



DISTRICT OF PORT HARDY

AGENDA

REGULAR COUNCIL MEETING

7:00 PM, TUESDAY, MARCH 10, 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 and Development Services
Allison McCarrick, Director of Financial Services
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY, MARCH 10, 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	
1-6	1. The minutes of the Regular Council meeting held February 24 2015.	
	Motion required	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	No delegations.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
7-8	1. Council Action items. For information.	
	F. CORRESPONDENCE	
9	1. Brad Woodside, President, FCM – Mayor of Fredericton (Feb.25/15) re: Invitation to participate in 2015 Membership survey. For information.	
	G. NEW BUSINESS	
	None in agenda package.	
	H. COUNCIL REPORTS	
	1. Verbal reports from Council members.	
	I. COMMITTEE REPORTS	
10-13	1. Draft minutes of the First Nations Relations Committee meeting held February 24, 2015. For information.	
	J. STAFF REPORTS	
14-15	1. Accounts Payable, February 2015. For information.	
16	2. A. McCarrick, Director of Financial Services (Mar.5/15) re: Climate Action Reports. For information.	
17-20	a. Climate Action Revenue Incentive Program (CARIP) Public Reporting- Carbon Neutral Progress Survey 2014.	
21-31	b. Climate Action Revenue Incentive Program (CARIP) Public Reporting- Climate Actions Survey 2014.	
32-35	c. District of Port Hardy / Regional District of Mount Waddington GHG Emissions Reduction Sharing Agreement.	

- 36-45 3. A. McCarrick, Director of Financial Services (Mar.4/15) District of North Saanich – Nav Canada Assessment Appeal.

Motion / direction

1.

2.

K. CURRENT BYLAWS AND RESOLUTIONS

None

L. PENDING BYLAWS

1. District of Port Hardy Bylaw 1037-2015 A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street. (April 28, 2014 Council Agenda item, for adoption).

M. INFORMATION AND ANNOUNCEMENTS

March 17 Committee: Parks & Recreation Review Committee, 3:00pm, Council Chambers
March 19 Committee: Operational Services, 4:00pm, Council Chambers
March 23 Land Development Workshop put on by Ministry of Jobs, Tourism and Skills Training, 8:30am, Council Chambers
March 24 Regular Council Meeting, 7:00pm, Council Chambers
March 25 Council: Community to Community Forum, 9:00am-1:00pm, Quatse Stewardship Centre

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 COUNCIL MEETING
FEBRUARY 24, 2015
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate and Development Services
Leslie Driemel, Recording Secretary

MEDIA: N.I. Gazette **MEMBERS OF THE PUBLIC:** 1

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Mayor Bood advised Council of an addendum to the agenda under I.COMMITTEE REPORTS, Addition of item #2: Draft minutes of the Operational Services Committee meeting held February 19, 2014. For information and Committee recommendations to Council:

- a. *"The Operational Services Committee recommends to Council that the proposed BC Timber Sale block PHhd977 proceed."*
- b. *"The Operational Services Committee recommends to Council that the District of Port Hardy recognize and support National Public Works Week May 17-23, 2015 in Port Hardy."*

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

C. ADOPTION OF MINUTES

1. The minutes of the Special Council meeting held February 10, 2015.

Moved/Seconded/Carried
THAT the minutes of the Special Council meeting held February 10, 2015 be approved as presented.

2. The minutes of the Regular Council meeting held February 10, 2015.

Moved/Seconded/Carried
THAT the minutes of the Regular Council meeting held February 10, 2015 be approved as presented.

3. The minutes of the Committee of the Whole meeting held February 19, 2015.

2015-027
APPROVE
AGENDA AS
AMENDED

2015-028
SPECIAL
COUNCIL
MEETING
MINUTES FEB 10
/15 APPROVED

2015-029
REGULAR
MEETING
MINUTES FEB
10/15 APPROVED

2015-030
COMMITTEE OF
THE WHOLE
MEETING
MINUTES FEB
19/15 APPROVED

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held February 19, 2015 be approved as presented.

D. DELEGATIONS

No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

1. Council action items were received for information.

F. CORRESPONDENCE

1. Kate Pinsonneault, Executive Director, North Island Early Child Development Society (Feb 1/15) re: request for conference sponsorship.

Council Policy CP2.7 Grants in Aid / Fee for Service was received for information.

Mayor Bood advised Council that the North Island Early Child Development Society had requested Council funding for a workshop in 2014 and that the request was not approved. At that time the Society was advised by A. McCarrick, Director of Financial Services of Policy CP2.7 Grants in Aid / Fee for Service and the September 30 deadline for the upcoming year. Council was advised of the \$1,000 grant recently approved for Port Hardy Minor Hockey and that there was \$1,000 remaining in the grant allocation budget for 2015.

Councillor Pat Corbett-Labatt commented that the letter advised there were five years of previous workshops and suggested contacting the Society to ask if there were extenuating circumstances as to why they did not follow the policy information provided to them in 2014 by the Director of Financial Services.

Mayor Bood advised Council has the choice to approve the request, not approve the request or to table it to another Council meeting.

Councillor Dugas commented that if the North Island Early Child Development Society workshops are a yearly event that they should apply ahead of time

Councillor Hemphill commented that a silver sponsorship with a value of \$250 might be appropriate with a letter advising that proper Grant in Aid policy process is to be followed for any future consideration.

Councillor Robertson commented that if Council tabled the request until the Society advised why they did not follow the policy provided to them Council could put itself in the position of determining if the reason given is good enough.

Councillor Tidbury advised he would be voting against approving sponsorship funding as there is a Grant in Aid policy in place and that the Society had been informed of the process.

2015-031
N.I. EARLY CHILD
DEVEL SOCIETY
REQUEST FOR
SPONSORSHIP

Moved/Seconded/DEFEATED

THAT Council approve a silver level sponsorship of \$250 for North Island Early Child Development Society workshop being held May 15-16, 2015 AND THAT a letter be sent advising that proper CP2.7 Grant in Aid policy process is to be followed for any future funding consideration.

2015-032
ADVISE N.I.
EARLY CHILD
DEVEL SOCIETY
REQUEST FOR
SPONSORSHIP
DENIED

Moved/Seconded/Carried Unanimously

THAT North Island Early Child Development Society be advised that their request for sponsorship has not been approved and proper CP2.7 Grant in Aid policy process is to be followed for any future funding consideration.

2. Jack Davidson, President, B.C. Road Builders & Heavy Construction Association (Feb 3/15) re: Congratulations on election was received for information.
3. Copy of letter to Joe Natale, President & CEO, Telus from Claire Trevena, MLA (North Island) (Feb 3/15) re: internet connectivity cell coverage and pager service was received for information.

Councillor Pat Corbett-Labatt asked if any further information has been received regarding Telus internet connectivity in Port Hardy.

Rick Davidge, Chief Administrative Officer advised that no other information has been received since the last email was circulated. He commented that it is expected Telus will be providing information to local north island governments in the near future.

G. NEW BUSINESS

No new business.

H. COUNCIL REPORTS

Councillors Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, Rick Marcotte, Fred Robertson and John Tidbury reported on their recent meetings and other activities they attended and/or undertook.

I. COMMITTEE REPORTS

1. Draft minutes of the Parks & Recreation Review Committee meeting held February 17, 2015.
Recommendations to Council:
 - a. *"The Parks and Recreation Review Committee recommends to Council that early budget approval of up to \$20,000 be allotted for Beaver Harbour Park outfield upgrades."*

Councillor Dugas requested information on the \$20,000 budget amount.

Councillor Robertson advised that a contractor doing work on the Port McNeill ball fields reviewed the Port Hardy ball fields and estimated a 'ball park' figure of \$20,000 would be a starting point for the required ball field upgrades. Councillor Robertson further advised that spending \$20,000 for upgrades would be for short term improvements and that a long term strategy and budget for ball field improvements would need to be developed. Council was advised that ball field upgrades are a \$30,000 budget item for 2015.

COUNCIL
REPORTS

2015-033
EARLY BUDGET
APPROVAL FOR
BEAVER
HARBOUR PARK
OUTFIELD
UPGRADES

Moved/Seconded/Carried

THAT Council give early budget approval of up to \$20,000 for Beaver Harbour Park outfield upgrades.

- b. *“The Parks and Recreation Review Committee recommends to Council that the Beaver Harbour Park ball diamond #3 lights be assessed AND THAT if unsafe they be removed AND THAT a cost estimate to replace ball diamond #3 lights be prepared.”*

Councillor Tidbury advised that the recommendation should read: *Beaver Harbour Park ball diamond #1 lights be assessed AND THAT if unsafe they be removed AND THAT a cost estimate to replace ball diamond #1 lights be prepared*

2015-034
BEAVER
HARBOUR PARK
BALL DIAMOND #1
LIGHTS

Moved/Seconded/

THAT the Beaver Harbour Park ball diamond #1 lights be assessed AND THAT if unsafe they be removed AND THAT a cost estimate to replace ball diamond #1 lights be prepared.

Councillor Hemphill commented on the wording of the motion and suggested the lights and poles be assessed prior to taking further action.

2015-035
AMEND MOTION
2015-031

Moved/Seconded/Carried

THAT the motion be amended to read: THAT Beaver Harbour Park ball diamond #1 lights be assessed and a report brought back for Council consideration.

2015-036
BEAVER
HARBOUR PARK
BALL DIAMOND #1
LIGHTS BE
ASSESSED

Moved/Seconded/Carried

THAT Beaver Harbour Park ball diamond #1 lights be assessed and a report brought back for Council consideration

Addendum:

2. Draft minutes of the Operational Services Committee meeting held February 19, 2015. For information.

Recommendations to Council:

- a. *“The Operational Services Committee recommends to Council that the proposed BC Timber Sale block PHhd977 proceed.”*

Councillor Tidbury, through a media presentation, advised that the size of the BC Timber Sale block PHhd977 has been reduced.

