.77	
005105	18/12/2014	02894	Hamilton, Jamie	1,438.50	
005106	18/12/2014	00235	HARDY BAY MACHINE WORKS	229.72	
005107	18/12/2014	00063	HOME HARDWARE BUILDING C	211.82	
005108	18/12/2014	00194	INT'L UNION OPERATING EN	978.42	
005109	18/12/2014	01875	ISLAND ADVANTAGE DISTRIB	681.40	
005110	18/12/2014	02889	Janse, Hans	264.76	
005111	18/12/2014	00703	JUSTICE INSTITUTE OF BC	40.00	
005112	18/12/2014	00065	K & K ELECTRIC LTD.	5,474.47	
005113	18/12/2014	00069	MACANDALE'S	290.34	
005114	18/12/2014	00328	MERCER, SEAN	39.82	
005115	18/12/2014	02917	Minar, Krista	154.01	
005116	18/12/2014	02487	Minister of Finance	60.80	
005117	18/12/2014	00033	NAPA AUTO PARTS/PORT HAR	258.33	
005118	18/12/2014	02397	Nelson Roofing & Sheet M	205.14	
005119	18/12/2014	01367	NORTH ISLAND GAZETTE	474.86	
005120	18/12/2014	01559	NORTH ISLAND LABORATORIE	474.60	
005121	18/12/2014	00027	NORTH ISLAND VETERINARY	276.10	
005122	18/12/2014	01021	NORTHERN ROPES & INDUSTR	296.36	
005123	18/12/2014	02975	Paul's Plumbing & Gas	140.00	
005124	18/12/2014	00769	Praxair Distribution	19.28	
005125	18/12/2014	00080	PUROLATOR INC.	118.71	
005126	18/12/2014	02865	Quatesi Investment Devel	3,331.65	
005127	18/12/2014	00107	RECEIVER GENERAL FOR CAN	15,841.59	
005128	18/12/2014	01523	RECEIVER GENERAL FOR CAN	636.10	
005129	18/12/2014	00187	REGIONAL DISTRICT OF MT	2,962.06	
005130	18/12/2014	02175	Seto's Wok And Grill	2,421.60	
005131	18/12/2014	02464	Strait Shooter Photograp	128.80	
005132	18/12/2014	02522	Strathcon Industries	51.15	
005133	18/12/2014	00113	STRYKER ELECTRONICS LTD.	2,908.50	
005134	18/12/2014	00088	Swiftsure Petroleum Dist	35.00	
005135	18/12/2014	00161	TELUS MOBILITY (BC)	1,108.07	
005136	18/12/2014	02486	Trapeze Communications I	682.50	
005137	18/12/2014	00892	UPS Canada Ltd.	237.97	
005138	18/12/2014	02644	Vancouver Island Fire Fi	450.00	
005139	18/12/2014	03040	Yateman, Carol	299.73	
005140	18/12/2014	03041	Zone West Enterprises Lt	17,535.56	
005141	18/12/2014	02642	Long, Jeff	900.35	

