



DISTRICT OF PORT HARDY

AGENDA

REGULAR MEETING OF COUNCIL

7:00 PM

TUESDAY, JULY 8, 2014

MUNICIPAL HALL COUNCIL CHAMBERS
7360 COLUMBIA STREET

Deputy Mayor: Debbie Huddlestan

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

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

**DISTRICT OF PORT HARDY
 AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
 7:00 pm TUESDAY, JULY 8, 2014
 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		
1-2	1. The minutes of the Committee of the Whole meeting held June 23, 2014.		
	Motion required.	1.	2.
3-6	2. The minutes of the Regular Council Meeting held June 23, 2014.		
	Motion required	1.	2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL		
	None		
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS		
7-9	1. Council Action items. For information.		
	F. CORRESPONDENCE		
10-11	1. Carly Pereboom, Executive Director, Port Hardy & District Chamber of Commerce (June 25/14) re: request for funding of \$1,600 to support Visitor Centre summer hiring.		
	Motion / direction	1.	2.
12-16	2. Hon. Coralee Oakes, Minister of Community Sport & Cultural Development and Hon. Norm Letnick, Minister of Agriculture (June 26/14) re: issues relating to medical marihuana production in British Columbia. For information.		
	G. NEW BUSINESS		
	None in agenda package.		
	H. COUNCIL REPORTS		
	1. Verbal reports from Council members.		
	I. COMMITTEE REPORTS		
17-20	1. Draft minutes of the Operational Services Committee meeting held June 19, 2014. For information. Note: Two recommendations to Council.		
	Operational Services Committee Recommendations to Council:		
	a. <i>"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."</i>		
	Motion / direction	1.	2.

- b. *“THAT Council authorizes the Director of Operational Services to proceed with the removal of the stumps from the new public works site to the District stump dump, with funding to come from the sale of timber on the property.”*

Motion / direction 1. 2.

J. STAFF REPORTS

- 21-22** 1. Accounts Payable, June 2014. For information.
2. District of Port Hardy Annual Report for 2013. For Adoption. (circulated under separate cover and also available at: <http://www.porthardy.ca/live/news/2013-district-port-hardy-annual-report>)

Motion / direction 1. 2.

- 23-29** 3. District of Port Hardy Statement of Financial Information for the year ended 2013. For Adoption.

Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 30-39** 1. District of Port Hardy Bylaw No.1027-2014, A Bylaw to Authorize and Provide for the Collection of Garbage and Recyclable Materials. For Adoption

Motion required 1. 2.

- 40-43** 2. District of Port Hardy Bylaw No. 1028-2014, A Bylaw to Amend Council Procedure Bylaw No.03-2009 to Address Various Housekeeping Matters. For Adoption.

Motion required 1. 2.

- 44-48** 3. District of Port Hardy Bylaw No. 1029-2014, A Bylaw to Amend Municipal Ticket Information System Bylaw No. 01-2010 to Replace Schedules to Accommodate the Garbage and Recycling Bylaw, Zoning Bylaw, and the Harbour Regulations Bylaw. For First, Second and Third Reading.

Motion required 1. 2.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

July 18-20 Filomi Days
July 17 Committee: Operational Services Committee, 4:00 pm, Council Chambers
July 29 Committee: Emergency Planning, Noon, Council Chambers
July 31 Committee: Occupational Health & Safety, 8:30 am, Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera meeting scheduled at this time.

O. ADJOURNMENT 1. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING OF COUNCIL
JUNE 23, 2014**

CALL TO ORDER: Chair Debbie Huddlestan Time: 6:00 pm

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

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Leslie Driemel, Recording Secretary

Media: None
Members of the Public: 4

APPROVAL OF AGENDA

COW 2014-08
APPROVAL OF AGENDA
AS PRESENTED

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

DELEGATIONS

1. Alison Mitchell – Island Health Sr. Manager Rural Health, Mt Waddington, re: Update on local health initiatives,

Ms Mitchell updated the Committee on the work of the Mount Waddington Health System Stabilization Local Working Group (LWG) over the past year. Discussion with the Committee included progress to date on:

- Stabilizing physician availability and recruitment and retention of physicians
- Stabilizing multi-discipline care teams and access to primary care
- Public education
- Long range, regional level planning
- Next steps

Chair Huddlestan thanked Ms Mitchell for her informative presentation and for the hard work being done by the Local Working Group.

2. Laurie Jensen, Grant Warkentin and Jason Pearson of Cermaq Canada Ltd. (formerly Mainstream) re: Presentation on company operations and initiatives.

Ms Jensen and Mr. Warkentin gave a PowerPoint presentation which outlined the following information regarding Cermaq Canada Ltd.:

- history
- corporate structure,
- production facilities in Canada, Chile and Norway
- sustainability
- international certifications
- challenges
- future of aquaculture

Mr. Warkentin advised that Cermaq Canada's continued success and future growth depends on sound science, good farming practices and a strong competent regulator.

The Committee discussion with Mr. Warkentin and Ms Jensen included the following topics:

- diversification of types of farmed fish
- public perception of farmed fish
- First Nation consultation
- how the Marine Planning Partnership (MAPP) report may affect aquaculture,
- education and training
- employment opportunities

Chair Huddlestan thanked Laurie Jensen, Grant Warkentin and Jason Pearson for taking the time to come and give an informative presentation to the Committee.

ADJOURNMENT

COW 2014-09
ADJOURNMENT

Moved

THAT the Committee of the Whole Rise.

Time: 6:55 pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE &
DEVELOPMENT SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL
JUNE 23, 2014**

CALL TO ORDER: Deputy Mayor Debbie Huddleston Time: 7:00 pm

PRESENT: Deputy Mayor Debbie Huddleston and Councillors Janet Dorward, Jessie Hemphill, Rick Marcotte, Nikki Shaw, John Tidbury

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

Media: North Island Gazette Members of the Public: 2

REGRETS: None

APPROVAL OF AGENDA

2014-118
APPROVAL OF
AGENDA

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

ADOPTION OF MINUTES

1. The minutes of the Regular Council Meeting held June 9, 2014.

2014-119
REG COUNCIL
MEETING
MINUTES JUNE
9/14 APPROVED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held June 9, 2014 be approved as presented.

DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

Council action items were received as information.

CORRESPONDENCE

1. Margaret H. Flostrand (June 11/14) re: Thank you for pool operations, was received for information.
2. Filomi Days Committee (June 17/14) re: Requests for approvals for Filomi Days 2014.
 - Donation of \$10,000 for fireworks.
 - Road closures:
 - a) Lions Club Filomi Days Parade route: Thunderbird Mall - to Rupert St. - to Grey St. - to Market St. - to Tzulquate Park on Saturday July 19, from 11:00am to 1:00pm

- b) Partially close Hastings Street by Sporty's and the Bus Depot from 6:00am-6:00pm on Saturday July 19. – for Brian Burns Memorial Street Hockey Tournament.
 - c) Main Street in front of C&N Backpackers, on Sunday, July 20, from 9:30 am-1:00pm - for Soapbox Derby.
- Closure of all parking spaces along Market Street in front of Carrot Park from Friday afternoon to Sunday, July 18-20 to set the entertainment stage up on this area and have food vendors.
 - The use of Carrot Park for July 18, 19 and 20 including access to the water and power services.
 - Additional Porta Potties in the Park.
 - The use of the garbage containers and pick up service
 - Barricades for the parade route
 - A notice on the recreation sign
 - That the fireworks be allowed to be discharged.

2014-120
FILOMI DAYS
SOCIETY
REQUESTS

Moved/Seconded/Carried

THAT Council approves the Filomi Days Society's request for District services and support for Filomi Days 2014, as presented.

3. Davina Hunt, Kwakiutl Band Councillor and Volunteer Tribal Journeys Coordinator (June 16/14) re: Request to use Storey's Beach Park for Qutawas Tribal Journeys July 7-9, 2014.

2014-121
QUTAWAS TRIBAL
JOURNEYS RE:
REQUEST TO
CAMP AT
STOREYS BEACH
APPROVED

Moved/Seconded/Carried

That Council approves the request by Kwakiutl Band to use Storey's Beach Park for camping to be undertaken in relation to the Qutawas Tribal Journey event on July 7th through 9th."

NEW BUSINESS

None

COUNCIL REPORTS

COUNCIL
REPORTS

Deputy Mayor Huddlestan and Councillors Janet Dorward, Jessie Hemphill, Rick Marcotte, Nikki Shaw, and John Tidbury gave verbal reports on recent meetings and other activities they attended / undertook on behalf of the District of Port Hardy, as well information on a variety of community interest matters.

COUNCILLOR
TIDBURY RE:
DIRECTION FROM
COUNCIL ON
MAPP VOTE

During his report Councillor Tidbury advised on attending a recent Regional District of Mount Waddington Board meeting and discussion on the Marine Planning Partnership (MAPP) report. The Regional District Board will vote on the MAPP report at an upcoming meeting and Councillor Tidbury will be requesting Council direction pertaining to voting on the issue.

COUNCILLOR
DORWARD RE:
INVASIVE PLANT
SPECIES

During her report Councillor Dorward reported on the need for action on invasive plant species in Port Hardy. Hogweed and Japanese knotweed were identified as serious concerns and requested action in the 2015 budget regarding identifying locations, eradication methods and associated costs.

Deputy Mayor Huddlestan requested that matter of invasive plant species and their locations in Port Hardy, associated eradication methods and costs for same be referred to the Operational Services Committee for review and discussion.

COMMITTEE REPORTS

No reports

STAFF REPORTS

1. Allison McCarrick, Director of Financial Services (June 18/14) re: 2014-2024 Community Works Fund Agreement (Gas Tax). Staff Recommendation:
“That Council enters into the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia made between the District of Port Hardy and the Union of British Columbia Municipalities.”

Allison McCarrick, Director of Financial Services reviewed the new agreement and advised that it includes a broader spectrum of projects that the gas tax revenue can be applied to.

Moved/Seconded/Carried

THAT Council enters into the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia made between the District of Port Hardy and the Union of British Columbia Municipalities.

2. Jeff Long, Director of Corporate & Development Services (June 19/14) re: Closed Council Meetings (In Camera) Staff Recommendation:
*“THAT in undertaking a Council meeting that is to be closed to the public, Council first declares by resolution passed in an open public Council meeting that:
1) the meeting is being closed to the public; and,
2) the basis for which the meeting is to be closed to the public
AND FURTHER, THAT in stating the basis for which the meeting is to be closed to the public, Council provided as much details as possible without undermining the reason for closing the meeting in the first place.”*

Jeff Long, Director of Corporate & Development Services, provided an overview of the Staff Report and recommendations included therein.

Moved/Seconded/Carried

THAT in undertaking a Council meeting that is to be closed to the public, Council first declares by resolution passed in an open public Council meeting that:
1) the meeting is being closed to the public; and,
2) the basis for which the meeting is to be closed to the public
AND FURTHER, THAT in stating the basis for which the meeting is to be closed to the public, Council provided as much details as possible without undermining the reason for closing the meeting in the first place.”

BYLAWS

1. District of Port Hardy Bylaw No. 1027-2014, A Bylaw to Authorize and Provide for the Collection of Garbage and Recyclable Materials. For First, Second and Third Readings

Jeff Long, Director of Corporate & Development Services, explained the purpose of Bylaw No. 1027-2014.

2014-122
2014-2014
COMMUNITY
WORKS FUND
AGREEMENT
APPROVED

2014-123
IN CAMERA
MEETING
PROCEDURES

2014-124
BL 1027-2014
GARBAGE &
RECYCLING 1ST
2ND & 3RD
READINGS

Moved/Seconded/Carried
THAT District of Port Hardy Bylaw 1027-2014, A Bylaw to Authorize and Provide for the Collection of Garbage and Recyclable Materials receive First, Second and Third Readings.

2. District of Port Hardy Bylaw No. 1028-2014, A Bylaw to Amend Council Procedure Bylaw No.03-2009 to Address Various Housekeeping Matters. For First, Second and Third Readings.