Council discussed the area to be cut, possible impact on the watershed and the BC Timber sales work plan for BC Timber Sale block PHhd977.

Councillor Tidbury advised the work plan is a mirror image of the watershed plan.

2015-037
APPROVED
PROPOSED BC
TIMBER SALE
BLOCK PHHD977

Moved/Seconded/Carried

THAT Council approve the Ministry of Forests, BC Timber Sales proposed sale of block PHhd977.

- b. *“The Operational Services Committee recommends to Council that the District of Port Hardy recognize and support National Public Works Week May 17-23, 2015 in Port Hardy.”*

Councillor Rick Marcotte commented that the Public Works Department is an important part of the town's operations and budget. He suggested that an open house at the Public Works yard at 4 hours of the water treatment plant be organized

during Public Works Week.

Pat Corbett-Labatt commented that she agrees with Councillor Marcotte regarding holding events during Public Works Week and that organizing events would be better than just issuing a proclamation.

Councillor Tidbury commented that once a proclamation is issued staff can work to organize events during Public Works Week.

Moved/Seconded/Carried

THAT the District of Port Hardy recognize and support *National Public Works Week May 17-23, 2015* in Port Hardy and issue a proclamation for the same.

Council directed staff to organize events for Public Works Week May 17-23, 2015 in Port Hardy

2015-038
PROCLAIM MAY
17-23, 2015
NATIONAL
PUBLIC WORKS
WEEK IN PORT
HARDY

J. STAFF REPORTS

1. None

K. CURRENT BYLAWS AND RESOLUTIONS

1. District of Port Hardy Bylaw 1038-2015, A Bylaw to Amend District of Port Hardy Emergency Program Bylaw 17-2007. For Adoption.

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1038-2015, A Bylaw to Amend District of Port Hardy Emergency Program Bylaw 17-2007 be adopted.

2. District of Port Hardy Bylaw 1037-2015 A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street. For First, Second and Third Readings.

2015-039
BL 1038-2015, TO
AMEND DISTRICT
OF PORT HARDY
EMERGENCY
PROGRAM
BYLAW 17-2007
ADOPTED

Mayor Bood advised the renaming of the Portion of Thunderbird Way South of Granville Street was to honour Mayor Bev Parnham and recognize her work in the community.

Councillor Robertson commented that the new name was not readily apparent. Councillor Pat Corbett-Labatt advised that in the body of the bylaw the new name is designated "Beverley Parnham Way".

Jeff Long, Director of Corporate and Development Services advised that once three readings to the bylaw are approved a letter will be sent to notify the property owners and give them the date for the bylaw adoption and address change information.

2015-040
BYL1037-2015
RENAME THE
PORTION OF
THUNDERBIRD
WAY SOUTH OF
GRANVILLE ST.
1st, 2nd & 3rd
READING

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1037-2015 A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street receive First, Second and Third Readings.

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

2015-041
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 7:50pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

MAYOR

**REGULAR COUNCIL MEETING
FEBRUARY 24, 2015**

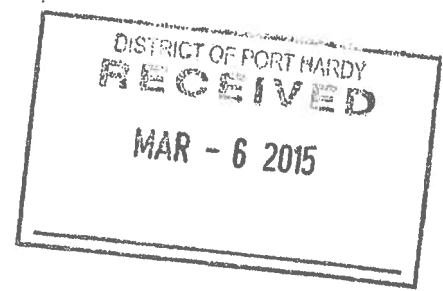
ITEM	ACTION	WHO	STATUS /COMMENTS
<p>CORRESPONDENCE 1. K. Pinsonneault, Executive Director, North Island Early Child Development Society (Feb 11/15) re: request for conference sponsorship.</p>	<p>Moved/Seconded/Carried THAT the North Island Early Child Development Society's request for conference sponsorship for 2015 be denied AND FURTHER THAT a letter is sent to the Society to this effect along with a copy of Policy CP2.7 and a reminder to apply for a grant-in-aid in accordance with the established process for any future funding considerations.</p>	<p>AM</p>	<p>Done</p>
<p>COMMITTEE REPORTS Draft minutes of the Parks & Recreation Review Committee meeting held Feb. 17/15. Recommendations to Council: a. "The Parks and Recreation Review Committee recommends to Council that early budget approval of up to \$20,000 be allotted for Beaver Harbour Park outfield upgrades." b. "The Parks and Recreation Review Committee recommends to Council that the Beaver Harbour Park ball diamond #3 lights be assessed AND THAT if unsafe they be removed AND THAT a cost estimate to replace ball diamond #3 lights be prepared."</p>	<p>Advise North Island Early Child Development Society that its request for sponsorship denied, provide Policy CP2.7 along with reminder to apply for a grant-in-aid in accordance with the established process for any future funding considerations.</p>	<p>AM</p>	<p>Done</p>
<p>ADDENDUM 2. Draft minutes of the Operational Services Committee meeting held Feb 19/15.</p>	<p>Moved/Seconded/Carried THAT Council provides early budget approval of up to \$20,000 for Beaver Harbour Park outfield upgrades.</p>	<p>RD/SM</p>	<p>In progress, quotes being obtained.</p>
<p>Recommendations to Council: a. "The Operational Services Committee recommends to Council that the proposed BC Timber Sale block PHhd977 proceed."</p>	<p>Moved/Seconded/Carried THAT Beaver Harbour Park ball diamond #1 be assessed and a report brought back for Council its consideration. Assess lights at Beaver Harbour Park ball diamond #1 and report back to Council. Was received for information.</p>	<p>RD/SM</p>	<p>In progress</p>
<p>Recommendations to Council: a. "The Operational Services Committee recommends to Council that the proposed BC Timber Sale block PHhd977 proceed."</p>	<p>Moved/Seconded/Carried THAT Council approves the Ministry of Forests, BC Timber Sales proposed sale of block PHhd977. Advise BC Timbers sales.</p>	<p>RD</p>	<p>Advised</p>

<p>b. "The Operational Services Committee recommends to Council that the District of Port Hardy recognize and support National Public Works Week May 17-23, 2015 in Port Hardy."</p>	<p>Moved/Seconded/Carried THAT the District of Port Hardy proclaims it to be Public Works Week in Port Hardy from May 17-23, 2015. Council directed staff to organize events (e.g. tour of water plant) for Public Works Week (May 17-23, 2015). Issue proclamation for Mayor's signature and post to website and notice board. Staff to organize events.</p>	<p>LD RD/SM</p>	<p>Done Underway</p>
<p>BYLAWS 1. District of Port Hardy Bylaw 1038-2015, A Bylaw to Amend District of Port Hardy Emergency Program Bylaw 17-2007. For Adoption 2. District of Port Hardy Bylaw 1037-2015 A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street. For First, Second and Third Readings</p>	<p>Moved/Seconded/Carried THAT District of Port Hardy Bylaw 1038-2015, A Bylaw to Amend District of Port Hardy Emergency Program Bylaw 17-2007 be adopted. Consolidate Bylaw 17-2007 and distribute / post as required. Advise Emergency Coordinator and Emergency Planning Committee. Moved/Seconded/Carried THAT District of Port Hardy Bylaw 1037-2015, A Bylaw to Rename the Portion of Thunderbird Way South of Granville Street, receives first, second and third readings. Bring to April 28th Council mtg. Send letters to property owners to advise of the pending street name change and advance warning of civic address changes that would take effect upon adoption of the Bylaw.</p>	<p>LD JL LD JL</p>	<p>Done Done Done In progress</p>
<p align="center">REGULAR COUNCIL MEETING JANUARY 26, 2015</p>			
<p>Committee Reports 1. Operational Services Committee – Jan.22/15 b. THAT the Operational Services Committee requests that staff and the Harbour Manager work with this charter group to come up with an agreement that can be brought back to Council for discussion.</p>	<p>Moved/Seconded/Carried THAT staff and the Harbour Manager work with the charter group to develop an agreement that can be brought back to Council for discussion.</p>	<p>RD</p>	<p>In progress</p>



FEDERATION OF CANADIAN MUNICIPALITIES
FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

24 The Clarence Street, Ottawa, Ontario K1N 5P3
T 613-907-1273 F 613-244-5500



February 25, 2015

His Worship Mayor Hank Bood
District of Port Hardy
P.O. Box 68
7360 Columbia Street
Port Hardy, BC V0N 2P0

Dear Mayor Bood,

As a member of FCM, your opinion of the work we do is of utmost importance to our organization – and key to ensuring that we can continue to enhance our value to your municipality. In early March, you will receive an email titled “FCM Membership Survey 2015: Your Opinion Matters!” It is your invitation to participate in our 2015 Membership Survey, which will give us insight to respond to the evolving needs of municipalities and elected officials.

We encourage you to complete the survey, as we need to hear from you on what we are doing well, what we can improve upon and what your top priorities are in the coming year. As an incentive to complete the survey, we are offering a complimentary registration to our Annual Conference and Trade Show, which takes place in Edmonton from June 5 – 8, 2015.

In the coming year, FCM’s advocacy work will be focused on the upcoming federal election – ensuring that political parties recognize the role of cities and communities in a strong Canada. We will continue working with the federal government on key policy files, including trade, broadband access and rail safety, among others. We will continue to provide resources to municipalities to assist you in achieving your sustainability goals, and to promote economic growth. Recognizing that our sector is rich with experience and knowledge, FCM will continue to partner with municipalities to share knowledge on the international stage.

