



**DISTRICT OF PORT HARDY**

**AGENDA**

**REGULAR MEETING OF COUNCIL**

**7:00 PM**

**TUESDAY, SEPTEMBER 9, 2014**

**MUNICIPAL HALL COUNCIL CHAMBERS**  
**7360 COLUMBIA STREET**

Deputy Mayor: Debbie Huddleston

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, SEPTEMBER 9, 2014  
 Council Chambers - Municipal Hall**

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<u>Page</u>		Time:	
	<b>A. CALL TO ORDER</b>		
	<b>B. APPROVAL OF AGENDA AS PRESENTED (or amended)</b>		
	Motion required	1.	2.
	<b>C. ADOPTION OF MINUTES</b>		
<b>1-5</b>	1. The minutes of the Regular Council Meeting August 12, 2014.		
	Motion required	1.	2.
	<b>D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL</b>		
<b>6-15</b>	1. Peter Caton, on behalf of 84 petitioners, re: Removal of new gate on Seawall Walkway.		
	<b>E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>		
<b>16-17</b>	1. Council Action items. For information.		
	<b>F. CORRESPONDENCE</b>		
<b>18</b>	1. Robert Johnsen, re: Request for District support for October 31, 2014 Halloween Fireworks at Storey's Beach namely; use of ballfield, use of barricades for bonfire site, clean up of site and insurance coverage.		
	Motion / direction	1.	2.
<b>19</b>	2. K. Watkins, Pumpkin Patch Committee 2014, Port Hardy Chamber of Commerce (Sept.4/14) re: Request to turn off seawall lights at 6:00 pm on November 1, 2014 for the 2014 Pumpkin Patch Walk.		
	Motion / direction	1.	2.
<b>20-21</b>	3. BC Salmon Farmers Association re: Request to proclaim September 21 – 27, 2014 Aquaculture Week. (proclamation sponsored by Deputy Mayor Debbie Huddlestan)		
	Motion / direction	1.	2.
	<b>G. NEW BUSINESS</b>		
	None in agenda package.		
	<b>H. COUNCIL REPORTS</b>		
	1. Verbal reports from Council members.		
	<b>I. COMMITTEE REPORTS</b>		
<b>22</b>	1. Minutes of the Finance Committee Meeting held August 12, 2014. For information.		
	The Finance Committee recommends to Council: <i>"THAT Council directs staff to deposit the proceeds from the land purchased by Port Hardy RV Resort Ltd. to the Recreation Facilities Reserve"</i>		
	Motion / direction	1.	2.

**J. STAFF REPORTS**

**23-24** 1. Accounts Payable, August 2014. For information.

**25-26** 2. J. Long, Director of Corporate & Development Services (Sept.4/14) re: Membership Appointments – Board of Variance

Motion / direction 1. 2.

**K. CURRENT BYLAWS AND RESOLUTIONS**

**27-28** 1. District of Port Hardy Bylaw No. 1030-2014, A Bylaw to Amend Water Regulations Bylaw No. 02-2012. For Adoption.

Motion required 1. 2.

**29-30** 2. District of Port Hardy Bylaw 1031-2014 A Bylaw to Amend Council Remuneration Bylaw No. 17-2011. For Adoption.

Motion required 1. 2.

**31-34** 3. District of Port Hardy Bylaw No.1032-2014, A Bylaw to Establish a Board of Variance and Procedures. For First, Second, and Third Reading.

Motion required 1. 2.

**35-37** 4. District of Port Hardy Bylaw No.1033-2014, A Bylaw to Amend the Animal Care and Control Bylaw 11-2012. For First, Second, and Third Reading.

Motion required 1. 2.

**L. PENDING BYLAWS**

No pending bylaws.

**M. INFORMATION AND ANNOUNCEMENTS**

- September 11 Committee: Downtown Revitalization Committee, 10:00 am, Council Chambers
- September 22-26 Committee: Operational Services Committee, 4:00 pm, Council Chambers
- September 25 UBCM Convention, Whistler BC
- September 25 Staff: Occupational Health & Safety, 8:30 am, Council Chambers
- September 30 Committee: Economic Development 4:30 pm, to be confirmed
- Council: Regular Council Meeting, 7:00 pm, Council Chambers

**N. NOTICE OF IN-CAMERA MEETING**

No In-Camera meeting scheduled at this time.

**O. ADJOURNMENT** 1. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY  
REGULAR MEETING OF COUNCIL  
AUGUST 12, 2014**

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

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

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

Media: North Island Gazette

Members of the Public: 3

REGRETS: Allison McCarrick, Director of Financial Services  
Trevor Kushner, Director of Engineering and Operational Services

APPROVAL OF AGENDA

Deputy Mayor Huddlestan advised of an addendum under Staff Reports: J. Long, Staff Report re: Membership Appointments – Community Consultative Committee dated August 7, 2014, replacing report in agenda dated July 31, 2014.