Jeff Long, Director of Corporate & Development Services, explained the purpose of Bylaw No. 1028-2014 the changes that are proposed to be made to Council Procedure Bylaw No.03-2009.

2014-125
BL 1028-2014
AMEND BL 03-
2009 COUNCIL
PROCEDURE
BYLAW 1ST 2ND &
3RD READINGS

Moved/Seconded/Carried
THAT District of Port Hardy Bylaw 1028-2014, A Bylaw to Amend Council Procedure Bylaw No.03-2009 to Address Various Housekeeping Matters receive First, Second and Third Readings.

ADJOURNMENT

2014-126
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 7:25pm

CORRECT

APPROVED

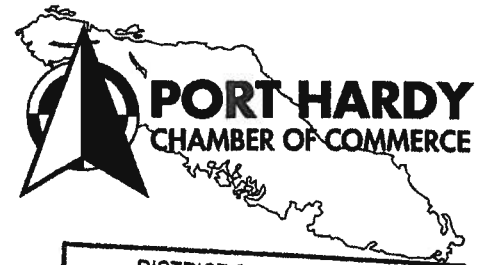
DIRECTOR OF CORPORATE
& DEVELOPMENT SERVICES

DEPUTY MAYOR

ITEM	REGULAR COUNCIL MEETING June 23, 2014 ACTION	WHO	STATUS /COMMENTS
<p>Filomi Days Committee (June 17/14) re: Requests for approvals for Filomi Days 2014.</p>	<p>Approved as requested -Donation of \$10,000 for fireworks. -That the fireworks be allowed to be discharged. -Road closures: Advise emergency services Road Closures: arrange barricades as needed a) Filomi Days Parade route: Thunderbird Mall - to Rupert St. - to Grey St. - to Market St. - to Tsuquate Park on Saturday July 19, from 11:00am to 1:00pm b) Partially close Hastings Street by Sporty's and the Bus Depot from 6:00am-6:00pm on Saturday July 19, for Hockey Tournament. c) Main Street in front of C&N Backpackers, on Sunday, July 20, from 9:30 am-1:00pm, for Soapbox Derby. -Closure of all parking spaces along Market Street in front of Carrot Park from Friday afternoon to Sunday, July 18-20 -The use of Carrot Park for July 18, 19 and 20 including access to the water and power services. -Additional Porta Potties in the Park. -The use of the garbage containers and pick up service -Barricades for the parade route -A notice on the recreation sign Approved - the use Storey's Beach Park for camping for Qutawas Tribal Journeys July 7-9, 2014, as requested</p>	<p>AM JL JL/LD TK TK TK TK VB JL</p>	<p>Done Done Done Done Done Done Done Done Done Done</p>
<p>Davina Hunt, Volunteer Tribal Journeys Coordinator re: Request to use Storey's Beach Park for Qutawas Tribal Journeys July 7-9, 2014.</p>	<p>Approved - the use Storey's Beach Park for camping for Qutawas Tribal Journeys July 7-9, 2014, as requested</p>	<p>JL</p>	<p>Done</p>

<p><u>COUNCIL REPORTS</u> 1. Councillor Tidbury RDMW Board meeting and discussion on the Marine Planning Partnership (MAPP) report. 2. Councillor Dorward reported on the need for action on invasive plant species in Port Hardy. Hogweed and Japanese knotweed were identified as serious concerns and requested action in the 2015 budget regarding identifying locations, eradication methods and associated costs.</p>	<p>Councillor Tidbury requested Council direction pertaining to voting on the issue.</p> <p>Deputy Mayor Huddlestan requested that the Operational Services Committee review invasive plant species in Port Hardy as well as locations, eradication methods and associated costs.</p> <p>Add to Operational Services agenda</p>	<p>Council</p> <p>TK</p>	<p>Done</p>
<p><u>COMMITTEE REPORTS - None</u></p>			<p>Done</p>
<p><u>STAFF REPORTS</u> Allison McCarrick, DFS re: 2014-2024 Community Works Fund Agreement (Gas Tax).</p>	<p>Agreement approved. Deputy Mayor and DCS to sign two copies of agreement as required.</p> <p>Certified Council resolution required.</p> <p>REGULAR COUNCIL MEETING May 26, 2014</p>	<p>JL/ DM</p> <p>JL</p>	<p>Done</p> <p>Done</p>
<p><u>COMMITTEE REPORTS</u> Draft Sustainability Committee minutes May 12/14 and recommendation to Council: "THAT Council approves, subject to availability of funding, an expenditure of \$300-\$500 for prizes for a school poster contest for the purpose of educating and promoting the new recycling program in our community."</p>	<p>Recommendation approved as presented. C/ Huddlestan to proceed with poster contest</p> <p>REGULAR COUNCIL MEETING February 11, 2014</p>	<p>C/H</p>	
<p>C/Tidbury re: Wolves and CO office response</p>	<p>Staff to contact the local Conservation Officer regarding wolf sightings and advise on their response to the calls</p>	<p>RD</p>	<p>Waiting for Conservation Officer</p>
<p>Deputy Mayor Hemphill re: Kwakiutl band logging protest & request to distribute information</p>	<p>District of Port Hardy to send a letter to the Kwakiutl Band and request a meeting to discuss and understand the issues regarding the recent Kwakiutl Band logging protest.</p>	<p>RD</p>	<p>Underway</p>

	<p align="center">REGULAR COUNCIL MEETING December 10, 2013</p>		
<p>Airport WasteWater Treatment Plant</p>	<p>Adopted in principal Opt 3 in Stantec report: Divert AWWTP flows to Town Plant -Advise MOE -Investigate funding partners</p>	<p>TK</p>	<p>Postponed by Min. of Environment due to internal reorganization. May 1/14</p>
	<p align="center">REGULAR COUNCIL MEETING November 12, 2013</p>		
<p align="center">ITEM</p>	<p align="center">ACTION</p>	<p align="center">WHO</p>	<p align="center">STATUS /COMMENTS</p>
<p>David Pratt, Harbour Manager, re: Spring and Summer Report for 2013</p>	<p>Staff directed to review the recommendation by the Harbour Manager for the development of a contractual agreement between the District and a towing company to ensure consistency in towing practices for 2014.</p>	<p>D. Pratt Harbour Manager</p>	<p>Developing Tender</p>
	<p align="center">REGULAR COUNCIL MEETING May 7, 2013</p>		
<p align="center">ITEM</p>	<p align="center">ACTION</p>	<p align="center">WHO</p>	<p align="center">STATUS /COMMENTS</p>
<p>Interpretive signage at Carrot Park.</p>	<p>Subject to review of sign content, the District to fund \$2,532.60 for installation of the information stands along the seawall in Carrot Park. Advise PW</p>	<p>PS</p>	<p>Ongoing: Working with Downtown Revitalization Committee and C/Hemphill on final concepts</p>
	<p align="center">REGULAR COUNCIL MEETING April 9, 2013</p>		
<p align="center">ITEM</p>	<p align="center">ACTION</p>	<p align="center">WHO</p>	<p align="center">STATUS /COMMENTS</p>
<p>Cenotaph Project</p>	<p>Prepare grant application. Bring to Council for further consideration</p>	<p>PS</p>	<p>Delayed due to sudden cancellation of funding program by federal government</p>



DISTRICT OF PORT HARDY
RECEIVED

JUL - 3 2014

June 25, 2014

Deputy Mayor and Council
District of Port Hardy
Box 68
Port Hardy, B.C. V0N 2P0

Dear Deputy Mayor and Council,

Many businesses and locals don't know the full role of the Port Hardy Visitor Centre in our community. The Port Hardy Visitor Centre hosts local events, assists non-profit organizations in promotions, provides donations and administrative support to community groups, and works year-round to promote the community of Port Hardy and its businesses.

On the administrative front, the Port Hardy Chamber of Commerce manages the contract from the District of Port Hardy and Destination BC to run the Visitor Centre, and usually employs five seasonal student Visitor Information Counselors from May through September. These positions including two jobs aboard B.C. Ferries' Northern Expedition ferry route to all points North. The primary responsibility of the VIC councillors is to promote our community, region and businesses to guest and locals alike during the active summer months, and is an excellent summer employment opportunity for high-school students and returning students from College and University.

A large portion of the funding for summer jobs at the Visitor Information Centre has historically come from Student Funding through Service Canada. In the last few years we have seen changes to the grant application and approvals process, and this year like many Visitor's Centres province wide, we were not granted funding despite being eligible. After reviewing the financial considerations of running two Visitor Centres, one locally and one aboard the Northern Expedition, it was decided that due to the unexpected loss of our student funding the onboard travel advisor program would have to be cancelled this year. This was a difficult operational decision for the Chamber of Commerce, as we see the Onboard Travel Advisor position to be a vital link between thousands of passengers on the Northern Ferry routes and our local services. We have worked to mitigate the impact of the lost jobs on BC Ferries by providing reference guides and promotional materials to clients & visitors which includes information on accommodations, attractions, business directories, event schedules, and transportation information to ensure that travelers are aware and informed of area services. Running this program at a loss would have seriously inhibited our ability to run the local Port Hardy Visitor Centre, however the fiscal shortfall does not end with the cancellation of the BC Ferries program. The Port Hardy Visitor Information Centre is also affected by the loss of student funding. Our centre, which is normally run with three

students is restricted to hiring one student for the months of July and August. We have also had to delay beginning our summer seasonal hours. Historically the Visitor Centre is open 6 days a week in June; however 2014 saw a one day a week reduction in service, which means we were open 9-5 Monday to Friday until July 1st. As previously mentioned, the Service Canada changes have affected numerous Visitor's Centres and left many communities struggling to overcome the shortfall.

Last year the Visitor Centre assisted and directed more than 14,000 visitors in Port Hardy. In 2013 (YE December) Port Hardy received approximately 2,161 domestic overnight parties and 1,219 domestic day trip parties. We saw a 10% increase in stays extending past a week and a 80% increase in stays extending 2 weeks. We assisted an additional 2,150 visitors on the Onboard Traveller program on BC Ferries seeing an overall 1.5% increase in visitors we interacted with onboard.

The staff at the Visitor Centre and Chamber are committed to providing the best local service we can and promoting our businesses and community to the fullest extent.

We realize like ourselves that the District of Port Hardy has a set budget for all expenditures and projects for the year. This unexpected loss in funding and the inability to find funding elsewhere has left us in a very difficult position that was not forecasted. We are inquiring if the District would support the Visitor Centre with funding for our summer hire. We are looking for funding for the amount of \$1600.00. This would alleviate some pressure on our budget and assist our operations in the high season to be open 7 days a week for the Visitor Centre. All employees right now are assisting in covering the shortfalls in man power, having the summer student makes scheduling, hours and wages more feasible.

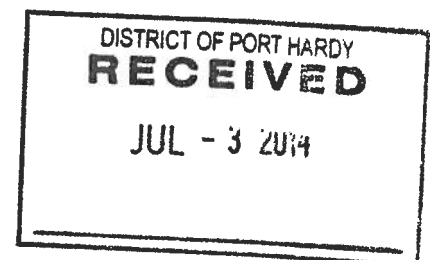
We have taken corrective action to improve our grant application so that we score higher on the priority list with Service Canada. We realize that this funding isn't guaranteed and are working over the course of the remaining year, to find additional summer student funding and project for this shortfall in our budget. We appreciate any consideration or support that the District of Port Hardy may be able to provide.

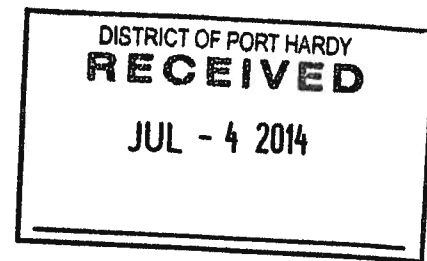
Sincerely,



Carly Pereboom, Executive Director
Port Hardy Chamber of Commerce

-30-





June 26, 2014

Ref: 155838

Her Worship Mayor Debbie Huddleston
District of Port Hardy
PO Box 68
Port Hardy, BC V0N 2P0

Dear Acting Mayor Huddleston:

We are writing in our capacities as Minister of Community, Sport and Cultural Development and Minister of Agriculture, regarding issues relating to medical marihuana production in British Columbia.