We thank you for your continued membership in FCM, and for your active support of the important advocacy work that we do, on behalf of 90 per cent of the municipal population of Canada.

We look forward to receiving your feedback on how we’re doing, through our 2015 Membership Survey, and do hope that you will join us in Edmonton in early June.

Sincerely,

Sincerely,

Brad Woodside
President, FCM
Mayor of Fredericton



**MINUTES OF THE DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE
FEBRUARY 24, 2015
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

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

MEDIA: None **MEMBERS OF THE PUBLIC:** 2

DRAFT

A. CALL TO ORDER

Chair Jessie Hemphill called the meeting to order at 3:30pm

Chair Hemphill opened the meeting with the following statement: "I would like to acknowledge that we are on the unceded traditional territory of the Kwakiutl people."

The following handouts were distributed:

- Terms of Reference for the Community Consultative Committee
- The Alert Bay Accord
- Memorandum of Understanding between the Province of BC, UBCM and Local Governments - Participation in the New Relationship with First Nations
- The North Island Regional Protocol Agreement (Mount Waddington Region)

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Chair Hemphill advised of addenda to the agenda under G. NEW BUSINESS:
Item 2 Councillor Pat-Corbett Labatt report of meeting with Merv Child regarding signage for Beaver Harbour Park.

Item 3 Councillor Robertson re: recreation facilities at Beaver Harbour Park.

Item 4 Review of meeting handouts.

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

C. ADOPTION OF MINUTES

1. Minutes of the meeting held January 26, 2015.

Moved/Seconded/Carried
THAT the minutes of the First Nations Relations Committee meeting held January 26, 2015 be approved as presented.

D. DELEGATIONS

Chair Hemphill thanked Eddy Lagrosse and Colleen Hemphill for coming as delegates to the meeting.

FNRC 2015-003
AGENDA APPROVED
AS AMENDED

FNRC 2015-004
MINUTES OF MEETING
HELD JAN 26/15
APPROVED

DRAFT

1. Eddy Lagrosse re: Dry New Year's party

Mr. Lagrosse distributed a handout outlining plans for a dry New Year's Eve party where families can come and have fun. It would be a no drug or alcohol event and could include, food, music, karaoke, dancing, music and activities for children.

DELEGATION:
E. LAGROSSE RE: DRY
NEW YEARS PARTY

Mr. Lagrosse commented that in the past there was no organized events for Canada Day and that he, Donna Gault and Joe Pashak, (past councillors for the District of Port Hardy), got involved and planned Canada Day events that carry on today. He further commented that participation by the District of Port Hardy, local First Nations, Port Hardy Secondary School and service groups could help make the dry New Year's Party event a success. Fundraising could be done at upcoming local community events such as Filomi Days. Volunteers are needed to support and organize the event. Mr. Lagrosse commented that he would like to be able to use the Civic Center for the event.

The Committee members discussed the proposed event and agreed that while such an event is out of the Committee's purview it would be good for the community and that they support it in principle. It was suggested to Mr. Lagrosse that he put together budget estimate and present it to local First Nation councils and service clubs for their input and support. Mr. Lagrosse was also advised of the September 30th deadline for Grant in Aid applications to the District of Port Hardy.

2. Colleen Hemphill, Treaty Negotiator re: UBCM Regional Community to Community Forum Program

Mrs. Hemphill advised the Committee that the December 2014 application for funding a community to community forum (C2C) has been approved by the UBCM Regional Community to Community Forum Program. The C2C will include a cultural orientation session for the new Port Hardy Mayor and councillors, involve three First Nations (Kwakiutl, Quatsino and Gwa'sala-'Nakwaxda'xw Nations) and include a historical overview from Janet Hanuse of the Sacred Wolf Friendship Centre and elders from Kwakiutl, Quatsino and Gwa'sala-'Nakwaxda'xw Nations. A one hour film "How A People Live" will also be shown.

DELEGATION:
COLLEEN HEMPHILL,
TREATY NEGOTIATOR
RE: UBCM REGIONAL
COMMUNITY TO
COMMUNITY FORUM
PROGRAM

The Committee was advised there was funding \$3,250 from UBCM and \$3,250 in kind from Gwa'sala-'Nakwaxda'xw First Nation. Mrs. Hemphill and the Committee reviewed the proposed budget for the event.

Possible locations and dates for the event were reviewed and it was requested that L. Driemel, recording secretary, check if 9:00am to 1:00 pm on March 25, 2015 is available at the Quatse Stewardship Center. Budget discussion included providing lunch at an estimated minimum cost of \$15 per person, a coffee/nutrition break and honorariums for facilitator Janet Hanuse and participating First Nation elders.

Jeff Long, Director of Corporate and Development Services offered the District's services with logistics for coffee/nutrition break and lunch.

E. CORRESPONDENCE

None

DRAFT

DRAFT TERMS OF
REFERENCE

F. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Draft Terms of Reference.

Chair Hemphill advised that words to be considered for inclusion in the Terms of Reference had been discussed at the January 26, 2015 meeting and are recorded in the minutes of that meeting.

Jeff Long, Director of Corporate and Development Services advised the Terms of Reference for the Community Consultative Committee hand out were devised for a District committee that is comprised primarily of community members and that the First Nations Relations Committee is Standing Committee of Council and would subsequently have a more specific focus for the Terms of Reference.

Councillor Hemphill advised that First Nation representatives are welcome on the committee and that the First Nations Relations Committee should be inclusive.

Chair Hemphill requested Jeff Long, Director of Corporate and Development Services work with her to provide a draft First Nations Relations Committee Terms of Reference for the next meeting.

G. NEW BUSINESS

DRAFT

1. Draft letter of invitation

The Committee reviewed and made changes to the draft letter of invitation that was presented for review. Chair Hemphill will;

- revise the draft as per the suggestions put forth by the Committee
- include an invitation to the C2C event
- circulate the second draft to the Committee.

A second letter of invitation will be sent to the C2C facilitator Janet Hanuse and participating First Nation elders.

Chair Hemphill advised that she and Mayor Bood will deliver the letter of invitation when it is completed.

Addendum:

2. Councillor Pat-Corbett Labatt report of meeting with Merv Child regarding signage for Beaver Harbour Park

Councillor Pat-Corbett Labatt reported on discussions with Merv and Tom Child regarding new signage for Beaver Harbour Park that would have wording in English and Kwakiutl languages. Councillor Corbett-Labatt advised she has looked at the current sign and that it is in need of upgrading.

Chair Hemphill advised there has been no prior discussion of the project at Council. Councillor Corbett-Labatt will bring forward a report to Council regarding the sign.

3. Councillor Robertson re: recreation facilities at Beaver Harbour Park

Councillor Fred Robertson advised the Parks and Recreation Review Committee have been looking at the work needed to be done at the ball fields at Beaver

Harbour Park. He has talked to Dave Deans regarding ways to address the short and long term needs of the fields. It was suggested Dave Deans talk to Ross Hunt Sr. at the Kwakiutl Band and ask permission to talk to the local First Nations about putting funds toward improvements.

Councillor Robertson advised it would be good to talk about all the recreation facilities and environmental issues at Beaver Harbour Park and Storey's Beach such as the butterfly ecosystem and heron rookery.

4. Review of meeting handouts.

- Terms of Reference for the Community Consultative Committee
- The Alert Bay Accord
- Memorandum of Understanding between the Province of BC, UBCM and Local Government Participation in the New Relationship with First Nations
- The North Island Regional Protocol Agreement (Mount Waddington Region)

Chair Hemphill requested that, due to meeting time constraints, the Committee members review the handouts for discussion at the next meeting.

Councillor Dugas circulated a copy of the Agreements Between Town of Ladysmith and Stz'uminus First Nation and Chair Hemphill requested Jeff Long find an online access or pdf the document for circulation to the Committee members.

H. ROUNDTABLE DISCUSSION

No round table discussion was held.