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005142	19/12/2014	03043	Coon, Thomas	113.76	
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005144	23/12/2014	02672	BC Fire Training Officer	100.00	
005145	23/12/2014	01531	BJARNASON, SUSAN	61.00	
005146	23/12/2014	00159	FIRE PREVENTION OFFICERS	78.75	
005147	23/12/2014	00058	GUILLEVIN INTERNATIONAL	224.39	
005148	23/12/2014	02499	Hemphill Jessie	42.79	
005149	23/12/2014	00065	K & K ELECTRIC LTD.	157.50	
005150	23/12/2014	00014	MINISTER OF FINANCE	3,445.00	
005151	23/12/2014	00033	NAPA AUTO PARTS/PORT HAR	16.14	
005152	23/12/2014	01559	NORTH ISLAND LABORATORIE	168.00	
005153	23/12/2014	01807	PORT HARDY TWINNING SOCI	2,663.09	
005154	23/12/2014	00187	REGIONAL DISTRICT OF MT	6,245.37	
005155	31/12/2014	03044	Achinback Industries & F	1,452.01	
005156	31/12/2014	00829	ANA'S HARDY CLEAN	2,266.34	
005157	31/12/2014	01531	BJARNASON, SUSAN	26.93	
005158	31/12/2014	00183	DRIEMEL, LESLIE	153.07	
005159	31/12/2014	00428	LAND TITLE AND SURVEY AU	267.49	
005160	31/12/2014	03045	Myung Hyun Kim	3,980.48	
005161	31/12/2014	03045	Myung Hyun Kim	3,980.24	
005162	31/12/2014	02427	O'Connor, Lawrence	3,980.48	
005163	31/12/2014	02427	O'Connor, Lawrence	3,980.48	
005164	31/12/2014	00217	ORKIN CANADA CORPORATION	78.75	
005165	31/12/2014	00013	PACIFIC BLUE CROSS	10,229.93	
005166	31/12/2014	00269	PETTY CASH (OFFICE)	136.45	
005167	31/12/2014	00107	RECEIVER GENERAL FOR CAN	24,670.26	
005168	31/12/2014	01523	RECEIVER GENERAL FOR CAN	623.92	
005169	31/12/2014	00160	TELUS	1,307.32	
Total:				436,770.37	

*** End of Report ***

x 

x 



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: January 5, 2015 **FILE:** 5450-20 Street Naming

TO: Rick Davidge, Chief Administrative Officer

FROM: Jeff Long, Director of Corporate & Development Services

RE: PROPOSED RENAMING OF PORTION OF THUNDERBIRD WAY IN HONOUR OF PAST MAYOR BEV PARNHAM

PURPOSE

To present Council with the outcome of consultation regarding the proposed renaming of a portion of Thunderbird Way to honour past Mayor Bev Parnham, and to outline the steps required in order to implement same.

REGULATORY AUTHORITY

Section 39 of the *Community Charter* grants authority to a municipality to assign a name to a highway by bylaw. Street Naming Policy #CP8.4 allows the District to name streets after honoured citizens.

BACKGROUND

Given past Mayor Bev Parnham's efforts to improve access to health care services for Port Hardy residents, and the Mayor's passing in 2014 before she could see the construction of the new Primary Care Centre, Council wrote to Island Health (formerly VIHA, Vancouver Island Health Authority) to request that the new medical clinic be named in her honour. Due to policy considerations, Island Health was not able to implement this request, but advised it would undertake to have a plaque or other form of recognition installed in the front foyer of the new facility. Given Council's desire to dedicate a namesake, at its meeting on October 28, 2014, Council discussed the idea of renaming that portion of Thunderbird Way south of Granville Street and adopted Resolution No. 2014-198 as follows:

THAT Council directs staff to send a letter to the affected property owners on Thunderbird Way south of Granville Street, to seek their input regarding the possible renaming of Thunderbird Way using Bev Parnham's namesake.

The map included on page 3 shows the portion of Thunderbird Way that would be proposed to be renamed as well as those properties with frontage on it.

As a result of Council's direction, staff sent letters to the owners of the four properties located adjacent to that portion of Thunderbird Way that would be affected by the proposed name change, regardless if their civic addresses would be required to be changed as a result. In addition, a letter was sent to BC Ambulance who is a tenant on the Port Hardy Hospital property owned by Island Health and whose civic address would be affected by a name change. The letters explained the intent of the proposed name change and whether a civic address change would apply (see

example letter to BC Ambulance on page 4). In addition, input was requested about the proposed name change.

ANALYSIS

As a result of the consultation effort, responses were received from three of the four property owners, none of whom had any objections or concerns with the proposed street renaming. The response correspondence is included on pages 5 through 7. Responses were not received from BC Emergency Health Services (BC Ambulance) and Dr. Bruce Lee Inc.