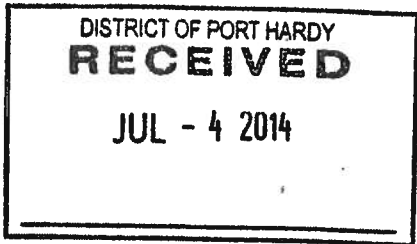
Many local governments have expressed concern regarding the potential establishment of medical marihuana production facilities in our communities, under the new federal regulations. Some local governments and stakeholders have written expressing an array of concerns, the most common messages concerning the exclusion of these facilities from qualifying for provincial farm class and if they would be considered an allowable farm use.

These concerns have been taken seriously and we understand that the establishment of these facilities within your communities will have a potential impact on services and costs. We brought your concerns to the attention of Honourable Christy Clark, Premier, and our Cabinet colleagues in the context of a larger discussion about medical marihuana production in the province.

After careful consideration, we are pleased to inform you that the Province of British Columbia has made a decision to implement a regulatory change that excludes medical marihuana, and any other federally regulated narcotic, from being eligible for farm classification for property assessment and tax purposes. This decision to treat medical marihuana as a restricted narcotic substance and a pharmaceutical is also consistent with the Province of Alberta. This change will apply to facilities located on both Agricultural Land Reserve (ALR) and non ALR lands.

In addition, please be advised that the Province will continue to view medical marihuana production facilities as an allowable farm use on ALR lands. The Ministry of Agriculture's policy position is that local governments should not prohibit medical marihuana production in the ALR. Any local government that has passed or is considering bylaws that address the issue of medical marihuana production within its boundaries may wish to seek legal counsel, as enacting such a bylaw may give rise to a constitutional challenge as frustrating a lawful initiative of the federal government. This is consistent with the position of the Agricultural Land Commission's updated Information Bulletin from January 2014 (http://www.alc.gov.bc.ca/publications/ALC_Info_Bulletin_Marihuana_Amended_Jan_2014.pdf).

.../2



Her Worship Mayor Debbie Huddleston
Page 2

Any applicant for a license must comply with all federal requirements including security and building standards, as well as local bylaws regulating site-specific requirements.

Consistent with British Columbia government policy, the Minister of Agriculture does not intend to approve any bylaw that would prohibit the production of medical marihuana in the ALR.

The Ministry of Agriculture will, however, offer guidance to local governments on the degree in which one of their farm bylaws could regulate medical marihuana production in the ALR through a Minister’s Bylaw Standard specific to the production of medical marihuana on ALR land and will involve local governments in the development of those standards.

Minister’s Bylaw Standards establish standards for the guidance of local government in the preparation of various bylaws affecting agriculture. Examples of current Minister’s Bylaw Standards include:

- o Building setbacks from lot lines
- o Maximum lot coverage
- o Maximum building heights

More information about Minister’s Bylaw Standards is available on the Ministry of Agriculture’s website at: [www.al.gov.bc.ca/resmgmt/sf/guide to bylaw development/Guide to ByLaw Dev index.htm](http://www.al.gov.bc.ca/resmgmt/sf/guide%20to%20bylaw%20development/Guide%20to%20ByLaw%20Dev%20index.htm).

Overall, we believe this decision reflects a balanced approach, which considers the interests of the federally licensed facility operators, the interests of the agricultural sector and the purpose of the Agricultural Land Reserve, and the concerns of local governments and communities. Also, enclosed for your reference are the Information Bulletin and Backgrounder (see: <http://www.newsroom.gov.bc.ca/2014/06/bc-preserves-local-governments-tax-revenues-from-medical-marijuana-growers.html>).

Sincerely,

Coralee Oakes
Minister of Community, Sport
and Cultural Development

Norm Letnick
Minister of Agriculture

Enclosures



INFORMATION BULLETIN

For Immediate Release
2014CSCD0039-000862
June 24, 2014

Ministry of Community, Sport and Cultural Development
Ministry of Agriculture

B.C. preserves local governments' tax revenues from medical marijuana growers

VICTORIA – The Government of British Columbia is excluding federally-licensed medical marijuana production from the list of agricultural uses that qualify for farm classification for assessment and property tax purposes.

The decision will ensure local governments do not lose potential property tax revenues from the Health Canada licensed-production facilities.

Medical marijuana is a federally-regulated narcotic produced by licensed operators in British Columbia. There are currently five federally-licensed facilities in British Columbia.

B.C.'s position takes into consideration the nature of the highly-regulated and secure facilities, and is consistent with the approach being taken in neighbouring Alberta.

The Government of British Columbia will also continue to view medical-marijuana production as an allowable farm use within the Agricultural Land Reserve that should not be prohibited by local government bylaws. This is consistent with the Agricultural Land Commission's interpretation of the Agricultural Land Commission Act.

Federal regulations for medical marijuana came into effect April 1, 2014. The exclusion from farm classification for property tax purposes will take effect for property assessments in the 2015 taxation year.

Media Contacts:

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Connect with the Province of B.C. at: www.gov.bc.ca/connect



BACKGROUND

For Immediate Release
2014CSCD0039-000862
June 24, 2014

Ministry of Community, Sport and Cultural Development
Ministry of Agriculture

Eligibility for farm classification for property tax purposes

In British Columbia, the BC Assessment Act specifies which farm uses qualify for farm classification for property tax assessment purposes. If the income derived from these qualifying uses meets the prescribed levels, the land and buildings in which the activities are carried out may be eligible for certain tax benefits. Farm class confers significant benefits to a property through low land values, reduced tax rates, PST exemptions and exemptions on farm buildings of up to 87.5% of value.

The B.C. government has amended the farm class regulation to exclude federally-licensed medical marijuana production facilities as a qualifying farm product for assessment and taxation purposes. This means the facilities would not be eligible for the benefits of farm classification. The regulatory amendment will take effect in the 2015 property taxation year.

There are already approved activities on Agricultural Land Reserve (ALR) land that are not eligible for farm classification for assessment and property tax purposes. Excluded products and activities include farm or ranch tourism operations; sand and gravel extraction operations and winery and cidery facilities.

Facilities are accepted farm use within Agricultural Land Reserve

Licensed medical marijuana production facilities may be located on both provincial ALR and non-ALR lands, subject to local government zoning and other site requirements. The Agricultural Land Commission has determined that medical marijuana production is consistent with the definition of a farm use under the Agricultural Land Commission Act. However, as a federally-regulated narcotic, it will not be eligible for farm classification for property tax purposes. Consistent with the federal government's direction and the Agricultural Land Commission's position, and based on legal guidance, the Province agrees local governments should not prohibit medical marijuana production in the ALR.

Local governments looking to propose a bylaw prohibiting medical marijuana may wish to seek legal counsel as enacting such a bylaw may give rise to a constitutional challenge as frustrating a lawful initiative of the federal government.

Health Canada licensed facilities:

Since 2001, Health Canada has granted access to marijuana for medical purposes to Canadians who have had the support of their physicians. In June 2013, the Government of Canada introduced new regulations that treat medical marijuana as a controlled narcotic and created a new commercial industry that is responsible for its production and distribution. As of April 1, 2014, the only way to access medical marijuana for medical purposes is through commercial, licensed productions.

The federal government requires licensed producers to maintain specific security measures, including a detailed description of the measures and floor plans of the site, and to meet local government requirements as a condition of their license. As of May 5, 2014, five licenses have been issued to producers in Central Saanich, Maple Ridge, Whistler, Nanaimo and Spallumcheen.

Quick Links:

Health Canada (Medical Use of Marijuana): www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php

BC Assessment: www.bcassessment.ca/Pages/default.aspx

Agricultural Land Commission: <http://www.alc.gov.bc.ca>

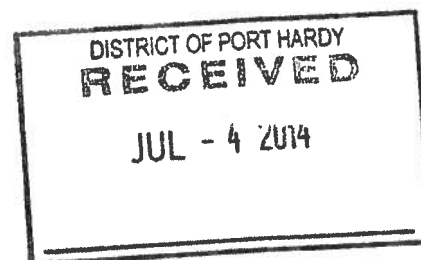
[http://www.alc.gov.bc.ca/publications/ALC Info Bulletin Marijuana Amended Jan 2014.pdf](http://www.alc.gov.bc.ca/publications/ALC%20Info%20Bulletin%20Marijuana%20Amended%20Jan%202014.pdf)

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**DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE
MINUTES OF THE MEETING HELD
JUNE 19, 2014**

Call to Order: Chair Councillor John Tidbury

Time: 4:00 pm

Present: Chair: Councillor John Tidbury
Councillors Rick Marcotte, Debbie Huddleston

Also Present: Rick Davidge, Chief Administrative Officer
Trevor Kushner, Director of Operational Services
Dave Pratt, Wharf Manager
Mark Hutchinson, Assistant Wharf Manager
Leslie Driemel, Recording Secretary
Schell Nickerson, Fire Chief (4:20 pm)

DRAFT

Citizens: None

OP SCVS
2014-016
AGENDA
APPROVED AS
PRESENTED

1. Approval of Agenda

Moved/Seconded/Carried

THAT the agenda be approved as presented.

2. Minutes

Minutes of the Operational Services Committee meeting held May 15, 2014.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee meeting held May 15, 2014 be approved as presented.

OP SCVS
2014-017
MINUTES MAY
15/14 APPROVED

3. Delegation

Mr. David Connor (Starfish Charters) re: Charter Boat Operators and Assigned Moorage at Fishermans Wharf.

DELEGATION
MR. D. CONNOR
RE: CHARTER
BOATS &
ASSIGNED
MOORAGE AT
FISHERMANS
WHARF.

Mr. Connor requested designated moorage for fishing charter boat operators at Fishermans Wharf. His proposal included each charter company's moorage location would include named signage and be reserved from 3:00 pm to 6 am daily. Mr. Connor also noted: that such designation and signage is seen on other jurisdictions; it would add a professional air to the charter boat area; the fishing charter business is a large part of the tourism industry in our community. Mr. Connor commented that 'traditional' charter boat moorage spots are often held and left open by locals and other operators.

The Committee discussed with Mr. Connor

- using one finger wharf for the charter boat operators,
- charter boat operators having current business licences
- number of charter boat operators wanting the service
- enforcement of designated spots by wharf staff
- paying extra for designated moorage

Chair Tidbury thanked Mr. Connor for attending the meeting and advised District staff would be in touch with him in the future.

Chair Tidbury requested comments and discussion from District staff as well as Dave Pratt, Wharf Manager and Mark Hutchinson, Assistant Wharf Manager.

Discussion included:

Advantages of designated moorage

- segregating types of vessels (charter boat from commercial)
- possibility of increased revenues with estimate of up to 25 operators wanting designated moorage.

Disadvantages of designated moorage:

- competition with local marinas
- extra work in enforcement including liability and insurance issues if other vessels in designated spots require moving,
- other type of operators wanting designated space (commercial fishers)
- timelines needed in implementing designated moorage

Utilizing Bear Cove Marina

- onsite caretaker there in the summer months
- Operators could lease space, provide their own finger wharf and carry their own insurances.
- Mr. Pratt noted that Bear Cove Marina, under grant funding agreements, cannot start to charge for moorage until 2015. T

Mr. Pratt advised he had prepared a report some time ago for Council on designated moorage and will circulate it to the Committee members.

The Committee tabled further discussion on the request for designated moorage until the report from Mr. Pratt is reviewed.

The Operational Services Committee recommends 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.