I. NEXT MEETING DATE: to be determined

J. ADJOURNMENT

Moved
THAT we adjourn

Time: 4:35pm

DRAFT

FNRC 2015-005
ADJOURNMENT

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
005314	05/02/2015	02904	ACS - Armbrust Computer	195.00	
005315	05/02/2015	00829	ANA'S HARDY CLEAN	2,560.95	
005316	05/02/2015	00046	ANDREW SHERET LTD.	550.72	
005317	05/02/2015	01836	ARIES SECURITY LTD.	3,859.80	
005318	05/02/2015	00047	B.C. HYDRO	39,950.21	
005319	05/02/2015	02989	Bleaney, Cassie	92.91	
005320	05/02/2015	02678	British Columbia Funeral	147.00	
005321	05/02/2015	02468	Canwest Propane	54.08	
005322	05/02/2015	00281	CHEVRON CANADA LTD.	1,040.61	
005323	05/02/2015	01433	COMOX PACIFIC EXPRESS LT	155.40	
005324	05/02/2015	02730	CUPE Local 401	923.14	
005325	05/02/2015	02188	D.T. BLASTING LTD.	1,727.25	
005326	05/02/2015	00218	DB PERKS AND ASSOCIATES	84.00	
005327	05/02/2015	02181	DELLO, KERRY	106.40	
005328	05/02/2015	01982	DIGITAL POSTAGE ON CALL	1,575.00	
005329	05/02/2015	01476	DOR-TEC SECURITY LTD.	505.80	
005330	05/02/2015	02140	DOUG LLOYD CONTRACTING	80.85	
005331	05/02/2015	01860	GREYHOUND COURIER EXPRES	47.49	
005332	05/02/2015	02245	Gunson, Lionel	272.71	
005333	05/02/2015	00235	HARDY BAY MACHINE WORKS	78.94	
005334	05/02/2015	00063	HOME HARDWARE BUILDING C	78.13	
005335	05/02/2015	00194	INT'L UNION OPERATING EN	978.42	
005336	05/02/2015	00065	K & K ELECTRIC LTD.	10,659.41	
005337	05/02/2015	00253	Keta Cable	133.20	
005338	05/02/2015	00147	LGMA	140.00	
005339	05/02/2015	00069	MACANDALE'S	40.32	
005340	05/02/2015	02489	Marcotte, Rick	39.77	
005341	05/02/2015	01777	MCCARRICK,ALLISON	35.00	
005342	05/02/2015	00328	MERCER, SEAN	35.00	
005343	05/02/2015	00014	MINISTER OF FINANCE	3,197.00	
005344	05/02/2015	00585	Minister of Finance	466.45	
005345	05/02/2015	00304	MONK OFFICE	197.62	
005346	05/02/2015	00033	NAPA AUTO PARTS/PORT HAR	411.85	
005347	05/02/2015	01014	NICKERSON, SCHELL	35.00	
005348	05/02/2015	01559	NORTH ISLAND LABORATORIE	89.25	
005349	05/02/2015	00075	O.K. TIRE STORE (PORT HA	898.91	
005350	05/02/2015	02071	PACIFICUS BIOLOGICAL SER	14,038.38	
005351	05/02/2015	00203	Port Hardy & Dist. Chamb	13,397.75	
005352	05/02/2015	00363	PORT HARDY BULLDOZING LT	6,876.98	
005353	05/02/2015	00406	PORT HARDY FIREFIGHTERS	4,296.25	
005354	05/02/2015	00264	PORT HARDY HERITAGE SOCI	11,443.25	
005355	05/02/2015	00769	Praxair Distribution	865.20	
005356	05/02/2015	00080	PUROLATOR INC.	379.53	
005357	05/02/2015	00107	RECEIVER GENERAL FOR CAN	21,575.43	
005358	05/02/2015	01523	RECEIVER GENERAL FOR CAN	617.89	
005359	05/02/2015	00187	REGIONAL DISTRICT OF MT	2,100.94	
005360	05/02/2015	01990	ROAD RANGER FREIGHT/0702	39.91	
005361	05/02/2015	02996	SmithCameron Process Sol	2,134.89	
005362	05/02/2015	00088	Swiftsure Petroleum Dist	43.21	
005363	05/02/2015	00150	THE SOURCE	89.59	
005364	05/02/2015	03061	Tri-Port Minor Hockey As	1,000.00	
005365	05/02/2015	00201	Vancouver Island Regiona	36,452.00	
005366	12/02/2015	00044	ACKLANDS - GRAINGER INC.	127.39	
005367	12/02/2015	02514	AlSCO	233.91	
005368	12/02/2015	00046	ANDREW SHERET LTD.	60.04	
005369	12/02/2015	01816	BC SALMON FARMERS ASSOCI	420.00	
005370	12/02/2015	00073	BLACK PRESS GROUP LTD.	660.55	
005371	12/02/2015	02989	Bleaney, Cassie	112.00	
005372	12/02/2015	02468	Canwest Propane	33.09	
005373	12/02/2015	00054	DAVE LANDON MOTORS LTD.	2,998.24	
005374	12/02/2015	00020	E.J. KLASSEN MOTORCADE L	112.90	
005375	12/02/2015	00099	FOX'S DISPOSAL SERVICES	171.72	
005376	12/02/2015	03038	Gary Moser Consulting In	7,892.19	
005377	12/02/2015	01860	GREYHOUND COURIER EXPRES	76.77	
005378	12/02/2015	02960	Hach Sales & Service Can	2,186.24	
005379	12/02/2015	00273	JM'S MOBILE WELDING INC	15.23	
005380	12/02/2015	00065	K & K ELECTRIC LTD.	3,097.50	
005381	12/02/2015	02489	Marcotte, Rick	45.00	
005382	12/02/2015	00033	NAPA AUTO PARTS/PORT HAR	556.71	
005383	12/02/2015	01645	NORTH ISLAND COMMUNICATI	305.13	
005384	12/02/2015	02749	Orach Enterprises Ltd.	2,919.00	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
005385	12/02/2015	02071	PACIFICUS BIOLOGICAL SER	689.06	
005386	12/02/2015	00080	PUROLATOR INC.	35.26	
005387	12/02/2015	00107	RECEIVER GENERAL FOR CAN	23,996.65	
005388	12/02/2015	02806	Rick Gentry	876.75	
005389	12/02/2015	00011	Tidbury, John	39.77	
005390	12/02/2015	02850	VWR International Co.	3,358.59	
005391	12/02/2015	00164	Xerox Canada Ltd.	641.73	
005392	19/02/2015	00281	CHEVRON CANADA LTD.	2,003.62	
005393	19/02/2015	01998	COASTAL WEAR PRODUCTS	353.37	
005394	19/02/2015	02898	Columbia Institute	390.00	
005395	19/02/2015	01433	COMOX PACIFIC EXPRESS LT	81.55	
005396	19/02/2015	00054	DAVE LANDON MOTORS LTD.	474.95	
005397	19/02/2015	00218	DB PERKS AND ASSOCIATES	383.20	
005398	19/02/2015	00099	FOX'S DISPOSAL SERVICES	12,907.29	
005399	19/02/2015	03065	Hall, David	4,599.12	
005400	19/02/2015	00052	HARDY BUILDERS' SUPPLY	194.42	Yes
005401	19/02/2015	02208	Hawkins, Bob	388.19	
005402	19/02/2015	02230	Janke Services and Mini	4,520.25	
005403	19/02/2015	00065	K & K ELECTRIC LTD.	3,516.97	
005404	19/02/2015	00428	LAND TITLE AND SURVEY AU	11.63	
005405	19/02/2015	03067	Lyon, Sharon	47.35	
005406	19/02/2015	03059	Maxxam Analytics	486.68	
005407	19/02/2015	00304	MONK OFFICE	300.66	
005408	19/02/2015	00187	REGIONAL DISTRICT OF MT	5,120.52	
005409	19/02/2015	02681	Ripple Rock Restorations	2,871.26	
005410	19/02/2015	01990	ROAD RANGER FREIGHT/0702	28.24	
005411	19/02/2015	02996	SmithCameron Process Sol	889.28	
005412	19/02/2015	00113	STRYKER ELECTRONICS LTD.	3,792.59	
005413	19/02/2015	01773	UNIVAR CANADA LTD.	4,996.21	
005414	19/02/2015	02850	VWR International Co.	272.06	
005415	19/02/2015	02272	WAJAX EQUIPMENT	629.12	
005416	26/02/2015	00437	ACME SUPPLIES LTD.	509.62	
005417	26/02/2015	02514	AlSCO	116.95	
005418	26/02/2015	01615	BOOD, HANK	226.01	
005419	26/02/2015	02468	Canwest Propane	16.71	
005420	26/02/2015	01433	COMOX PACIFIC EXPRESS LT	40.38	
005421	26/02/2015	02730	CUPE Local 401	665.16	
005422	26/02/2015	00098	DUNCAN ELECTRIC MOTOR LT	1,200.02	
005423	26/02/2015	00233	FINNING (CANADA)	792.70	
005424	26/02/2015	00099	FOX'S DISPOSAL SERVICES	624.15	
005425	26/02/2015	01860	GREYHOUND COURIER EXPRES	65.42	
005426	26/02/2015	00052	HARDY BUILDERS' SUPPLY	194.42	
005427	26/02/2015	02208	Hawkins, Bob	134.75	
005428	26/02/2015	00063	HOME HARDWARE BUILDING C	167.41	
005429	26/02/2015	00194	INT'L UNION OPERATING EN	984.76	
005430	26/02/2015	00065	K & K ELECTRIC LTD.	540.59	
005431	26/02/2015	00069	MACANDALE'S	1,195.49	
005432	26/02/2015	02489	Marcotte, Rick	510.66	
005433	26/02/2015	00638	MINISTER OF FINANCE	2,007.60	
005434	26/02/2015	00304	MONK OFFICE	382.72	
005435	26/02/2015	00827	Municipal World Inc.	51.97	
005436	26/02/2015	01419	MURDY & MCALLISTER	622.77	
005437	26/02/2015	00033	NAPA AUTO PARTS/PORT HAR	131.58	
005438	26/02/2015	00148	NORTH ISLAND LOCKS	728.21	
005439	26/02/2015	00027	NORTH ISLAND VETERINARY	18.11	
005440	26/02/2015	00013	PACIFIC BLUE CROSS	8,574.66	
005441	26/02/2015	03066	Raylec Power LP	1,067.69	
005442	26/02/2015	00107	RECEIVER GENERAL FOR CAN	21,663.00	
005443	26/02/2015	00710	Receiver General for Can	2,186.00	
005444	26/02/2015	00088	Swiftsure Petroleum Dist	35.00	
005445	26/02/2015	00160	TELUS	4,659.70	
005446	26/02/2015	00011	Tidbury, John	196.50	
005447	26/02/2015	02850	VWR International Co.	145.61	
Total:				337,976.64	

*** End of Report ***



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: March 5, 2015

Climate Action Revenue Incentive Public Report 2014 (CARIP)

TO: Mayor and Councillors

FROM: Allison McCarrick, Director of Finance

RE: To report the 2014 carbon emissions and progress towards carbon neutrality.

Attached is the Climate Action Revenue Incentive Public (CARIP) Report 2014 for the District of Port Hardy.