If Council wishes to proceed with the street renaming, it will be necessary to adopt a bylaw. In this regard, staff has prepared Street Naming Bylaw No. 1037-2015 included on pages 8 and 9 which if adopted by Council, would have the effect of renaming that portion of Thunderbird Way south of Granville Street. The actual name of the street name must be determined and included in the Bylaw before readings of the Bylaw proceed. In this regard, some suggestions include:

Parnham Place
Parnham Way
Bev Parnham Place
Bev Parnham Way

Once Council has determined which name it would like to proceed with, Street Naming Bylaw No. 1037-2015 could then be given three readings by Council. Before adoption however, it would be appropriate that staff advise all owners and tenants who own or occupy property that fronts onto this portion of Thunderbird Way, as to when the effected change will take place (when Council will consider the Bylaw for adoption) and what civic addresses will change and what the new addresses will be. Staff would ensure that notices of civic address changes that would result would be sent to North Island 911, BC Ambulance, Royal Canadian Mounted Police, Port Hardy Fire Rescue, BC Hydro, Telus Communications, Canada Post and the Regional District of Mount Waddington.

STAFF RECOMMENDATION

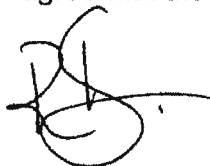
Should Council wish to move forward with the renaming of the portion of Thunderbird Way south of Granville Street to honour past Mayor Bev Parnham, that it selects a new name for the street in this regard and gives three readings to Street Naming Bylaw No. 1037-2015 using the selected name. Should Council proceed to do so, staff will advise the affected property owners and tenants and conduct formal civic address changes where required and bring the Bylaw back to Council for consideration of adoption two months after the fact to give people time to accommodate the change.