4. Business Arising / Unfinished Business

a. Port Hardy Fire Rescue Action Items - Update from Fire Chief

Fire Chief Schell Nickerson reviewed the Port Hardy Fire Rescue Action Items

- Bollards – to be done at Hall #1 when flag pole installed.
- Flag pole – base found, T. Kushner advised cost about \$1,500 to install. Fire Chief to request Operational Services install the pole and it will be scheduled.
- Road side flagging – 4 members now certified to teach emergency scene traffic control. Discussion on request need for a District policy allowing PHFR to call out flaggers. R. Davidge, CAO advised a policy is not necessary – any costs associated would be charged to appropriate District budget or agency.
- Compressor – purchase completed, installation completed by end of June
- Digital Radio – frequency and tone codes for District repeater needed. The Director of Operational Services advised they have been emailed.

ACTION ITEMS
REVIEW

PORT HARDY
FIRE RESCUE
ACTION ITEMS

DRAFT

ACTION ITEMS

WASTEWATER
TREATMENT
PLANT SLUDGE

NEXT MEETING
DATE

OP SCVS
2014-015
ADJOURNMENT

b) T. Kushner re: Wastewater Treatment Plant Sludge

T. Kushner distributed a spreadsheet regarding Vancouver Island sludge disposal cost comparison by Regional Districts. It was noted that the tipping fees of the Regional District of Mt. Waddington on the lower end of those presented but that trucking and other costs, bring the District's total cost of sludge disposal into the \$100 range.

c) Carnarvon Park

T. Kushner advised small cleanups have been done by Public Works but vehicle parking in the area is an issue. Discussion included calling in the RCMP to check for expired insurance and issuing traffic warning tickets. T. Kushner advised he will short list suitable playground equipment for the site and bring to the next meeting.

The Committee requested K. Minar be invited to the next meeting.

e) MTSA Agreements

R. Davidge CAO advised no progress has been made on Municipal Type Service Agreements with the Kwakiutl and Gwa'sala-'Nakwaxda'xw First Nations.

f) Handicapped Parking at Seniors Complex – T. Kushner advised the line painting will be done after the construction of the new medical building.

5. Correspondence

None

6. Staff Reports

a. Report from T. Kushner, Dir. Operational Services (May 22/14) re: Update on New Public Works Site.

T. Kushner reviewed the report by Hecate Consulting and advised the revenue from the sale of timber on the property was higher than expected. It was suggested the project move forward using the timber sale funds to remove windrowed stumps to the District stump dump prior to the surveying of the property. Hauling would be contracted out and the Public Works staff would pile at the dump site. Having the stumps removed prior to the surveyors work would decrease their time and costs to the District.

The Committee recommends to Council:

“THAT Council authorizes the Director of Operational Services to proceed with the removal of the stumps from the new public works site to the District stump dump, with funding to come from the sale of timber on the property.”

7. New Business

a. Commercial Water meter at 4990 Beaver Harbour Road.

T. Kushner advised the property owner at 4990 Beaver Harbour road has concerns regarding the commercial water meter installed 2+ years ago, the number of units being charged for, residential vs. commercial water rates and designation at the

DRAFT

property. The meter was installed, invoiced to the customer but the customer has not been billed for metered water. The owner would like the meter removed.

The Committee was advised that staff is reviewing meter rates.

T. Kushner was requested to advise the property owner that a new meter rate will be adopted in the 2015 rates and fees bylaw. All meters installed will remain.

b) Boulevard from Granville Street to Pine Drive

Councillor Huddlestan raised concerns regarding the lack of upkeep on the boulevard from Granville Street to Pine Drive.

T. Kushner advised there are site line issues, overgrown grasses and trees have been destroyed from the boulevard. The area will be landscaped back to lawn, one section at a time, as operational requirements allow.

8. Next Meeting Date Thursday July 17, at 4:00 pm
August meeting has been cancelled

Upcoming Meeting dates: September 18, October 16, November 20,
December 18

9. Adjournment
THAT we adjourn Time: 5:00pm



Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004080	05/06/2014	00044	ACKLANDS - GRAINGER INC.	647.42	
004081	05/06/2014	02904	ACS - Armbrust Computer	160.00	
004082	05/06/2014	02514	AlSCO	646.45	
004083	05/06/2014	00829	ANA'S HARDY CLEAN	2,487.89	
004084	05/06/2014	00047	B.C. HYDRO	31,104.47	
004085	05/06/2014	00281	CHEVRON CANADA LTD.	1,655.35	
004086	05/06/2014	01433	COMOX PACIFIC EXPRESS LT	134.50	
004087	05/06/2014	01982	DIGITAL POSTAGE ON CALL	1,575.00	
004088	05/06/2014	01476	DOR-TEC SECURITY LTD.	115.25	
004089	05/06/2014	00233	FINNING (CANADA)	121.59	
004090	05/06/2014	00099	FOX'S DISPOSAL SERVICES	1,433.48	
004091	05/06/2014	01860	GREYHOUND COURIER EXPRES	62.71	
004092	05/06/2014	00063	HOME HARDWARE BUILDING C	18,163.18	
004093	05/06/2014	00065	K & K ELECTRIC LTD.	1,472.24	
004094	05/06/2014	02600	Kushner, Trevor	183.84	
004095	05/06/2014	00271	LIFESAVING SOCIETY	437.22	
004096	05/06/2014	00069	MACANDALE'S	614.20	
004097	05/06/2014	01777	MCCARRICK,ALLISON	35.00	
004098	05/06/2014	00014	MINISTER OF FINANCE	3,181.00	
004099	05/06/2014	00304	MONK OFFICE	72.34	
004100	05/06/2014	01014	NICKERSON, SCHELL	35.00	
004101	05/06/2014	01559	NORTH ISLAND LABORATORIE	231.00	
004102	05/06/2014	02749	Orach Enterprises Ltd.	2,084.85	
004103	05/06/2014	00013	PACIFIC BLUE CROSS	9,115.12	
004104	05/06/2014	00769	Praxair Distribution	11,332.24	
004105	05/06/2014	00080	PUROLATOR INC.	328.01	
004106	05/06/2014	00187	REGIONAL DISTRICT OF MT	51,451.53	
004107	05/06/2014	01990	ROAD RANGER FREIGHT/0702	32.34	
004108	05/06/2014	02100	ROCKY MOUNTAIN PHOENIX	577.92	
004109	05/06/2014	02935	Roper Greyell LLP	3,791.77	
004110	05/06/2014	00160	TELUS	3,025.61	
004111	05/06/2014	00150	THE SOURCE	11.20	
004112	05/06/2014	02235	Top Island Traffic Servi	115.50	
004113	05/06/2014	02486	Trapeze Communications I	315.00	
004114	05/06/2014	02321	TWOFOURONE Consulting Lt	466.80	
004115	05/06/2014	01773	UNIVAR CANADA LTD.	3,541.53	
004116	05/06/2014	00177	UPS CANADA LTD.	224.31	
004117	05/06/2014	01661	Urban Systems Ltd	315.00	
004118	05/06/2014	02850	VWR International Co.	158.27	
004119	05/06/2014	00164	Xerox Canada Ltd.	2,065.50	
004120	11/06/2014	00044	ACKLANDS - GRAINGER INC.	74.69	
004121	11/06/2014	01836	ARIES SECURITY LTD.	3,459.75	
004122	11/06/2014	02207	Blanchard Security	388.27	
004123	11/06/2014	01805	BUSY B'S DISTRIBUTING	148.10	
004124	11/06/2014	00218	DB PERKS AND ASSOCIATES	206.37	
004125	11/06/2014	02937	Epic Polymer Systems	1,758.62	
004126	11/06/2014	02557	Frontline Glass Solution	62.61	
004127	11/06/2014	00194	INT'L UNION OPERATING EN	800.00	
004128	11/06/2014	00253	Keta Cable	133.20	
004129	11/06/2014	00069	MACANDALE'S	56.70	
004130	11/06/2014	02007	MARSHALL WELDING AND FAB	1,848.00	
004131	11/06/2014	00033	NAPA AUTO PARTS/PORT HAR	70.65	
004132	11/06/2014	02555	Nomeland, Candace	250.00	
004133	11/06/2014	02006	NORTH ISLAND TRACTOR	207.84	
004134	11/06/2014	00027	NORTH ISLAND VETERINARY	382.67	
004135	11/06/2014	00217	ORKIN CANADA CORPORATION	72.45	
004136	11/06/2014	00080	PUROLATOR INC.	43.95	
004137	11/06/2014	00107	RECEIVER GENERAL FOR CAN	24,072.94	
004138	11/06/2014	00164	Xerox Canada Ltd.	921.61	
004139	19/06/2014	00044	ACKLANDS - GRAINGER INC.	425.69	
004140	19/06/2014	00046	ANDREW SHERET LTD.	2,715.09	
004141	19/06/2014	01058	APLIN & MARTIN CONSULTAN	82,948.52	
004142	19/06/2014	00047	B.C. HYDRO	200.00	
004143	19/06/2014	02054	BARR PLASTICS INC.	10,499.95	
004144	19/06/2014	01145	BLACK CAT REPAIRS	738.67	
004145	19/06/2014	02468	Canwest Propane	829.67	
004146	19/06/2014	00281	CHEVRON CANADA LTD.	4,735.16	
004147	19/06/2014	01433	COMOX PACIFIC EXPRESS LT	338.36	
004148	19/06/2014	00739	CROCKER EQUIPMENT	1,290.25	
004149	19/06/2014	02730	CUPE Local 401	457.59	
004150	19/06/2014	00054	DAVE LANDON MOTORS LTD.	999.09	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004151	19/06/2014	02140	DOUG LLOYD CONTRACTING	133.35	
004152	19/06/2014	02703	Dye & Durham Corporation	37.78	
004153	19/06/2014	00020	E.J. KLASSEN MOTORCADE L	859.71	
004154	19/06/2014	00099	FOX'S DISPOSAL SERVICES	392.75	
004155	19/06/2014	02373	Gooding, Mariene	600.00	
004156	19/06/2014	01860	GREYHOUND COURIER EXPRES	44.22	
004157	19/06/2014	02945	Hanacek, Megan	75.00	
004158	19/06/2014	00052	HARDY BUILDERS' SUPPLY	1,117.89	
004159	19/06/2014	00063	HOME HARDWARE BUILDING C	43.15	
004160	19/06/2014	02069	IMMEDIATE IMAGES INC.	103.95	
004161	19/06/2014	00194	INT'L UNION OPERATING EN	1,782.19	
004162	19/06/2014	00039	ITS INTERPROVINCIAL TRAF	1,229.76	
004163	19/06/2014	02936	J.D. PETROLEUM LTD.	484.08	
004164	19/06/2014	02089	JOHNSEN, ROBERT	300.00	
004165	19/06/2014	00065	K & K ELECTRIC LTD.	3,515.55	
004166	19/06/2014	02600	Kushner, Trevor	153.12	
004167	19/06/2014	00069	MACANDALE'S	469.51	
004168	19/06/2014	02072	MARINE HARVEST CANADA IN	500.00	
004169	19/06/2014	00304	MONK OFFICE	108.64	
004170	19/06/2014	00033	NAPA AUTO PARTS/PORT HAR	228.90	
004171	19/06/2014	01645	NORTH ISLAND COMMUNICATI	241.50	
004172	19/06/2014	01559	NORTH ISLAND LABORATORIE	115.50	
004173	19/06/2014	02006	NORTH ISLAND TRACTOR	17.01	
004174	19/06/2014	00122	Northcall Communications	73.92	
004175	19/06/2014	00075	O.K. TIRE STORE (PORT HA	40.27	
004176	19/06/2014	02749	Orach Enterprises Ltd.	1,501.62	
004177	19/06/2014	02071	PACIFICUS BIOLOGICAL SER	10,919.83	
004178	19/06/2014	00267	PETTY CASH (POOL)	231.25	
004179	19/06/2014	01414	PORT HARDY CHRISTIAN FEL	400.00	
004180	19/06/2014	00406	PORT HARDY FIREFIGHTERS	400.00	
004181	19/06/2014	00240	QUATSE READY MIX	837.90	
004182	19/06/2014	00107	RECEIVER GENERAL FOR CAN	21,771.51	
004183	19/06/2014	01688	SCHOONER, GLENNA	250.00	
004184	19/06/2014	02383	Sutton, Tracey	95.08	
004185	19/06/2014	00161	TELUS MOBILITY (BC)	1,168.64	
004186	19/06/2014	02923	The Flag Shop - Victoria	2,226.55	
004187	19/06/2014	00089	THE HOBBY NOOK	104.66	
004188	19/06/2014	00011	Tidbury, John	39.36	
004189	19/06/2014	02717	Tourism Association of V	116.03	
004190	19/06/2014	02837	Waterhouse Environmental	5,998.72	
004191	19/06/2014	00164	Xerox Canada Ltd.	15.95	
004192	19/06/2014	02253	Your Dollar Store With M	511.00	
004193	26/06/2014	00735	A.C.E. COURIER SERVICES	143.30	
004194	26/06/2014	00044	ACKLANDS - GRAINGER INC.	134.65	
004195	26/06/2014	02718	Aero Geometrics Ltd.	735.00	
004196	26/06/2014	02514	Alsco	258.58	
004197	26/06/2014	01184	AON REED STENHOUSE INC.	5,000.00	
004198	26/06/2014	01058	APLIN & MARTIN CONSULTAN	18,239.69	
004199	26/06/2014	00097	BAZETT LAND SURVEYING IN	3,360.00	
004200	26/06/2014	01145	BLACK CAT REPAIRS	353.92	
004201	26/06/2014	00073	BLACK PRESS GROUP LTD.	1,218.21	
004202	26/06/2014	02399	CaseWare International I	307.13	
004203	26/06/2014	00281	CHEVRON CANADA LTD.	2,371.55	
004204	26/06/2014	01433	COMOX PACIFIC EXPRESS LT	314.80	
004205	26/06/2014	01852	Filomi Days Committee	10,000.00	
004206	26/06/2014	01680	Fisher, Patricia	15.00	
004207	26/06/2014	00058	GUILLEVIN INTERNATIONAL	991.77	
004208	26/06/2014	02878	Irwin Air Ltd	6,344.99	
004209	26/06/2014	01875	ISLAND ADVANTAGE DISTRIB	2,412.43	
004210	26/06/2014	02796	Jones, Daniel	50.00	
004211	26/06/2014	00065	K & K ELECTRIC LTD.	907.67	
004212	26/06/2014	01435	KEVIN MCINTYRE ENTERPRIS	7,875.00	
004213	26/06/2014	00040	MINISTER OF FINANCE (SCH	592,746.77	
004214	26/06/2014	01559	NORTH ISLAND LABORATORIE	563.86	
004215	26/06/2014	00369	PICKWICK, MICHAEL	816.79	
004216	26/06/2014	00080	PUROLATOR INC.	33.57	
004217	26/06/2014	02100	ROCKY MOUNTAIN PHOENIX	2,436.48	
004218	26/06/2014	02203	STANTEC CONSULTING LTD.	10,200.90	
004219	26/06/2014	00644	VAN KAM FREIGHTWAYS LTD.	1,291.22	
				Total:	1,023,037.22