Executive summary:

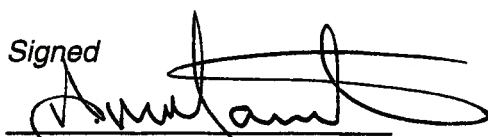
District of Port Hardy	Tonnes CO2e
Emissions from services delivered directly by the District of Port Hardy	296.19
Emissions from contracted services (Curling club, library & museum)	11.62
Emissions from contracted services (Solid waste collection)	85.17
Total emissions for the District of Port Hardy in 2014	392.98
Green house gas reduction projects - MWRD Bio-cover Methane Emissions Reductions Project 2014	217.20
Balance of emissions for the District of Port Hardy 2014	175.78
Valued at \$ 25.00/tonne CO2e	\$4,394.50
Contribution to the District of Port Hardy Climate Action Carbon Neutral Fund	\$4,394.50

The District of Port Hardy has adopted a Climate Action Carbon Neutral Fund Policy. The District will make a contribution to this fund that equals the value of the offsets required for the District to be Carbon Neutral in the reporting year. This fund will be used for projects within the community and will only be used for green initiatives.

The District is a large contributor to the Regional District of Mount Waddington's Bio-cover Methane Emissions Reductions Project which will provide the District of Port Hardy with further offsets in future years.

Respectfully submitted,

Signed



Allison McCarrick
Director of Finance

Climate Action Revenue Incentive Program (CARIP) Public Reporting - Carbon Neutral Progress Survey 2014

MEASURING CORPORATE GHG EMISSIONS

Q1. Did you measure your local government's corporate GHG emissions in 2014?

Yes

Reporting Emissions

Q2. What were your local government's 2014 corporate GHG emissions from services delivered directly by your local government?

(in tonnes of carbon dioxide-equivalent, tCO₂e)

296.19

Q3. What were your local government's 2014 corporate GHG emissions from contracted services?

(in tonnes of carbon dioxide-equivalent, tCO₂e)

96.79

Total Corporate GHG Emissions for 2014 = 392.98 tCO₂e

Reporting Reductions and Offsets

Q4. If applicable, please report the 2014 GHG emissions reductions being claimed from Option 1 GHG Reduction Projects.

Energy Efficient Building Retrofits

0

Solar Thermal

0

Household Organic Waste Composting

0

Low Emission Vehicles

0

Avoided Forest Conversion

0

Reductions from Option 1 Projects = 0.0 tCO₂e

Q5. If applicable, please list the names of and report the 2014 GHG emissions reductions being claimed from Option 2 GHG Reduction Projects.

Option 2 Project Name	GHG Emissions Reduced
------------------------------	------------------------------

Regional District of Mount Waddington Bio-cover Methane Emissions Reductions Project	217.20
---	---------------

Reductions from Option 2 Projects = 217.2 tCO₂e

Q6. If applicable, please report the number of offsets you purchased from an offset provider for the 2014 reporting year.

0

Q7. If you have purchased offsets, please identify the name of your offset provider.

Total Reductions from Projects and Offsets for 2014 = 217.2

Corporate GHG Emissions Balance for 2014 = 175.78

MAKING PROGRESS TOWARDS CARBON NEUTRALITY

Q8. If you did not achieve carbon neutrality in 2014, did you undertake any of the following commonly reported corporate GHG reduction activities?

- Undertook civic building energy efficient retrofits
- Set aside funds in a climate action reserve fund

Q9. If you did not achieve carbon neutrality in 2014, please identify up to three key actions for 2015 that will help you make progress towards becoming carbon neutral.

Variable	Response
	Energy efficient retrofits
	Fuel conservation
	Fleet upgrades

Q10. Are you familiar with the Community Energy and Emissions Inventory (CEEI)?

Yes

GREEN COMMUNITIES COMMITTEE (GCC) CLIMATE ACTION RECOGNITION PROGRAM

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory. Recognition is provided on an annual basis to local

governments who demonstrate progress on their Charter commitments, according to the following: Level 1 - Progress on Charter Commitments (L1): for local governments who demonstrate progress on fulfilling one or more of their Charter commitments
 Level 2 - Measurement (L2): for local governments who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI)
 Level 3 - Achievement of Carbon Neutrality (L3): for local governments who achieve carbon neutrality in the reporting year

Q11. Based on your local government's 2014 CARIP Public Report, please check the GCC Climate Action Recognition Program level that best applies:

Level 2 - Measurement

LOCAL GOVERNMENT INFORMATION

Variable	Response
Name of Local Government	Port Hardy, District of
Name of member Regional District (RD)	Mount Waddington
Regional Growth Strategy (RGS) in your region	No
Population	0-4,999

Submitted by:

Variable	Response
Name	Allison McCarrick
Position	Director of Finance
Email	alli@porthardy.ca
Telephone # (ten digit)	250-949-6665

Climate Action Revenue Incentive Program (CARIP) Public Reporting - Climate Actions Survey 2014

BROAD PLANNING

Broad Planning refers to the high level, strategic planning that sets the stage for GHG reductions. Land use planning that focuses on Smart Growth principles (compact, complete, connected and centred) plays an especially important role in energy and GHG reduction.

Please specify or comment

Since initially establishing OCP targets, policies, and actions for the reduction of greenhouse gas (GHG) emissions, as required by the Local Government Act, has your local government updated those targets, policies and actions?

Decrease energy demands of District buildings, infrastructure and fleet.

Variable	Response
Does your local government use the Community Energy and Emissions Inventory (CEEI) to measure progress?	No
Has your local government established Development Permit Areas (DPAs) for climate action (i.e. energy conservation, water conservation and/or GHG emission reduction)?	No

CORPORATE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis	Lighting assessment of recreational facilities. Liquid waste management assessment.	Continued lighting assessments of other municipal buildings. Further review of wastewater management.
Plans, Policies, Regulations	Continued planning and researching of more areas to become energy efficient.	Continued planning and researching of more areas to become energy efficient.

Policy Implementation	Multi Material BC program.	Continue with the Multi Material BC program and additional programs that benefit the community.
Employee Training, Awareness	Recycling webinars.	Webinars and conferences that are applicable for our community.
Committees, Staffing	Parks and Recreation Committee. Operational Services Committee.	Continue monthly committee meetings.
Funding	Gas tax where applicable. BC Hydro rebate program.	Gas tax where applicable. Seek other grant opportunities and rebates as they become available.

COMMUNITY-WIDE - Broad Planning

	Actions taken in 2014	Actions proposed for 2015
Feasibility Studies, Research, Analysis	Storm water assessments. A/C pipe replacement assessments.	Continue with assessments to determine a criteria of risk and feasibility. To have projects "shelf ready" dependent on funding.
Plans, Policies, Regulations	Climate action plan. No idle policy. Multi Material BC program.	To be determined.
Policy Implementation	Enforced watering regulations. Implemented curbside recycling.	Improvements to the recycling program.
Community Education, Engagement	Public awareness via website and quarterly newsletter.	Committees, website, quarterly newsletters, newspaper advertisements.
Committees, Staffing	Recreation and Parks Committee. Operational Services Committee.	To be determined.
Funding	Communicate different rebate programs.	Public awareness of various rebate programs as they become available.

BUILDINGS

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants, and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially viewed over the long term.

Variable	Response
Does your local government have green building/construction policies, plans or programs?	No

CORPORATE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Lighting replacement. Auto light sensors.	To be assessed and determined.
Feasibility Studies, Research, Analysis	Lighting assessments.	
Plans, Policies, Regulations	BC Building Code.	BC Building Code.
Policy Implementation	BC Building Code.	BC Building Code.
Employee Training, Awareness	Municipal Inspector staff development.	Municipal Inspector staff development.
Committees, Staffing	Municipal Inspector.	Municipal Inspector.
Funding	Gas tax funding where applicable.	Gas tax funding where applicable.

COMMUNITY-WIDE - Buildings

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	BC Building Code enforcement.	BC Building Code enforcement.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations	BC Building Code. Unsightly premises bylaw.	BC Building Code. Unsightly premises bylaw.
Policy Implementation	Adherence or fines.	Adherence or fines.
Community Education, Engagement	Website, community newspaper ads, quarterly newsletter.	Website, community newspaper ads, quarterly newsletter.
Committees, Staffing	Municipal Inspector.	Municipal Inspector.
Funding		

ENERGY GENERATION

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

Variable	Response
Has your local government undertaken district energy projects in 2014?	Yes
Has your local government undertaken renewable energy projects 2014?	No
Are you aware of the integrated resource recovery (IRR) guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/tool/integrated-resource-recovery-irr)	Yes

CORPORATE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Energy efficient lighting for municipal buildings.	Continue to replace old lighting with energy efficient lighting.
Feasibility Studies, Research, Analysis	Biomass research	Biomass research continued.
Plans, Policies, Regulations		
Policy Implementation		
Employee Training, Awareness	Webinars.	Webinars.
Committees, Staffing	Sustainability Committee	
Funding	Gas tax where applicable. Rebate programs.	Gas tax where applicable. Rebate programs.

COMMUNITY-WIDE - Energy Generation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Support of wind farm.	Support of wind farm phase 2.
Feasibility Studies, Research, Analysis	Support of Mount Waddington Regional District Bio-cover project.	Support of Mount Waddington Regional District Bio-cover project and future projects.

Plans, Policies, Regulations	
Policy Implementation	
Community Education, Engagement	
Committees, Staffing	Sustainability Committee
Funding	Gas tax where applicable. Rebate programs.

GREENSPACE

Greenspace refers to parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites. Greenspaces support climate change mitigation (reducing emissions by absorbing and sequestering GHG) and adaptation (providing shade, cooling, deflecting strong wind, and improving air quality).