Respectfully submitted,

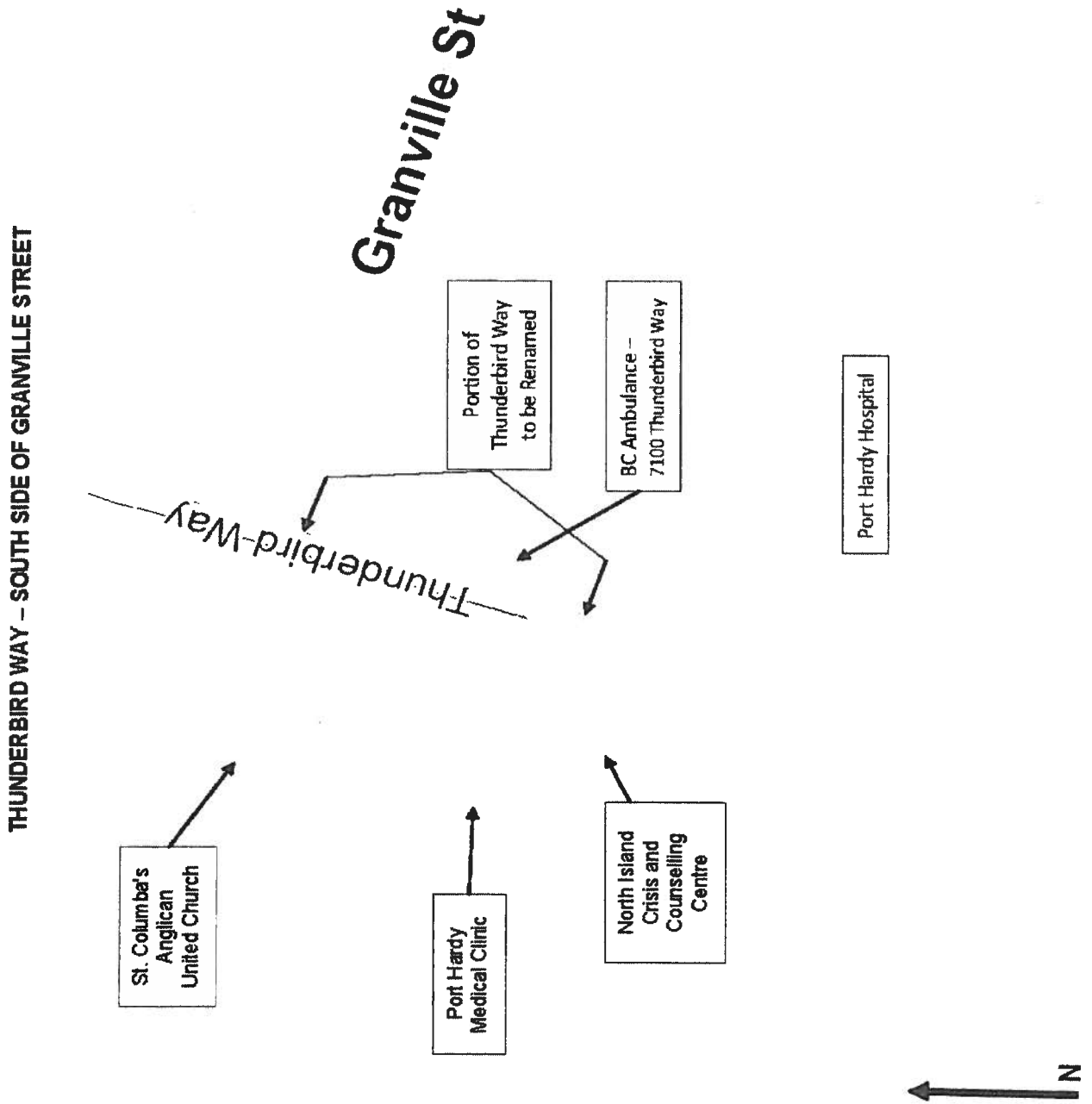


Jeff Long
Director of Corporate &
Development Services

I agree with the recommendation.



Rick Davidge
Chief Administrative Officer





District of Port Hardy

7360 Columbia Street • PO Box 68
Port Hardy BC V0N 2P0 Canada
Telephone: (250) 949-6665 • Fax (250) 949-7433
Email: general@porthardy.ca • www.porthardy.ca



October 29, 2014

Our File: 5450 Civic Addressing

Joann Francis
BC Emergency Health Services
PO Box 9600
Victoria, BC V8W 9P1

Dear Joann,

RE: Proposal to Rename Portion of Thunderbird Way After Late Mayor Bev Parnham

The District of Port Hardy's Mayor, Bev Parnham, passed away in May of this year. Mayor Parnham worked diligently on behalf of Port Hardy to help improve health care for the community and was instrumental in working with Island Health to help realize the construction of the new Port Hardy Primary Care Centre located on the same property as the Port Hardy Hospital and the BC Ambulance Station.

As a tribute to Bev and her commitment to Port Hardy and its citizens, Council wishes to look at the possibility of renaming that portion of Thunderbird Way on the south side of Granville Street (see attached map) using Bev's namesake. While most of the properties and associated facilities that access this portion of Thunderbird Way have Granville Street civic Addresses, there are three for which the civic addresses would have to be changed. One of these is the BC Ambulance facility located on the Port Hardy Hospital property. It is currently addressed as 7100 Thunderbird Way. If Thunderbird Way is renamed, the number 7100 could be retained and just the name of the street would be changed. Before making a decision of this nature however, the District wishes to consult with BC Ambulance about the possible street name change and I kindly request your input in this regard.

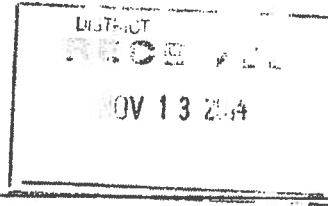
Please note, when undertaking a change of address for a property / facility, the District sends a communication to the owner and tenant of the affected property and provides the information to North Island 911, BC Ambulance, RCMP, Port Hardy Fire Rescue, BC Hydro, Telus Communications, Canada Post and the Regional District of Mount Waddington.

Thank you.

Yours truly,

Jeff Long
Director of Corporate & Development Services

Excellent health and care for everyone,
everywhere, every time.



November 7, 2014

Jeff Long
Director of Corporate & Development Services
District of Port Hardy
7360 Columbia Street
PO Box 68
Port Hardy BC V0N 2P0

Dear Mr. Long,

RE: Proposal to Rename Portion of Thunderbird Way after Late Mayor Bev Parnham

This is to acknowledge your letter dated Oct 29, 2014, in which you outline the proposal to rename a portion of Thunderbird Way.

I can see no reason for this not to proceed provided the District consult with the agencies listed in your correspondence and, in particular, BC Ambulance.