DISTRICT OF PORT HARDY
Statement of Financial Information
For the year ended December 31, 2013



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Checklist - Statement of Financial Information (SOFI)

Audited Financial Statements

Schedule of Guarantee and Indemnity Agreements

Schedule of Remuneration and Expenses

Statement of Severance Agreements

Schedule of Goods and Services

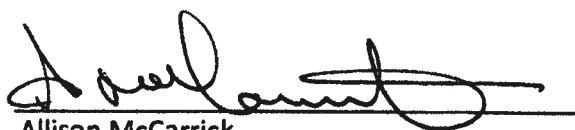
Permissive Tax Exemptions

Management Report


Approval of Financial Information

DISTRICT OF PORT HARDY
Statement of Financial Information Approval
For year ended December 31, 2013

The undersigned, as authorized by the *Financial Information Regulation*,
Schedule 1, subsection 9(2), approves all the statements and schedules
included in this Statement of Financial Information, produced under the *Financial
Information Act*.



Allison McCarrick
Director of Financial Services
May 12, 2014

 (Jessie Hemphill)
for

for Bev Parnham
Mayor
May 12, 2014

DISTRICT OF PORT HARDY
Schedule of Remuneration and Expenses
For year ended December 31, 2013

Elected Officials		<u>Remuneration</u>	<u>Expenses</u>
Parnham, Beverly	Mayor	24,264	11,610
Huddlestan, Deborah	Councillor	7,077	4,956
Shaw, Nikki	Councillor	12,132	5,890
Hemphill, Jessie	Councillor	12,132	4,402
Marcotte, Bruce	Councillor	12,132	6,774
Tidbury, John	Councillor	12,132	6,834
Dorward, Janet	Councillor	12,132	4,486
Huddlestan, Allan	Councillor	3,033	
		<u>\$ 95,034</u>	<u>\$ 44,952</u>

Employees

Davidge, Richard	Chief Administrative Officer	122,135	11,334
Kushner, Trevor	Director of Operations	98,302	1,291
Long, Jeffrey	Director of Corporate Services	87,197	1,207
McCarrick, Allison	Director of Finance	80,746	1,920
Consolidated total of other employees with remuneration and expenses of \$75,000 or less		<u>1,333,463</u>	<u>25,908</u>
		<u>\$ 1,721,843</u>	<u>\$ 41,660</u>

Reconciliation

Elected officials' total remuneration	\$ 95,034
Employees' total remuneration	<u>1,721,843</u>
	1,816,877

Variance	332,474
Total per consolidated financial statements	<u><u>\$ 2,149,351</u></u>

Payroll variance

Overhead is included in the Financial Statements but not in the T-4 remuneration. Employer statutory contributions account for the balance of

DISTRICT OF PORT HARDY
Statement of Severance Agreements
For year ended December 31, 2013

There were no severance agreements under which payment commenced between the District of Port Hardy and its non-unionized employees during fiscal year 2013.

DISTRICT OF PORT HARDY
Schedule of Payments Made to Suppliers
For year ended December 31, 2013

Suppliers who received aggregate payments exceeding \$25,000

Ana's Hardy Clean	28,126.99
Aries Security Ltd.	38,583.34
BC Hydro	287,092.93
Canwest Propane	25,140.13
Chevron Canada Ltd.	86,295.83
Coastal Community Insurance Services	161,193.00
EPCOR Utilities Inc.	1,315,282.21
Fox's Disposal Services Ltd.	211,876.35
Guillevin International Co.	32,386.55
I.C.B.C.	31,095.48
JM's Mobile Welding	25,760.03
K & K Electric	70,485.07
Lumca Inc.	30,870.00
Marshall Welding and Fabricating	43,760.05
Mike Buttle Services Ltd.	120,225.00
Minister of Finance	34,800.67
MNP	44,100.00
Municipal Insurance Association of BC	61,144.40
Municipal Pension Plan	241,955.00
O.K. Paving Company	251,643.00
Pacific Blue Cross	62,991.16
Pacific Industrial & Marine Ltd.	145,767.93
Pacificus Biological Services Ltd.	203,648.81
Q.N.P.C. Ltd.	219,552.87
Receiver General for Canada	472,338.04
Strategic Forest Management Inc.	107,005.50
Telus	34,741.75
Temple Consulting Group Ltd.	28,320.77
Tuff Marine Products Ltd.	95,466.88
Waterhouse Environmental Services Corp.	34,874.17
Welmar Recreation Products	165,821.62
Total paid to suppliers who received aggregate payment of \$25,000 or more	<u>4,712,345.53</u>
Total paid to suppliers who received aggregate payments of \$25,000 or less	1,085,076.74
Total of payments to suppliers for grants exceeding \$25,000	99,358.16
Less: expenses paid on behalf of elected official & employees	<u>(86,611.53)</u>
Total	<u>5,810,168.90</u>
Reconcile:	
Total aggregate payments exceeding \$ 25,000	4,712,345.53
Total consolidated payments of \$ 25,000 or less	<u>1,097,823.37</u>
	<u>5,810,168.90</u>
Expenditures from Statement B of the financial statements	7,722,745.00
Adjustments - including amortization and capital project expenditures	<u>1,912,576.10</u>
	<u>5,810,168.90</u>

DISTRICT OF PORT HARDY
 Schedule of Property Tax Permissive Exemptions
 For year ended December 31, 2013

Organization	Total
Fort Rupert Curling Club	\$ 6,681
Grassroots Garden Society	392
North Island Crisis and Counseling Centre Society	3,621
Pentecostal Assemblies of Canada	3,375
Port Hardy Baptist Church	1,146
Port Hardy Chamber of Commerce	3,804
Port Hardy Congr Jehovah's Witnesses	1,296
Port Hardy Ecumenical Society	2,095
Port Hardy Heritage Society	4,486
Port Hardy Hospital Auxiliary	2,472
Rainbow Country Daycare Society	2,031
Royal Canadian Legion	2,244
Seventh Day Adventist Church	24,563
St. Bonaventure Catholic Church	1,792
Tri Port Motorsport Association	790
Vancouver Island Health Authority	53,047
	<u>\$ 113,834</u>

District of Port Hardy

Management Report

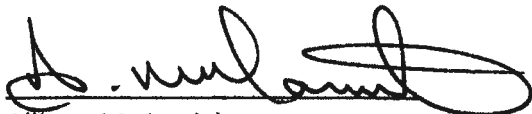
The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Municipal Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Council. Council reviews the financial statements on a monthly basis.

The external auditors, MNP, LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the *Act*. Their examination includes a review and evaluation of the District's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the records of the Municipality.

On behalf of the District of Port Hardy



Allison McCarrick

Director of Financial Services



DISTRICT OF PORT HARDY

BYLAW NO. 1027-2014

A Bylaw to Authorize and Provide for the collection of Garbage and Recyclable Materials

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

1. TITLE

This Bylaw shall be cited as "District of Port Hardy Garbage and Recycling Bylaw No. 1027- 2014".

2. DEFINITIONS

In this Bylaw:

ATTRACTANT means any substance that could be reasonably expected to attract domestic animals or wildlife including, but not limited to, food products, pet food, seeds, restaurant grease, and materials and containers which contain remnants of food.

COLLECTOR means the person or company with whom the District of Port Hardy has a contract for the collection and removal of garbage and recyclable materials in accordance with the provisions of this Bylaw, in whole or in part.

COMMERCIAL PREMISE means a building or part of a building utilized for the purposes of carrying on a commercial or industrial use, but shall not include a home occupation undertaken in a dwelling unit.

DISTRICT means the District of Port Hardy and, where the context requires, the Council of the District of Port Hardy, its servants and agents.

DWELLING, APARTMENT means a building divided into not less than three dwelling units with each dwelling unit having its principal access from an at-grade entrance(s) common to all dwelling units.

DWELLING, ATTACHED means a building divided into not less than three dwelling units with each dwelling unit having direct access to finished grade level.

DWELLING, CARRIAGE HOME means an accessory dwelling unit which is subordinate to and detached from the principal single detached dwelling on the same parcel.

DWELLING, DUPLEX means a building used or designed as two dwelling units, each with direct access to the outside at grade level, and are connected by a common wall when side by side and by a common floor when positioned one on top of the other.

DWELLING, SECONDARY SUITE means an accessory dwelling unit contained within and subordinate to the principal single detached dwelling on the same parcel.

DWELLING, SINGLE DETACHED means a building consisting of one dwelling having independent exterior walls but does not include a carriage home dwelling, float home dwelling or manufactured home dwelling.

DWELLING UNIT means one or more habitable rooms, constituting a self-contained unit with one or more separate entrances and containing cooking, eating, living, sleeping and sanitary facilities, for the purposes of human habitation.