Variable	Response
Does your local government have urban forest policies, plans or programs?	No

COMMUNITY-WIDE - Greenspace

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Participation in the North Island Community Forest and Community Garden.	Participation in the North Island Community Forest and Community Garden.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations		
Policy Implementation		
Community Education, Engagement		
Committees, Staffing	Downtown Revitalization Committee. Vancouver Island North Woodlands.	Parks and Recreation Committee. Vancouver Island North Woodlands.
Funding		

SOLID WASTE

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

Variable	Response
Does your local government have construction and demolition waste reduction policies, plans or programs?	No
Does your local government have organics reduction/diversion policies, plans or programs?	No

CORPORATE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Participation in the Multi Material BC recycling program.	Participation in the Multi Material BC recycling program.
Feasibility Studies, Research, Analysis	Commercial recycling program initiative	Research to provide a commercial recycling program.
Plans, Policies, Regulations	Solid Waste Bylaw	Solid Waste Bylaw
Policy Implementation		
Employee Training, Awareness	Webinars, conferences.	Webinars, conferences.
Committees, Staffing		
Funding	Multi Material BC.	Multi Material BC.

COMMUNITY-WIDE - Solid Waste

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Supplied households with curbside recycling bins.	To implement a commercial recycling program.
Feasibility Studies, Research, Analysis	Commercial recycling program initiative.	Research to provide a commercial recycling program.
Plans, Policies, Regulations	Solid Waste Bylaw.	Solid Waste Bylaw.
Policy Implementation		
Community Education,	Website, quarterly newsletter, local	Website, quarterly newsletter, local

Engagement	newspaper advertisements.	newspaper advertisements.
Committees, Staffing	Regional District of Mount Waddington Board of Directors.	Regional District of Mount Waddington Board of Directors.
Funding	Multi Material BC. Gas tax where applicable.	Multi Material BC. Gas tax where applicable.

TRANSPORTATION

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities

Variable	Response
Does your local government have policies, plans or programs to support alternative modes and technologies of transportation (e.g. walking, cycling, transit, electric vehicles)	Yes
Does your local government have a transportation demand management (TDM) strategy? (http://www.toolkit.bc.ca/resource/transportation-demand-management-small-and-mid-sized-communities-toolkit)	No
Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?	No

CORPORATE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Commuter trails project complete. Fleet management plan complete.	Replace fleet vehicles with more energy efficient vehicles as required.
Feasibility Studies, Research, Analysis		Continue to research ways to improve energy efficient transportation.
Plans, Policies, Regulations	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.
Policy Implementation		
Employee Training, Awareness	Webinars, conferences.	Webinars, conferences.

Committees, Staffing	Operational Services Committee.	Operational Services Committee.
Funding	Grant programs. Gas tax where applicable.	Grant programs. Gas tax where applicable.

COMMUNITY-WIDE - Transportation

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Pedestrian and bike commuter trails completed.	Maintenance of the commuter trails.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.
Policy Implementation		
Community Education, Engagement	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.	Promote active lifestyles with use of the commuter bike and walking paths rather than vehicle transport.
Committees, Staffing	Operational Services Committee.	Operational Services Committee.
Funding		

WATER and WASTEWATER

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

Variable	Response
Does your local government have water conservation policies, plans or programs?	Yes

CORPORATE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements,	Pump upgrades.	Liquid Waste Management Plan

Construction	Water supply review. Mapping . Sodium Hypochlorite tank inspection.	completion. Upgrade Scada computer system. A/C pipe replacement.
Feasibility Studies, Research, Analysis	Collection rehabilitation review. Liquid Waste Management Plan study.	Airport Wastewater Plan study and options for upgrade or decommission.
Plans, Policies, Regulations	Permit regulations.	Permit regulations.
Policy Implementation		
Employee Training, Awareness	Conferences and staff development program.	Conferences and staff development program.
Committees, Staffing	Operational Services Committee.	Operational Services Committee.
Funding	Grants when available and awarded.	Grants when available and awarded.

COMMUNITY-WIDE - Water and Wastewater

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Commercial metering.	Commercial metering.
Feasibility Studies, Research, Analysis	Commercial metering rate structure review and change.	Commercial metering rate structure change implementation.
Plans, Policies, Regulations	Water wise programs.	Water wise programs.
Policy Implementation		
Community Education, Engagement	Website, quarterly newsletter, local newspaper advertisements.	Website, quarterly newsletter, local newspaper advertisements.
Committees, Staffing	Operational Services Committee.	Operational Services Committee.
Funding	Rebates and incentive programs.	Rebates and incentive programs.

OTHER CLIMATE ACTIONS

This section is intended to give local governments a chance to record other climate actions that could not be captured in the above sectors, including climate change adaptation actions and air quality actions

Variable	Response
Has your local government begun to integrate the impacts of a changing climate (adaptation) into its planning and operations?	No
Are you aware of the climate change adaptation guidance page on the BC Climate Action Toolkit? (http://www.toolkit.bc.ca/adaptation-challenges-and-opportunities)	No

CORPORATE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction		
Feasibility Studies, Research, Analysis		Research climate adaptation.
Plans, Policies, Regulations	Carbon Neutral Fund Policy.	Carbon Neutral Fund Policy.
Policy Implementation	Contribute the value of any carbon offsets required to be carbon neutral into the District carbon neutral fund.	Contribute the value of any carbon offsets required to be carbon neutral into the District carbon neutral fund.
Employee Training, Awareness	Smart tools training.	Smart tools training.
Committees, Staffing	Parks and Recreation Committee. Operational Services Committee.	Parks and Recreation Committee. Operational Services Committee.
Funding		

COMMUNITY-WIDE - Other Climate Action

	Actions taken in 2014	Actions proposed for 2015
Physical Improvements, Construction	Support the wind farm project. Support the Regional District Bio-cover project.	Support the wind farm project. Support the Regional District Bio-cover project.
Feasibility Studies, Research, Analysis		
Plans, Policies, Regulations		
Policy Implementation		
Community Education, Engagement		
Committees, Staffing	Parks and Recreation Committee. Operational Services Committee.	Parks and Recreation Committee. Operational Services Committee.
Funding		

Local Government Information

LOCAL GOVERNMENT INFORMATION

Variable	Response
Name of Local Government	Port Hardy, District of
Name of member Regional District (RD)	Mount Waddington
Regional Growth Strategy (RGS) in your region	No
Population	0-4,999

Submitted by:

Variable	Response
Name	Allison McCarrick
Position	Director of Finance
Email	alli@porthardy.ca
Telephone # (ten digit)	250-949-6665



REGIONAL DISTRICT OF MOUNT WADDINGTON
GHG EMISSIONS REDUCTION SHARING
AGREEMENT

IAN 28 2014

C ACT U
CC J

THIS AGREEMENT dated the 31st day of DECEMBER, 2013

BETWEEN:

THE DISTRICT OF PORT HARDY
PO Box 68, 7360 Columbia Street
Port Hardy, BC V0N 2P0

(hereinafter "District")

AND:

REGIONAL DISTRICT OF MOUNT WADDINGTON
PO Box 729, 2044 McNeill Road
Port McNeill, BC V0N 2R0

(hereinafter "RDMW")

WHEREAS the District of Port Hardy is a full participant in the RDMW Regional Solid Waste Management Service (the 'Service');

AND WHEREAS the Service includes costs of monitoring methane emissions and operating a Bio-cover Methane Emissions Reductions Project (the "Project") which will reduce Greenhouse Gas Emissions in accordance with the Climate Action Charter;

AND WHEREAS the District of Port Hardy and the RDMW are signatories to the Climate Action Charter;

NOW THEREFORE the District of Port Hardy and the RDMW agree as follows:

1.0 DURATION AND TERMINATION

- 1.1 The duration of this Agreement shall be five years commencing on the 1st day of January, 2014 and ending on December 31, 2018 (hereafter "Term").
- 1.2 During the Term, either party may cancel this Agreement by providing 180 days' notice to the other party.
- 1.3 This Agreement may be extended or amended with written confirmation by each of the parties hereto, with the exception of changes by the RDMW to Schedule 'A' as a result of changes to service area population resulting from any service participants withdrawing or being added during the agreement period.
- 1.4 This agreement may be renewed by mutual consent with 90 days written notice prior to the end of the term.

2.0 SERVICES


- 2.1 The RDMW will operate a Bio-cover Methane Emissions Reductions Project at the 7 Mile Regional Landfill and will:
- a) Provide, by the end of February of each year, the District of Port Hardy with an annual summary report regarding the Greenhouse Gas reduction equivalent (GHGe), expressed in tonnes of 'Carbon Credits', achieved by the Project in the previous calendar year;
 - b) The District's apportionment of the Carbon Credits will be based on their share of the Service area population as noted in Appendix A. The shared portion will be calculated on the Carbon Credits remaining after sufficient Carbon Credits have been applied to offset GHG emissions arising from RDMW operations, including those from operating the project.
 - c) Provide a report showing the final apportionment to all participating Service area partners.
 - d) Upon signing of the agreement, provide the District of Port Hardy with a one-time transfer of 72.3 tonnes Carbon Credits representing Port Hardy's share of reductions from 2012.
- 2.2 The District of Port Hardy will provide the RDMW with a copy of its annual CARIP report prior to the end of March of every year.
- a) No Apportionment will be released by the RDMW until a copy of the previous year's CARIP report is received.

3.0 OTHER

- 3.1 Carbon Credits have no monetary value and are transferred under this agreement only on the basis of the District of Port Hardy interest in the Project. However, Carbon Credits from this project may be accumulated from previous years as in s2.2 b) or when more Carbon Credits are available from reduction projects than are needed to offset operational emissions.
- 3.2 This agreement is not intended to be legally binding or impose legal obligations on either Party and will have no legal effect.