Please advise if anything further is required.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Cecil Rhodes".

Cecil Rhodes, Architect AIBC
Corporate Director
Facilities Management

Facilities Management
Located at: Memorial Pavilion (Homer Wing) RJH Victoria
Mailing address: 1952 Bay Street, Victoria BC V8R 1J8

Tel: 250-370-8369
cecil.rhodes@viha.ca

District of Port Hardy

Jeff Long

From: Althea Vermaas <Altheav@nicccs.org>
Sent: November 7, 2014 4:32 PM
To: 'Jeff Long'
Subject: RE: NIC&CCS Property - Thunderbird Way - Port Hardy

Happy Friday afternoon, Jeff!

So after discussing it with the staff, all think that it is a lovely gesture. The only thing that we would like is some notice time to make the necessary notifications, most of which could be done by email.

Warm Regards,

Althea Vermaas
Executive Director
North Island Crisis and Counselling Centre Society
PO Box 2446
Port Hardy, BC
V0N 2P0

Ph.: 250-949-8333
Fax: 250-949-8344



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Port Hardy Ecumenical Society

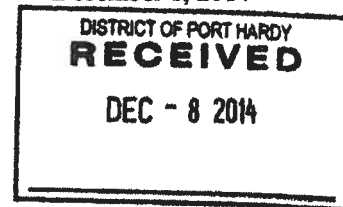
ST. COLUMBA'S UNITED-ANGELICAN CHURCH 949-6247

ST. BONAVENTURE'S ROMAN CATHOLIC CHURCH 949-6524

P.O. Box 1260
Port Hardy BC
V0N 2P0

Jeff Long
Director of Corporate & Development Services
District of Port Hardy
7360 Columbia St.
Port Hardy BC

December 8, 2014

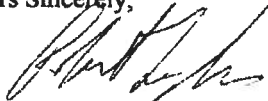


Re: File 5450 Civic Addressing

Dear Jeff,

Thank you for your letter of October 29 informing us of the proposed name change for the portion of Thunderbird Way south of Granville St. I apologize for having been slow in responding. The congregation of our church is enthusiastically in favour of honouring the memory Mayor Bev Parnham and renaming of a street for her seems very appropriate. We recognize that we would not be changing our address but if this meets the approval of the other property owners we are strongly in favour of honouring Bev's memory in this manner.

Yours Sincerely,



Robert Fyles, Secretary



DISTRICT OF PORT HARDY
BYLAW NO. 1037-2015

A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street

WHEREAS the Council of the District of Port Hardy deems it appropriate to rename that portion of the street referred to as Thunderbird Way located on the south side of Granville Street;

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

PART 1 CITATION

1.1 This Bylaw shall be cited as "District of Port Hardy Street Naming Bylaw No. 1037-2015".

PART 2 APPLICATION

2.1 That portion of road dedication shown as "ROAD" on Plan 28227 attached hereto as Schedule "A", and more particularly described as being located between Lot 1, Plan 24566 and Lot 3, Plan 25082 as shown thereon, and being 15.24 metres (50 feet) wide, and 94.488 metres (310 feet) long as measured along its westerly boundary and 94.372 metres (309.62 feet) long as measured along its easterly boundary, is hereby named "_____".

PART 3 SEVERABILITY

3.1 If any portion of this Bylaw is for any reason held invalid by the decision of a court of competent jurisdiction, then the invalid portion shall be severed from this Bylaw and such decision does not affect the validity of the remaining portion of this Bylaw.

Read a first, second and third time on the _____ of _____, 2015.

Adopted on the _____ day of _____, 2015.

Director of Corporate &
Development Services

Mayor

Certified a true copy of
Bylaw No. 1037-2015 as adopted.

Director of Corporate & Development Services



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: January 8, 2015 **FILE:** 0360, 0510 & 0540
TO: Rick Davidge, Chief Administrative Officer
FROM: Jeff Long, Director of Corporate & Development Services
RE: **2015 COMMITTEE STRUCTURE AND COUNCIL APPOINTMENTS**

PURPOSE

Each year, Council considers its committee structure and Council appointments to various internal and external committees and organizations for the coming year, and endorses the appointments by resolution.