ELIGIBLE DWELLING UNIT means a dwelling unit included in an attached dwelling, duplex dwelling, secondary suite dwelling, single detached dwelling, or carriage home dwelling, but shall not include

ELIGIBLE DWELLING UNIT means a dwelling unit included in an attached dwelling, duplex dwelling, secondary suite dwelling, single detached dwelling, or carriage home dwelling, but shall not include apartment dwellings, caretaker dwellings, or hotels, recreational vehicles, tourist cabins or similar temporary or transient accommodation.

ENVIRONMENTAL HEALTH OFFICER means any person appointed by Island Health to provide public health services within the District.

GARBAGE includes any and all rubbish, ashes, household waste, discarded matter, rejected, abandoned or discarded waste, attractants, tree branches having a diameter less than two inches, or garden / lawn waste that can be placed in a standard container or regulation garbage receptacle, but does not include materials generated by construction or demolition activities such as drywall, wood, roofing materials, etc.

HOTEL means a building in which rooms are maintained for the temporary accommodation of the travelling public. Hotel includes inn, hostel, motel and other similar forms of accommodation provided to the travelling public, but does not include campground or tourist cabin.

MUNICIPAL INSPECTOR means the Municipal Inspector for the District.

OCCUPIER means any person occupying a dwelling unit or commercial premise within the District, but shall not include a person who is a temporary boarder or lodger within a hotel or similar form of transient accommodation.

OWNER means, in respect of any parcel of land, the person registered as an owner on the current British Columbia Assessment Roll.

PARCEL means a district lot, lot, strata lot, block, or other area of land for which the title is legally described by the Land Title and Survey Authority of British Columbia, or into which it is subdivided under the *Land Title Act* or *Strata Property Act* or regulations thereof, and also includes the area of land prescribed by a Crown land tenure, such as a lease or license of occupation, issued by the Province of British Columbia to authorize the use of Crown land.

RECYCLABLE MATERIAL includes those materials that are included in the column titled "Examples of PPP Accepted" of Category 1 – Printed Papers, Category 2 – Old Corrugated Cardboard (OGC), Category 3(a) – Other Paper and Packaging (containing liquids when sold), Category 3(b) – Other Paper Packaging (not containing liquids when sold), Category 6 – Other Plastic Packaging and Category 7 – Metal Packaging, as listed on Schedule "A" attached to and forming part of this Bylaw.

REGULATION GARBAGE RECEPTACLE means a durable receptacle provided by an occupier for the purpose of storage and collection of garbage with a good fitting, water tight cover and a capacity of not more than seventy-seven (77) litres (2.72 cubic feet), or more than 25 kg when full. A regulation garbage receptacle may be used in conjunction with a plastic bag liner (garbage bag) for removal of garbage stored within.

REGULATION RECYCLING RECEPTACLE means a durable receptacle provided by an occupier for the purpose of storage and collection of recyclable materials with a good fitting, water tight cover and a capacity of not more than seventy-seven (77) litres (2.72 cubic feet), or more than 25 kg when full.

STANDARD CONTAINER means a metal container that is fully enclosed and secure and is designed to be handled by garbage trucks, for the purpose of storing garbage and trade waste for use by apartment dwellings and commercial premises.

TAG-A-BAG LABEL means a label that can be attached to a garbage bag that would otherwise exceed the quantity limits for garbage removal as set out in section 13 of this Bylaw. Tag-a-bags are made available by the District to the owners or occupiers of eligible dwelling units for a fee as prescribed by the District's User Rates and Fees Bylaw.

TRADE WASTE means garbage or other waste generated by a commercial premise.

WILDLIFE includes raptors or animals that live in a natural, undomesticated state, including, but not limited to bears, eagles, crows, ravens, cougars, raccoons, etc.

3. GENERAL PROVISIONS

- (a) A municipal service comprising the collection of garbage and the collection of recyclable materials for eligible dwelling units is hereby established.
- (b) No person shall dispose of garbage, trade waste or recyclable materials except in accordance with the provisions of this Bylaw.
- (c) Every occupier or owner of an eligible dwelling unit within the District shall provide and maintain regulation garbage receptacles in good and sufficient order and repair and shall place all garbage originating from the eligible dwelling unit within such regulation garbage receptacles.
- (d) Every occupier or owner of an eligible dwelling unit within the District shall provide and maintain regulation recycling receptacles in good and sufficient order and repair and shall place all recyclable materials originating from the eligible dwelling unit within such regulation recycling receptacles.
- (e) Every occupier or owner of any apartment building or commercial premise within the District shall provide and utilize a standard container for deposit of all refuse.

4. ACCESSIBILITY OF REGULATION GARBAGE RECEPTACLES, REGULATION RECYCLING RECEPTACLES AND STANDARD CONTAINERS

- (a) **ELIGIBLE DWELLING UNITS:** all regulation garbage receptacles and regulation recycling containers shall be accessible within 1.0 meter (3 feet) of the curb or curb line of the adjacent access road, between the hours of 7:00 a.m. and 5:00 p.m. on the corresponding designated collection days. Such days shall be designated by the collector with the prior approval by the District.
- (b) **COMMERCIAL PREMISES AND APARTMENT DWELLINGS:** all standard containers shall be accessible to the Collector at a location determined by the Collector.

5. USE OF RECEPTACLES AND STANDARD CONTAINERS

- (a) No liquids shall be put or placed in or allowed to run or accumulate in any regulation garbage receptacle, regulation recycling container or standard container and all such receptacles and containers shall, at all times, be kept securely covered with a water-tight cover.
- (b) All garbage such as rejected, abandoned, or discarded vegetable or animal matter, shall be drained and wrapped before being deposited in a regulation garbage receptacle or standard container.
- (c) No person shall deposit garbage or trade waste for pick-up with the garbage or trade waste of another person, or deposit garbage or trade waste in regulation garbage receptacles or standard containers owned by another person without that owner's permission.

6. CONDITION AND MAINTENANCE OF RECEPTACLES AND STANDARD CONTAINERS

- (a) All regulation garbage receptacles, regulation recycling receptacles and standard containers shall at all times, be kept in good and sanitary condition and shall be accessible for inspection, and when any receptacle or standard container has been condemned by the District as being unfit for use, such receptacle or standard container may be removed and the owner of the condemned receptacle or standard container that has been removed shall forthwith provide a suitable and sanitary replacement receptacle or standard container.
- (b) All commercial standard containers shall at all times be kept in good and sanitary condition and shall be accessible for inspection at all reasonable times and, when any standard container has been condemned by the District as unfit for the purpose, the owner of said standard container shall forthwith provide a suitable standard container in its place.

7. STORAGE OF GARBAGE OR REFUSE

- (a) No person shall store any garbage or trade waste which includes an attractant in such a manner that is accessible to domestic animals or wildlife.
- (b) All garbage that includes an attractant shall be stored in an enclosed building, shed or storage facility or in a locked standard container, and shall not be left in or on any area accessible to domestic animals or wildlife.
- (c) An owner or occupier is exempt from section 7(a) between the hours of 7:00 a.m. and 5:00 p.m. on the designated garbage collection day that applies to the street on which their eligible dwelling is located.
- (d) Garbage containers that are supplied by the District and used by the public for temporary events such as baseball tournaments, Filomi Days, Canada Day celebrations, etc., are exempt from section 7(a) if the garbage is removed by the organization responsible for conducting the event, before 10:00 p.m. on each day that the event takes place.

8. PROHIBITED MATERIALS

- (a) No person shall deposit in any regulation garbage receptacle or standard container for collection by the contractor:
 - (i) explosive material;
 - (ii) biomedical wastes;
 - (iii) radioactive substance or waste;
 - (iv) hazardous waste;
 - (v) petroleum products (including lubricant oil and lubricant filters);
 - (vi) industrial chemical waste;
 - (vii) motor vehicle parts or bodies;
 - (viii) refuse that is on fire or smoldering;
 - (ix) construction waste;
 - (x) demolition waste; or
 - (xi) animal carcasses or hides.

9. FEES

- (a) Fees for the services established by this Bylaw shall be in accordance with the District of Port Hardy User Rates and Fees Bylaw. A penalty of 2.5% shall apply to outstanding balances.
- (b) Fees shall apply to all eligible dwellings in the District, whether occupied or vacant, and whether the services are actually utilized or not.

- (c) The fee for the tag-a-bag label is established in accordance with District of Port Hardy User Rates and Fees Bylaw.
- (d) The application of fees for the services established by this Bylaw shall commence upon the issuance of a Building Permit for each new eligible dwelling unit.
- (e) Any fees authorized by this Bylaw which remain unpaid on December 31st shall form a charge or lien upon the land or real property upon which or in respect of which they have been imposed, and the provisions of the *Community Charter* shall apply to the collection of such charges. These unpaid charges will be transferred to taxes in arrears and will accrue daily interest.

10. DUTIES OF COLLECTOR

It shall be the duty of the collector to:

- (a) Collect and dispose of all garbage and recyclable materials placed for collection in accordance with this Bylaw;
- (b) Report any infraction of this Bylaw;
- (c) Clean up garbage or recyclable materials that are accidentally spilled or scattered as part of collection activities;
- (d) Respond to any complaints that it receives with respect of the services it has been contracted to provide, in a prompt and courteous manner;
- (e) Not trespass needlessly on private property but to follow pedestrian walks and not cross directly from one property to another;
- (f) Maintain vehicles and equipment in a clean manner that reflects a professional appearance;
- (g) Make collection equipment available for inspection at all reasonable times, to the Island Health Environmental Health Officers; and,
- (h) Any other requirement the District may have and shall include in a contract it enters into with the collector.

11. COLLECTION FROM APARTMENT DWELLINGS AND COMMERCIAL PREMISES

The owners of commercial premises and apartment dwellings shall make arrangements for the collection and removal of garbage and trade waste, at such frequencies as are required to ensure that the garbage and trade waste does not accumulate to such a degree as to overflow the standard container(s) that are required to be used for collection of these materials.

12. EXCLUSION OF OTHER SERVICE

No person shall operate within the District, any system for the collection and disposal of garbage or recyclable materials that interferes with the services established by this Bylaw unless the person has been authorized by the District to operate such a system. In addition, no person shall operate within the District, any system for the collection and disposal of garbage or recyclable materials that is in violation of the provisions of this Bylaw.

- (b) Where garbage collection is required beyond the prescribed capacity stipulated in section 13(a) of this Bylaw, the owner or occupier of an eligible dwelling unit may purchase tag-a-bag labels from the District for each additional garbage bag (maximum size of seventy-seven (77) litres or 2.72 m³) beyond the prescribed capacity, and a tag-a-bag label shall be affixed to each such garbage bag. In no case shall more than three bag-a-tag labels be used in association with three garbage bags for each eligible dwelling unit on each designated garbage collection day.
- (c) The collection of recyclable materials shall consist of the once bi-weekly removal of regulation recyclable receptacles associated with each eligible dwelling unit. Collection of recyclable materials shall occur during those alternating weeks in which garbage collection is not provided.

14. ENFORCEMENT

- (a) The Municipal Inspector, Director of Operational Services or Corporate Officer may, at all reasonable times, enter upon any property in order to inspect and ascertain whether the regulations, prohibitions and requirements of this Bylaw are being complied with, and to enforce the provisions of this Bylaw.
- (b) Every person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw, or who neglects or refrains from doing anything required to be done by any of the provisions of this Bylaw, shall be deemed to be guilty of an offence for being in violation of this Bylaw and shall be subject to the prescribed penalties. Every continuing violation shall be deemed to be a new and separate offence for each day during which it continues.

15. SEVERABILITY

If a court of competent jurisdiction declares any portion of this Bylaw invalid, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

16. REPEAL

District of Port Hardy Garbage Regulation Bylaw No. 12 - 2009 is hereby repealed.

Garbage and Recycling Bylaw No. 1028-2014 was given first, second and third readings on the 23rd day of June , 2014.

Garbage and Recycling Bylaw No. 1028-2014 was adopted on the _____ day of _____, 2014.