IN WITNESS of its provisions, this Agreement has been signed and executed by the parties hereto:

SIGNED on behalf of the
District of Port Hardy by its
authorized signatories:




DPH Mayor

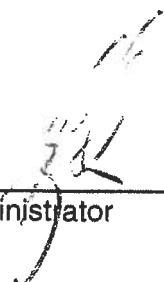


Director of Corporate &
Development Services

SIGNED on behalf of the
Regional District of Mount Waddington
by its authorized signatories:



Chair



Administrator

APPENDIX "A": APPORTIONMENT OF CARBON CREDITS

After applying, sufficient Carbon Credits to offset GHG Emissions from RDMW operations, apportionment will be made in accordance with each jurisdictions share of the Service area population as follows:

	Population (Adjusted 2011 Census)	Apportionment Share
Total Service Area Population	11701	
Regional District	1863	15.9%
Quatsino FN	214	1.8%
Namgis FN	932	8.0%
Whe-la-la-U FN	181	1.5%
Fort Rupert FN	257	2.2%
Tsulquate FN	491	4.2%
Port Hardy	4008	34.3%
Port McNeill	2505	21.4%
Port Alice	805	6.9%
Alert Bay	445	3.8%

Carbon Credits that are earned by Service participants who are not signatories to the Climate Action Charter or equivalent statement of intent will be held in the RDMW Carbon Bank until such time as they become signatories to such an agreement or for the duration of the agreement period.

One Time Apportionment for 2012

As per Section 2d), the Project was credited (by CARIP reporting) with 400 tonnes of Carbon Credits. After offsetting the 189 tonnes of RDMW GHG emissions, the remaining 211 tonnes will be distributed as follows:

Regional District (rural)	33.6
Quatsino FN	3.9
Namgis FN	16.8
Whe-la-la-U FN	3.3
Fort Rupert FN	4.6
Tsulquate FN	8.9
Port Hardy	72.3
Port McNeill	45.2
Port Alice	14.5
Alert Bay	8.0

DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCIL POLICY FINANCE

POLICY TO PROVIDE FUNDS SPECIFICALLY FOR
GREEN INITIATIVES IN THE DISTRICT OF PORT HARDY
“CLIMATE ACTION CARBON NEUTRAL FUND”

POLICY # CP2.19

Approved: October 22, 2013

Page 1 of 1

PURPOSE

This policy is to commit funds to green initiatives in the District of Port Hardy. Carbon offset funds stay within the municipality, and offset annual green house gas (GHG) emissions resulting from municipal operations.

POLICY STATEMENT

The District of Port Hardy signed the British Columbia Climate Action Charter which commits the District to be carbon neutral within its operations by 2012. The District recognizes the importance of carbon neutrality and is working towards achieving this goal without the purchasing of carbon offsets. The intent of this policy is to create a fund that will be used to finance projects within the District that will reduce GHG emissions. The GHG emissions created through the Districts operations will be calculated to establish if the District meets its obligation of carbon neutrality under the BC Climate Action Charter. If carbon neutrality is not met a further calculation will be completed based on a rate provided by a recognized, accredited BC Carbon Offsetter. This will determine the dollar value that would be required to purchase carbon offsets and be carbon neutral. Instead of purchasing carbon offsets this dollar value will be contributed to the District of Port Hardy’s Climate Action Carbon Neutral Fund.

CONDITIONS AND OBJECTIVES OF THE FUND

1. Reduction of green house gas (GHG) emissions within the District of Port Hardy.
2. Retain carbon offset funds for District GHG emission reduction projects.
3. Priority for the use of this fund would be given to those projects that have the highest and most immediate effect on reducing GHG emissions.
4. Funds will only be used for initiatives that are to achieve a reduction in the Districts GHG emissions. These initiatives will be consistent with climate action goals and objectives. The funds may also be used for the purchase of carbon offsets at the discretion of Council.
5. Each year the Districts inventory will be measured to reflect the annual GHG emissions for that year. If carbon neutrality is not met the equivalent dollar value that would be required to purchase offsets will be allocated in the Financial Plan to the Climate Action Carbon Neutral Fund.
6. The funds allocated to the Climate Action Carbon Neutral Fund will be recorded in a separate general ledger control account.
7. Expenditures authorized from this fund will be included in the Districts Financial Plan.



**DISTRICT OF PORT HARDY
STAFF REPORT**

TO: Rick Davidge, CAO
FROM: Allison McCarrick, DFS
SUBJECT: District of North Saanich - Nav Canada Assessment Appeal
DATE: March 4, 2015

Nav Canada Assessment Appeal

Purpose

To review the request by the District of North Saanich submitted to Mayor and Council for consideration regarding the Nav Canada Assessment Appeal.

Background Summary

The District of North Saanich is in support of an appeal by the BC Assessment Authority to a decision made by the BC Supreme Court.

The decision of the BC Supreme Court is to allow the assessments on some Nav Canada properties to be lowered.

The District of North Saanich has provided some background information on the process and the impact to their municipality.

The Port Hardy Airport is one of those properties and this decision will impact the tax revenue generated from the assessment of the Airport.

Financial Implications

This table illustrates the *potential* District of Port Hardy Municipal tax dollars lost if the appeal is denied and Nav Canada is granted the lower assessments.

2011	\$ 18,016	
2012	\$ 18,580	
2013	\$ 19,018	Note 1
2014	\$ 18,915	Note 1
2015	\$ 19,868	Note 2
Total	\$ 94,397	
Note 1: Potential losses. The Appeal continues, BC Assessment will not apply the decision to the 2013 and 2014 property assessments at this time.		
Note 2: Estimated.		

Summary

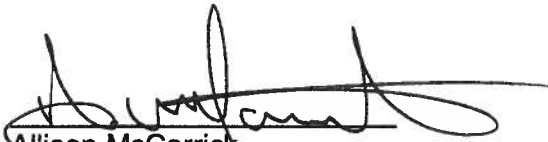
The District of North Saanich is requesting support for this appeal and any financial participation to aid with the escalating legal costs associated.

The outcome of this appeal will impact the District of Port Hardy. The dollar value to date is undetermined however future tax revenue will definitely be less or non significant if Nav Canada is successful with the reduction of assessments.

Staff Recommendation

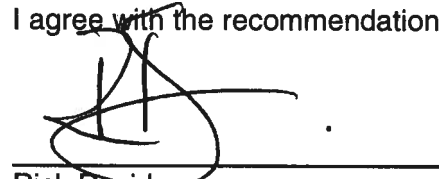
Staff recommends that Council support the District of North Saanich with regards to the BC Assessment appeal of the BC Supreme Court judgement in favour of Nav Canada.

Respectfully submitted,



Allison McCarrick
Director of Finance

I agree with the recommendation.

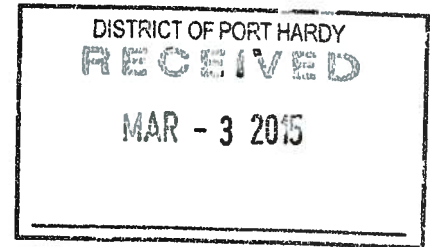


Rick Davidge
Chief Administrative Officer



DISTRICT OF NORTH SAANICH

1620 Mills Road, North Saanich, B.C. V8L 5S9
Phone: 250-656-0781 | Fax: 250-656-3155
e-mail: admin@northsaanich.ca | www.northsaanich.ca



Office of the Mayor

February 24, 2015

District of Port Hardy
7360 Columbia Street
Box 68
Port Hardy, BC V0N 2P0

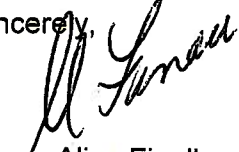
Dear Mayor and Council

Re: Nav Canada Assessment Appeal

In January 2011, Nav Canada appealed property assessments for four of their control towers in British Columbia. The board issued a decision to reduce both the land and improvements for the appealed properties to \$20.00. The District of North Saanich has joined the British Columbia Assessment Authority (BCAA) in an appeal to the Board's ruling by way of Stated Case to the BC Supreme Court. This appeal was unsuccessful and the BCAA is appealing that decision to the Court of Appeal. The District of North Saanich is joining BCAA in the appeal. Please see the attached brief for more information.

Our reason for writing you is that your municipality is one of 18 municipalities in B.C. which have Nav Canada properties. If the appeal is not successful, this will have a financial impact on your municipality by way of lost taxation. We request that you consider providing a financial contribution towards this legal proceeding. To date, North Saanich has incurred over \$100,000 in legal costs not including the upcoming appeal. We have applied to the UECM for financial assistance in the appeal but this assistance, if approved, is limited to a total of \$10,000. The 136 Nav Canada properties located in the 18 municipalities would have generated about \$657,235 of general revenue and \$1.15 million in total property tax revenue in 2014.

Any financial participation you can provide us in this effort would be very much appreciated.