BACKGROUND

In December, Council dealt with the Deputy Mayor schedule as well as ratification of appointments to the Regional District Board of Directors, the Regional Hospital Board and the Vancouver Island Regional Library Board of Trustees in order to meet the December deadlines associated with those organizations. Mayor Bood has had meetings and discussions with Councillors about the type and framework of the District's committees and Council member appointments to them, as well as Council appointments to other external organizations on which the District has representation or participates in a liaison capacity. After consultation with Council members, Mayor Bood has provided staff with his recommendations for the District's committee structure and various appointments which are outlined for Council's consideration below.

RECOMMENDATION

THAT Council endorses the following committee structure and Council appointments for 2015:

STANDING COMMITTEES OF COUNCIL

EXECUTIVE COMMITTEE

Mayor Bood, Chair

Councillors: Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, Rick Marcotte, Fred Robertson, John Tidbury

Staff:

2015 Meetings dates: To be announced

FINANCE COMMITTEE – Budget, Financial Planning

Mayor Bood, Chair

Councillors: Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, Rick Marcotte, Fred Robertson, John Tidbury

Staff: Director of Finance, Chief Administrative Officer

2015 Meetings: Quarterly or as required

OPERATIONAL SERVICES COMMITTEE – Harbours, Parks, Public Works, Utilities
Councillors: Rick Marcotte, Dennis Dugas, John Tidbury
Staff: Chief Administrative Officer, Operations Manager
2015 Meetings: To be announced

FIRST NATIONS RELATIONS COMMITTEE – REVITALIZING RELATIONSHIPS
Councillors Pat Corbett-Labatt, Jessie Hemphill, Dennis Dugas, Fred Robertson
Staff: Chief Administrative Officer
2015 Meetings: To be announced

PARKS & RECREATION COMMITTEE – Service Review:
Councillors Rick Marcotte, Fred Robertson, John Tidbury
Staff: Chief Administrative Officer
2015 Meetings: To be announced

DISTRICT COMMITTEES

COMMUNITY CONSULTATIVE COMMITTEE
Councillors Jessie Hemphill, Rick Marcotte
Staff: Director of Corporate & Development Services
2015 Meetings: To be announced

EMERGENCY PLANNING COMMITTEE
Councillors Rick Marcotte, John Tidbury
Staff: Director of Corporate & Development Services, Emergency Coordinator
2015 Meetings: Quarterly or as required

PORT HARDY FIRE RESCUE DEPARTMENT
Councillor Rick Marcotte
Staff Liaison – Director of Corporate & Development Services

POVERTY PILOT PROGRAM
Councillor Pat Corbett-Labatt

JOB FAIR COMMITTEE
Councillor Fred Robertson

EXTERNAL ORGANIZATIONS

Mount Waddington Regional Transportation Committee	Councillor John Tidbury
Mount Waddington Health Network	Councillors Pat Corbett-Labatt, Fred Robertson
North Island Regional Emergency Planning Committee	Councillor John Tidbury
BC Ferries Northern Advisory	Mayor Hank Bood
Island Coastal Economic Trust	Mayor Hank Bood
Municipal Insurance Association	Mayor Hank Bood - Voting Delegate
Port Hardy Heritage Society (Museum)	Councillor Jessie Hemphill
Port Hardy Twinning Society	Councillor Jessie Hemphill

District of Port Hardy

*Primary Health Care Local Working Group
Scott Islands Advisory
Hardy Bay Seniors Citizens Society
Vancouver Island North Tourism (VINTAC)
Vancouver Island North Woodlands
Advisory Group (VINWAG)*

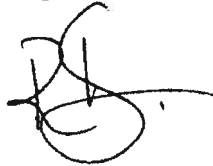
*Councillor Pat Corbett-Labatt
Councillor Rick Marcotte
Councillor Pat Corbett-Labatt
Councillor Rick Marcotte
Councillor John Tidbury*

Respectfully submitted,



Jeff Long
Director of Corporate &
Development Services

I agree with the recommendation.



Rick Davidge
Chief Administrative Officer