Director of Corporate &
Development Services

Deputy Mayor

SCHEDULE "A"

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
Category 1 - Printed Papers		
Newspapers	Daily and community newspapers	
Newspaper Inserts	Newsprint advertising inserts and flyers	
Magazines	Daily, weekly, monthly magazines; travel or promotional magazines	
Catalogues	Retailer product catalogues; automotive and real estate guides/catalogues	
Telephone Directories	Phone books; newsprint directories	
Other Printed Media	Notepads; loose leaf paper; non-foil gift wrap	
Residential Printed Paper	White or coloured paper for general use, printers and copiers	
Miscellaneous Printed Papers	Blank and printed envelope; greeting cards	
Category 2 - Old Corrugated Cardboard (OCC)		
Old Corrugated Cardboard	Grocery store/liquor store boxes; pizza boxes	
Category 3 (a) – Other Paper Packaging (containing liquids when sold)		
Paper Cup (hot) (polycoated liner)	Non-foam paper cups	
Paper Cup (hot) (biodegradable liner)	Non-foam paper cups	
Paper Cup (cold) (waxed)	Non-foam paper cups	
Paper Cup (cold) (2-sided polycoated)	Non-foam paper cups	
Polycoated Milk Cartons	Milk, soy, rice milk and cream cartons	
Aseptic Containers	Milk, soy, rice milk, cream, soup, broth and sauce containers, typically about 1 litre in size	
Multi-laminated Paper Packaging	Microwavable paper containers; paper bowls/cups for soup	
Category 3 (b) – Other Paper Packaging (not containing liquids when sold)		
Old Boxboard (OBB)	Cereal boxes; shoe boxes; tissue boxes; paper towel and toilet paper tubes; detergent boxes	
Wet Strength Boxboard	Carrier boxes for soft drink containers; some frozen food paper packaging	
Moulded Pulp	Egg cartons; formed coffee take out trays; paper based	

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
	flower pots	
Kraft Papers	Paper bags	
Polycoated Boxboard	Some frozen food packaging	
Category 4 - Polyethylene (PE) Film Packaging		
HDPE Films	Some retail bags; some frozen vegetable bags	
LDPE/LLDPE Films	Grocery bags; newspaper bags; dry cleaning bags; bread bags; frozen vegetable bags; soft drink case over-wrap; garden product bags; paper towel over-wrap; diaper and feminine hygiene product outer bags	Stretch film
Category 5 - Polystyrene (PS) Foam Packaging		
PS Clamshells (EPS)	Egg cartons	
PS Trays/Plates (EPS)	Deli and take-out food trays	
PS Meat Trays (EPS)	White and coloured meat trays	
PS Hot Drink Cups (EPS)	Foam drink cups	
PS Cushion Packaging (EPS)	White foam cushion packaging used for appliances, computers, TVs, printers	Foam packaging peanuts
Category 6 - Other Plastic Packaging		
PETE Bottles (non-beverage)	Salad dressing bottles; edible oil bottles; dish soap or mouthwash bottles; window cleaners	
PETE Jars	Peanut butter containers; wide-mouth jars for nuts	
PETE Clamshells	Bakery trays; pre-made fruit and salad packages; egg cartons	
PETE Trays	Single serve meals; deli and bakery items; housewares and hardware products	
PETE Tube & Lids	Plastic lids for some containers	
PETE Cold Drink Cups	Take-out drink cups	
HDPE Bottles (non-beverage)	Shampoo bottles, milk jugs; spring water containers; bleach containers; vinegar containers; windshield washer fluid containers; pill bottles	
HDPE Jars	Personal care products; pharmaceuticals, vitamin and supplements containers	
HDPE Pails	Laundry detergent, ice cream pails	Pails for lubricants
HDPE Trays	Single serve meals; deli and bakery items; housewares and hardware products	
HDPE Tube & Lids	Plastic lids for spreads and dairy containers	
HDPE Planter Pots	Plastic garden pots	
PVC Bottles	Water bottles; travel sized personal and hair care	

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
	product bottles; household and automotive liquids containers	
PVC Jars	Peanut butter containers	
PVC Trays	Houseware and hardware products	
PVC Tubs & Lids	Plastic lids for some containers	
LDPE Bottles (non-beverage)	Hygienic, cosmetics and hair care containers	
LDPE Jars	Cosmetics containers	
LDPE Tubs & Jars	Plastic lids for spreads and dairy containers	
PP Bottles (non-beverage)	Butter and margarine containers; translucent squeeze bottles; travel sized personal and hair care product bottles	
PP Jars	Cosmetics containers	
PP Clamshells	Hinged containers e.g. sanitary wipes	
PP Trays	Single serve meals; deli and bakery items; housewares and hardware products	
PP Tubs & Lids	Large yogurt tubs; kitty litter containers; ice cream containers	
PP Cold Drink Cups	Some cold drink cups	
PP Planter Pots	Garden planter pots	
PS Bottles (non-beverage)	Pharmaceuticals, vitamin and supplements containers	
PS Clamshells (rigid)	Clear clamshell containers such as berry, muffin and sandwich containers	
PS Trays (rigid)	Clear rigid trays used for deli foods	
PS Tubs & Lids (rigid)	Dairy product tubs and lids	
PS Tubs & Lids (high impact)	Single serve yogurt containers	
PS Cold Drink Cups (rigid)	Clear rigid plastic drink cups	
PS Planter Pots	Some garden pots and trays	
Other ¹ Plastic Bottles (non-beverage)	Bottles without a resin code or with resin code # 7	
Other Plastic Jars	Jars without a resin code or with resin code # 7	
Other Plastic Clamshells	Clamshells without a resin code or with resin code # 7	
Other Plastic Trays	Trays without a resin code or with resin code # 7	
Other Plastic Tubs & Lids	Tubs & lids without a resin code or with resin code # 7	

¹ 'Other' plastic packaging is typically: manufactured from a combination of recycled resins; manufactured with a barrier layer; or, lacking a resin code mark.

Material Type	Examples of PPP Accepted	Examples of PPP Not Accepted
Other Plastic Cold Drink Cups	Cold drink cups without a resin code or with resin code # 7	
Other Plastic Planter Pots	Planter pots without a resin code or with resin code # 7	
Category 7 – Metal Packaging		
Steel Cans (non-beverage)	Steel dog food and vegetable cans; metal lids and closures	
Steel Aerosol Cans	Food spray cans; solvent spray cans	
Spiral Wound Cans (steel ends)	Spiral wound containers for frozen juice, chips, cookie dough, coffee, nuts	
Aluminum Cans (non-beverage)	Cat food and other food cans	
Aluminum Aerosol Cans	Air freshener, deodorant and hairspray containers; food spray cans; wax and polish spray cans	
Aluminum Foil and Foil Containers	Foils wrap; pie plates; aluminum food trays	
Bimetal Containers/Aerosols	Lubricating oil spray cans; insulating foam spray cans; pesticide spray cans	
Category 8 – Glass Packaging		
Clear Glass Bottles and Jars (non-beverage)	Food containers; ketchup bottles; pickle jars; jam and jelly containers; cosmetic jars	
Coloured Glass Bottles and Jars (non-beverage)	Cooking oils; vinegar bottles; cosmetic containers	



DISTRICT OF PORT HARDY

BYLAW NO. 1028-2014

A Bylaw to Amend Council Procedure Bylaw No. 03-2009 to Address Various Housekeeping Matters

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 03-2009;
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 "Council Procedure Bylaw Amendment Bylaw No. 1028-2014".

PART 2 TEXT AMENDMENTS

2.1 Council Procedure Bylaw No. 03-2009 is hereby amended as follows:

a) Renumbering section 5. under "Notice of Council Meetings" in Part 2 to section 6. and advancing every section number thereafter by one.

b) Section 9.(1) of PART 3 is hereby deleted and replaced with the following new Section 9.(1):

"At the inaugural meeting of Council, Council must designate each of its members to serve, on a rotating basis, as Deputy Mayor. The Deputy Mayor shall be responsible to act in the place of the Mayor when the Mayor is absent or otherwise unable to act, or when the office of Mayor is vacant."

c) Section 9.(3) of PART 3 is hereby deleted and replaced with the following new section 9.(3):

"If both the Mayor and the Deputy Mayor designated under subsection (1) are absent from a Council meeting, the Council members present at the Council meeting must appoint one of its members as Deputy Mayor for that Council meeting."

d) Section 9.(4) of PART 3 is hereby deleted and replaced with the following new section 9.(4):

"The Council member designated as Deputy Mayor in accordance with subsection (1) or appointed as Deputy Mayor to preside at a Council meeting under subsection (2), has the same powers and duties as the Mayor while acting in those capacities."

e) Section 5. of Part 2 is hereby amended by adding the following new section 5.(4) as follows:

"For the purpose of section 5.(3)(a), where the cancellation of a Regular Council meeting is proposed, a poll of the Council members may be conducted by the Mayor, Corporate Officer or Chief Administrative Officer, either in person, by email or by telephone, and where a majority of all of the members of Council agree to cancel a Regular Council meeting, the meeting shall be cancelled accordingly and the Corporate Officer shall ensure a notice is posted at the public notice posting place to that effect."

- f) Section 5. of Part 2 is hereby amended by adding the following new section 5.(5) as follows:

"For the purpose of section 5.(3)(b), where a Regular Council meeting has been postponed, the Corporate Officer shall post a notice to that effect at the public notice posting place."

- g) Section 2. of Part 1 is hereby amended by deleting the definition for "Municipal Office" and replacing it with the following new definition of "Municipal Hall":

"Municipal Hall" means the District of Port Hardy administrative office building located at 7360 Columbia Street, Port Hardy, British Columbia;"

- h) Where the term "Municipal Office" is used in sections 2., 5.(1), 5.(2)(d), 7.(1)(c), 11.(2) and 38.(1)(b), it is hereby replaced with the term "Municipal Hall".

- i) Section 7.(1) of Part 2 is hereby amended by deleting it in its entirety and replacing it with the following new section 7.(1):

"Except where notice of a special meeting is waived by unanimous vote of all council members under section 127(4) of the Community Charter [notice of council meeting], a notice of the date, hour, and place of a special Council meeting must be given by the Corporate Officer at least 24 hours before the time of meeting, by

(a) posting a copy of the notice at the public notice posting place; and,

(b) advising each Council member at least 24 hours before the time of the commencement of the special meeting, by email or by putting a copy of the notice in the Council member's mailbox at the Municipal Hall, or by telephoning, or a combination thereof."

- j) Section 10.(4) of Part 4 is hereby deleted in its entirety.

- k) Section 20.(2) of Part 4 is hereby deleted and replaced with the following new section 20.(2):

"Members must address the presiding member by that person's title of Mayor, Deputy Mayor or Councillor as the case may be, and in a situation whereby a Council member has been appointed by Council to preside at the Council meeting in accordance with section 9(3) herein, that member shall be addressed as Deputy Mayor. The Mayor or Deputy Mayor may also be addressed as Your Worship."

- l) Section 20.(3) of Part 4 is hereby deleted and the remaining subsections of section 20. are renumbered accordingly.