Sincerely,

Mayor Alice Finall



2014

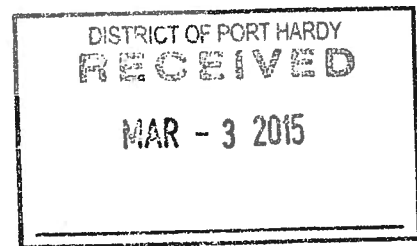
Nav Canada Property Assessment Impact Brief

PREPARED BY THE DISTRICT OF NORTH SAANICH



DISTRICT OF PORT HARDY
RECEIVED

MAR - 3 2015



Nav Canada Property Assessment Impact Brief

Background Information

- Nav Canada owns a total of 136 properties in BC with a total 2014 assessed value of \$76.4 million and \$657,235 general revenue tax dollars, \$1.15 million for general/hospital/school combined. Of these properties, Nav Canada has 120 active appeals on various properties they own.
- Nav Canada is a non-profit federal corporation under contract to the federal government to provide aircraft safety and guidance services to airports across the country.
- Nav Canada leases a small portion of the larger airport properties on which the control towers and facilities (mostly communication equipment) are located. The lease rate to the federal Crown and Municipality (owners of the airport properties) is nominal at \$10 annually. The lease also restricts and limits the use of the properties to the provision of the contracted services.
- Nav Canada charges a fee for services to the airport users (primarily airlines) but is limited by its corporate charter to its primary non-profit model.

Property Assessment Appeal Board Decision

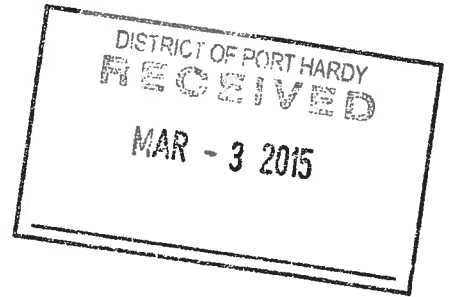
- In January 2011 Nav Canada appealed their property assessments for 4 of their control towers.
- In February 2013, the Board issued a decision to reduce both the land and improvement values for the appealed properties to \$10, for a total of \$20 per property.
- The Board considered the following when determining the market value for these special purpose properties:
 - Section 19 of the Assessment Act of BC requires that assessments be at actual or market value;
 - There is no competitive and open market for the properties being appealed; and
 - Both parties agree that the highest and best use of the properties is the current or restricted use.

The Board's decision was based upon finding no market value for these properties, and therefore the decision was consistent with Nav Canada's position that the properties in appeal have nominal value.

It is important to note that the Board's decision did reference the fact that the determination of assessed value in these unique circumstances begs for a legislated solution that does not require forcing appraisal principles and market concepts on properties that do not trade in the market.

Appeal by way of Stated Case Decision

- The Stated Case decision deals with 4 Air Traffic Control towers represented as test cases for the 19 towers found in BC. One of these Traffic Control towers is located in North Saanich. The decision upheld the 2013 PAAB ruling to reduce both the land and improvement values to \$10, for a total value of \$20 per property.
- Following the Stated Case decision, BC Assessment has decided to appeal the BC Supreme Court ruling to the Court of Appeal.



Financial Implications for North Saanich are as follows:

1. Municipal Taxes Lost

Municipal taxes lost on Nav Canada properties:			
2011	\$	14,310	
2012	\$	28,730	
2013	\$	28,145	Note 1
2014	\$	26,830	Note 1
2015	\$	26,830	Note 2
Total	\$	<u>124,845</u>	
Note 1	Potential losses. Since the appeal continues, BC Assessment will not apply the decision to the 2013 and 2014 property assessments at this time.		
Note 2	Estimated loss based on the 2014 property assessment and tax rate.		

The total 2014 assessed value of the 19 control towers in the province is \$35.2 million. This equates to \$368,992 general revenue tax dollars and \$602,995 for general/hospital/school combined. These 19 properties are directly affected by this decision.

2. Legal Costs

To date the District has incurred \$91,117 in legal costs associated with the Nav Canada appeals and Supreme Court Stated Case.

Recommendation:

A successful appeal to the Supreme Court's ruling on the Nav Canada assessments would not only benefit many municipalities with Nav Canada properties but also those with Ferry Terminals.

January 12, 2015

Rick Davidge
Chief Administrative Officer
District of Port Hardy
PO Box 68
Port Hardy BC V0N 2P0

**Estimate of Value Changes
Property Assessment Appeals**

We are providing summary estimates of potential assessment reductions which could occur as a result of outstanding appeals before the Property Assessment Appeal Board (PAAB) or superior courts. This information is intended to assist you in local government budgeting processes.

Please note that this report does not include changes that may occur as the result of supplementary assessments. If a supplementary assessment is appealed, the potential risk will be reported in the following roll year's estimate of net potential risk-loss.

2011 Assessment Roll Appeals:

Jurisdiction 334 - 2011 Assessment Roll Appeals

Predominant Property Class	Outstanding PAAB Appeals	Net Potential Risk Loss
Class 1		\$0
Class 2		\$0
Class 4		\$0
Class 5		\$0
Class 6	1	-\$1,168,000
Class 7		\$0
Class 8		\$0
Class 9		\$0
Totals	1	-\$1,168,000

2011-06-00023 is an appeal of four properties owned by Nav Canada. The appellant believes the assessments exceed market value. As similar properties owned by NAV Canada have been appealed throughout the province these appeals are being co-ordinated centrally by BC Assessment.

A hearing occurred in late November 2012; the Board decided in favor of the appellant. BC Assessment has appealed this decision to the BC Supreme Court.

Stated Case hearings at the BC Supreme Court occurred in June 2014. The decision, which was received in November 2014, did not support BCA's position; as such, the case has been appealed to the BC Court of Appeal.

The 'at risk' amount was originally estimated at -\$240,000 of class 6 assessment. The 'at risk amount' has been increased to -\$1,168,000 of class 06 assessment.

2012 Assessment Roll Appeals:

Jurisdiction 334 - 2012 Assessment Roll Appeals

Predominant Property Class	Outstanding PAAB Appeals	Net Potential Risk Loss
Class 1		\$0
Class 2		\$0
Class 4		\$0
Class 5		\$0
Class 6	1	-\$1,149,000
Class 7		\$0
Class 8		\$0
Class 9		\$0
Totals	1	-\$1,149,000

2012-06-00007 is the continuation of 2011-06-00023. It is an appeal of four properties owned by Nav Canada. The appellant believes the assessments exceed market value. As similar properties owned by NAV Canada have been appealed throughout the province these appeals are being co-ordinated centrally by BC Assessment.

A hearing occurred in late November 2012; the Board decided in favor of the appellant. BC Assessment has appealed this decision to the BC Supreme Court. Stated Case hearings at the BC Supreme Court occurred in June 2014. The decision, which was received in November 2014, did not support BCA's position; as such, the case has been appealed to the BC Court of Appeal.

The 'at risk' amount was originally estimated at -\$240,000 of class 6 assessment. The 'at risk amount' has been increased to -\$1,149,000 of class 06 assessment.

2013 Assessment Roll Appeals:

Jurisdiction 334 - 2013 Assessment Roll Appeals

Predominant Property Class	Outstanding PAAB Appeals	Net Potential Risk Loss
Class 1		\$0
Class 2		\$0
Class 4		\$0
Class 5		\$0
Class 6	1	-\$1,154,000
Class 7		\$0
Class 8		\$0
Class 9		\$0
Totals	1	-\$1,154,000

2013-06-00009 is the continuation of 2011-06-00023 and 2012-06-00007. It is an

appeal of four properties owned by Nav Canada. The appellant believes the assessments exceed market value. As similar properties owned by NAV Canada have been appealed throughout the province these appeals are being co-ordinated centrally by BC Assessment.

A hearing occurred in late November 2012; the Board decided in favor of the appellant. BC Assessment has appealed this decision to the BC Supreme Court. Stated Case hearings at the BC Supreme Court occurred in June 2014. The decision, which was received in November 2014, did not support BCA's position; as such, the case has been appealed to the BC Court of Appeal.

The 'at risk' amount' has been increased at -\$1,154,000 of class 06 assessment.

2014 Assessment Roll Appeals:

Jurisdiction 334 - 2014 Assessment Roll Appeals

Predominant Property Class	Outstanding PAAB Appeals	Net Potential Risk Loss
Class 1		\$0
Class 2		\$0
Class 4		\$0
Class 5		\$0
Class 6	1	-\$1,137,000
Class 7		\$0
Class 8		\$0
Class 9		\$0
Totals	1	-\$1,137,000

2014-06-00005 is the continuation of 2011-06-00023, 2012-06-00007 and 2013-06-00009. It is an appeal of four properties owned by Nav Canada. The appellant believes the assessments exceed market value. As similar properties owned by NAV Canada have been appealed throughout the province these appeals are being co-ordinated centrally by BC Assessment.

A hearing occurred in late November 2012; the Board decided in favor of the appellant. BC Assessment has appealed this decision to the BC Supreme Court. Stated Case hearings at the BC Supreme Court occurred in June 2014. The decision, which was received in November 2014, did not support BCA's position; as such, the case has been appealed to the BC Court of Appeal.

The 'at risk' amount' has been increased at -\$1,137,000 of class 06 assessment.

Explanatory Notes and Qualifications

- The risk-loss data summary reflects information provided by appellants and BCA analysis as of December 31, 2014.
- Typically the net potential change in actual value for each property class will also reflect the net impact of potential changes in exemptions and property classification (e.g. property value moving from one class to another).
- Risk-loss amounts are estimates only, based on the best information available. Estimates are periodically updated as new information on the status and scope of

each appeal becomes available (e.g. statement of issues, withdrawals, joint recommendations approved, dismissals).

In the view of BC Assessment, the risk-loss information in this report is subject to section 13 of the *Freedom of Information and Protection of Privacy Act*. More specifically, this report is considered advice from a public body, BC Assessment, to a public body, local government, which would not be disclosed to a third party (e.g. considered confidential).

Please contact me if you would like to follow-up on the information provided.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Bill Dawson", with a horizontal line extending to the right.

Bill Dawson
Deputy Assessor B.Comm. AACI P.App.
Central Vancouver Island Assessment Office

cc David Highfield - VP Assessment

BD/ru