- m) Section 11.(1) of Part 4 is hereby deleted and replaced with the following new section 11.(1) as follows:

"Minutes of the meetings of Council must be

(a) legibly recorded;

(b) signed as being correct by the Corporate Officer, or when the Corporate Officer is absent, by another Officer who was present at the meeting; and,

- (c) *signed by the Mayor or Deputy Mayor, whomever was present at the meeting to which the minutes apply.*
- n) Section 12.(1) of Part 4 is hereby deleted and replaced with the following new section 12.(1):
"As soon after the time specified for a Council meeting to commence and there is a quorum of members present, the Mayor, if present, must take the Chair and call the Council meeting to order however, where the Mayor is absent, the Deputy Mayor must take the Chair and call such meeting to order."
- o) Section 12.(2) of Part 4 is hereby deleted and replaced with the following new section 12.(2):
" If a quorum of Council is present but the Mayor or the Deputy Mayor do not attend within 15 minutes of the scheduled time for the Council meeting to commence:
(a) the Corporate Officer must call to order the members present; and
(b) the members present must appoint a member to act as Deputy Mayor as per section 9(3) herein to preside at that meeting.
- p) Section 2. of Part 1 is hereby amended by adding the following definition of "Deputy Mayor":
"'Deputy Mayor' means the Council member designated or appointed to act in the place of and in the capacity of Mayor, as per sections 9(1) or 9(3) herein, as the case may be."
- q) Section 2. of Part 1 is hereby amended by deleting the definition of "Corporate Officer" and replacing it with the following new definition of "Corporate Officer":
"'Corporate Officer' means the District Officer position appointed by bylaw to act in the capacity of Corporate Officer in accordance with the Community Charter, and in the absence of the Corporate Officer, the Chief Administrative Officer shall act in the capacity of Corporate Officer."
- r) Where the term "secretary" is used in Section 14 of Part 4, it is hereby replaced with the term "Confidential Secretary".
- s) Section 2. of Part 1 is hereby amended by adding the following definition of "Chief Administrative Officer":
"'Chief Administrative Officer' means the District Officer position appointed by bylaw to act as Chief Administrative Officer."
- t) Where the term "Administrator" is used, it is hereby replaced with the term "Chief Administrative Officer".
- u) Section 16.(2) of Part 4 is hereby deleted and replaced with the following new section 16.(2):
"If the Council makes a resolution under subsection (1), information pertaining to late items must be distributed or presented to its members."
- v) Section 2. of Part 1 is hereby amended by adding the following definition of "Presiding Member":

"Presiding Member" means the Mayor, or in the absence of the Mayor, the Deputy Mayor, who is presiding as chair of a meeting of Council or committee of Council."

w) Section 34. of Part 6 is hereby deleted and replaced with the following new section 34:

"A resolution may be introduced at a Council meeting only if it relates to a matter that is included on the agenda associated with that Council meeting, or in the alternative, all Council members unanimously agree to waive this requirement."

x) Sections 35. and 36. of Part 6 are hereby deleted and the remaining sections thereafter are renumbered accordingly.

PART 3 SEVERABILITY

3.1 If a court of competent jurisdiction declares any portion of this Bylaw invalid, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

Council Procedure Bylaw Amendment Bylaw No. 1028-2014 was given first, second and third readings the 23rd day of June, 2014.

Council Procedure Bylaw Amendment Bylaw No. 1028-2014 was adopted on the _____ day of _____, 2014.

Director of Corporate &
Development Services

Deputy Mayor



DISTRICT OF PORT HARDY

BYLAW NO. 1029-2014

A Bylaw to Amend Municipal Ticket Information System Bylaw No. 01-2010 to Replace Schedules to Accommodate the Garbage and Recycling Bylaw, Zoning Bylaw, and the Harbour Regulations Bylaw

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

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

PART 1 CITATION

1.1 This Bylaw shall be cited as "District of Port Hardy Municipal Ticket Information System Bylaw Amendment Bylaw No. 1029-2014".

PART 2 AMENDMENTS

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

a) Schedule A is amended by deleting section / row 9. and replacing it with the following new section / row 9.:

9. Garbage and Recycling Bylaw No. 1027-2014	Bylaw Enforcement Officer Municipal Inspector Member of the Royal Canadian Mounted Police Director of Corporate Services Director of Operational Services
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b) Schedule A is amended by deleting section / row 15. and replacing it with the following new section / row 15.:

15. Harbour Regulations Bylaw No. 10-2011	Bylaw Enforcement Officer Harbour Manager or designate Member of the Royal Canadian Mounted Police Municipal Inspector Director of Corporate Services Director of Operational Services
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c) Schedule A is amended by deleting section / row 21. and replacing it with the following new section / row 21.:

21. Zoning Bylaw No. 1010-2013	Bylaw Enforcement Officer Municipal Inspector Director of Corporate Services
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- d) Schedule B is amended by adding the following new rows in the proper numerical sequence:

4.7(a)	Unprovoked dog permitted to chase, bite or attack any person	\$ 250.00
4.7(a)	Unprovoked dog permitted to chase, bite or attack domesticated animal	\$ 100.00
4.7(b)	Unprovoked dog permitted to cause damage to property	\$ 100.00

- e) Schedule B is amended by adding the following new rows in the proper numerical sequence:

4.8(b)	Failure to ensure unleashed dog does not cause injury to any person	\$ 250.00
4.8(b)	Failure to ensure unleashed dog does not cause injury to any person or animal or cause damage to any property	\$ 100.00

- f) Deleting Schedule H and replacing it with the following new Schedule H:

SCHEDULE H
District of Port Hardy Ticket Information System Bylaw No. 01-2010

Garbage and Recycling Bylaw No. 1027- 2014		
Column 1 Section	Column 2 Offence	Column 3 Fine
3.(b)	Unlawful disposal of garbage, trade waste or recyclable materials	\$ 250.00
3.(c)	Failure to provide or maintain regulation garbage receptacle	\$ 100.00
3.(d)	Failure to provide or maintain regulation recycling receptacle	
3.(e)	Failure to provide and utilize standard container	\$ 100.00
5.(a)	Failure to: a) Prevent liquid in regulation garbage receptacle, regulation recycling receptacle or standard container; or, b) Keep regulation garbage receptacle, regulation recycling receptacle or standard container securely covered with water-tight cover.	\$ 100.00
5.(b)	Failure to properly prepare garbage	\$ 100.00
5.(c)	Unlawful use of another person's garbage receptacle	\$ 100.00
6.(a)	Failure to maintain receptacle or provide suitable replacement	\$ 100.00
6.(b)	Failure to maintain standard container or provide suitable replacement	\$ 100.00
7.(a)	Storage of garbage or trade waste which includes attractant that is accessible to wildlife	\$ 100.00
7.(b)	Storage of garbage which includes attractant that is accessible to domestic animals or wildlife	\$ 100.00
8.(a)	Prohibited materials in garbage	\$ 100.00
11.	Failure to make arrangements for collection and removal of garbage and trade waste	\$ 250.00
12.	Operation of system for collection and disposal of garbage and recyclable materials without District authorization	\$ 250.00

g) Deleting Schedule N and replacing it with the following new Schedule N:

SCHEDULE N
District of Port Hardy Ticket Information System Bylaw No. 01-2010

Harbour Regulations Bylaw No. 10-2011		
Column 1 Section	Column 2 Offence	Column 3 Fine
5.1	Failure to display name or registration or both	\$ 100.00
5.3	Berthing of derelict hull, piledriver, scow, log float, log or logs, houseboat or boathouse	\$ 200.00
5.4	Use of unlawful extension cord	\$ 100.00
5.5	Attaching lines to lamp standard or fire line outlet	\$ 100.00
5.6	Interference with the floats as a thoroughfare or with public safety	\$ 100.00
5.7	Violation of Government Property Traffic Act	\$ 100.00
6.1	Unlawful parking of vehicle in the launch	\$ 100.00
6.2	Interference with the floats as a thoroughfare or with public safety	\$ 100.00
7.1	Unlawful use of "loading Zone"	\$ 100.00
7.2	Violation of posted weight limits	\$ 100.00
7.3	Improper disposal of waste or refuse	\$ 250.00
7.4	Leaving Equipment on wharf after loading or unloading completed	\$ 100.00
8.1	Unlawful welding	\$ 250.00
8.3	Improper storage of flammable or combustible material while welding	\$ 100.00
8.5	Failure to abide by Environment Canada's "Best Management Practices for Boat Building and Repair"	\$ 100.00
9.1	Parking without valid Harbour Authority parking pass	\$ 100.00
9.2	Unlawful parking of vehicle on the wharfhead	\$ 100.00
9.3	Parking in violation of zones or short term parking	\$ 100.00
10.1	Berthing a prohibited vessel	\$ 100.00
10.2	Unlawful pumping of engine room bilge	\$ 500.00
10.3	Failure to have sewage holding tank or to conduct sewer discharge	\$ 100.00
10.5	Improper disposal of garbage	\$ 250.00
10.6	Unlawful discharge of contaminants	\$ 500.00
10.8	Inadequate or no insurance	\$ 250.00
10.11	Failure to return waste oil	\$ 100.00
10.12	Release of waste oil or other pollutants	\$ 500.00
10.13	Unlawful Fuelling	\$ 250.00
10.14	Unlawful repairing or painting of vessels	\$ 250.00

h) Deleting Schedule T and replacing it with the following new Schedule T:

SCHEDULE T
District of Port Hardy Ticket Information System Bylaw No. 01-2010

Zoning Bylaw No. 1010-2013		
Column 1 Section	Column 2 Offence	Column 3 Fine
3.2	Prohibited use of land	\$ 250.00
3.4	Unlawful siting, size, dimension or number of buildings or structures	\$ 100.00
3.5	Encroachment into yard requirement	\$ 100.00
3.9(a)	Establishment of accessory building or structure without principal use or building	\$ 250.00
3.9(b), (c), (d), (e), (f), (g)	Improper siting, size or dimension of accessory building or structure	\$ 100.00
3.10	Violation of regulations pertaining to secondary suite dwelling	\$ 100.00
3.11	Violation of regulations pertaining to carriage home dwelling	\$ 100.00
3.12.1	Violation of regulations pertaining to minor home occupation	\$ 100.00
3.12.2	Violation of regulations pertaining to major home occupation	\$ 100.00
3.12.3	Violation of regulations pertaining to rural home occupation	\$ 100.00
3.13	Violation of regulations pertaining to bed and breakfast	\$ 100.00
3.14	Violation of regulations pertaining to temporary dwelling	\$ 100.00
3.15	Violation of regulations pertaining to occupancy of existing dwelling during construction of replacement dwelling	\$ 100.00
3.17	Violation of regulations pertaining to fences, retaining walls and site triangles	\$100.00
3.19(a)	Use of parcel as wrecking yard or storage for derelict vehicles or more than two unlicensed motor vehicles	\$ 250.00
3.19(b) to (e)	Violation of regulations pertaining to boat, motor vehicle and recreational vehicle storage in Residential Zone	\$ 100.00
3.20	Violation of building elevation	\$ 100.00
3.21	Violation of regulation pertaining to combined commercial and residential use	\$ 100.00
3.22	Violation of regulation pertaining to staff accommodation	\$ 100.00
3.23.1	Violation of regulation pertaining to small scale urban agriculture	\$ 100.00
3.23.2	Violation of regulation pertaining to urban hens	\$ 100.00
3.24.1	Violation of regulation pertaining to renewable and co-generation energy devices	\$ 100.00
3.24.2	Violation of regulation pertaining to solar energy devices	\$ 100.00
3.24.3	Violation of regulation pertaining to geothermal energy devices	\$ 100.00
3.24.4	Violation of regulation pertaining to wind energy devices	\$ 100.00
3.25	Violation of regulation pertaining to landscape screening requirements	\$ 100.00
4.1, 4.2, 4.4 and 4.5	Failure to meet requirements related to the provision and configuration of parking or loading spaces	\$ 100.00

6.1 to 6.6, 7.1 to 7.5, 8.1 to 8.5, 9.1 to 9.3, 10.1 to 10.2, 11.1, 12.1 to 12.5	Failure to comply with permitted principal or accessory uses	\$ 250.00
6.1 to 6.6, 7.1 to 7.5, 8.1 to 8.5, 9.1 to 9.3, 10.1 to 10.2, 11.1, 12.1 to 12.5	Failure to comply with conditions of use	\$ 250.00
6.1 to 6.6, 7.1 to 7.5, 8.1 to 8.5, 9.1 to 9.3, 10.1 to 10.2, 11.1, 12.1 to 12.5	Violation of siting, size, floor area and dimension regulations	\$ 100.00

PART 3 SEVERABILITY

3.1 If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

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

Adopted on the day of , 2014.

Director of Corporate &
Development Services

Deputy Mayor