2014-142  
APPROVAL OF  
AGENDA AS  
AMENDED

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

ADOPTION OF MINUTES

1. The minutes of the Special Council Meeting held July 8, 2014.

2014-143  
SPECIAL  
COUNCIL  
MEETING  
MINUTES JULY  
8/14 APPROVED

Moved/Seconded/Carried  
THAT the minutes of the Special Council Meeting held July 8, 2014 be approved as presented.

2. The minutes of the Regular Council meeting held July 8, 2014.

2014-144  
REG COUNCIL  
MEETING  
MINUTES JULY  
8/14 APPROVED

Moved/Seconded/Carried  
THAT the minutes of the Regular Council Meeting held July 8, 2014 be approved as presented.

DELEGATIONS

a. Gord Brownridge (S/Sgt) RCMP re: Quarterly Report for April, May, June 2014.

RCMP  
QUARTERLY  
REPORT

Staff Sgt. Gord Brownridge presented the second quarter report (April, May, June, 2014) which included an update on the strategic priorities for the year and statistics to the end of June. Council was advised 922 files were opened during the quarter and that 955 files were opened during the same time period in 2013.

PH FIRE RESUCE  
QUARTERLY  
REPORT

- b. Schell Nickerson, Fire Chief, Port Hardy Fire Rescue re: Quarterly Report for April, May, June 2014.

Fire Chief Nickerson reviewed the second quarter report (April, May, June, 2014) regarding events and activities of the Port Hardy Fire Rescue Department. The review included number and types of calls, training, membership, purchases, public education and community involvement. In the quarter there were 24 calls, including one to Gods' Pocket on Hurst Island and a forest fire on Jensen Cove Road.

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

Council action items were received as information.

CORRESPONDENCE

1. Lynda Heavenor, Rainbow Country Daycare Society (July 14/14) re: Request for donation of two hours of dry floor time at Don Cruikshank Memorial Arena for Bike-a-Thon on July 24, 2014. (\$83.90).

Councillor John Tidbury presented a cheque from the Lions Club of Port Hardy to cover the cost of the Rainbow Country Daycare Society dry floor rental at Don Cruikshank Memorial Arena.

2. Alyssa Busch (July 22/14) re: Request for donation of pins /souvenirs for Rotary Youth Exchange program to Czech Republic.

Moved/Seconded/Carried

THAT Council donates a supply of District pins for Alyssa Busch to take to the Czech Republic for the Rotary Youth Exchange Program.

3. Kim. S. Carter, Ombudsperson, Province of BC (July 24/14) re: Thank you for meeting of June 2, 2014, was received for information.

4. Rhona Martin, UBCM President (July 25/14) re: Gas Tax Agreement Community Works Fund Payment on July 31, 2014 (\$107,178.82, was received for information.

NEW BUSINESS

None

COUNCIL REPORTS

COUNCIL  
REPORTS

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

COMMITTEE REPORTS

1. Draft minutes of the Downtown Revitalization Committee meeting held July 2, 2014, was received for information.

2. Draft minutes of the Operational Services Committee meeting held July 17, 2014, was received for information. Note: Three recommendations to Council.

The Operational Service Committee recommends to Council:

- a. *THAT the District of Port Hardy names the park located in Carnarvon Strata complex "Carnarvon Park".*

2014-146  
NAME PARK IN  
CARNARVON PL  
AS CANARVON  
PARK

Jeff Long, Director of Corporate and Development Services presented to Council a more specific motion regarding the naming of the park located in the Carnarvon Place road dedication.

Moved/Seconded/Carried

THAT Council names the park area included within the road dedication (Carnarvon Place) as shown in Plan 31987 as "Carnarvon Park".

- b. *THAT Council directs Operational Services to install a mid-block pedestrian crossing across Market Street at the intersection of Market Street and Central Street.*

2014-147  
INSTALL MID-  
BLOCK  
PEDESTRIAN  
CROSSING  
BETWEEN  
MARKET ST/  
CENTRAL ST.

Moved/Seconded/Carried

THAT Council directs Operational Services to install a mid-block pedestrian crossing across Market Street at the intersection of Market Street and Central Street.

- c. *THAT Council removes the mandated water meter installations for new residential construction and residential redevelopment from the District of Port Hardy Building Bylaw.*

2014-148  
REMOVE  
MANDATED  
RESIDENTIAL  
WATER METER  
INSTALLATIONS  
FROM BUILDING  
BYLAW

Moved/Seconded/Carried

THAT Council approves removal of the mandated water meter installations for new residential construction and residential redevelopment from the District of Port Hardy Building Bylaw.

### STAFF REPORTS

1. Accounts Payable, July 2014, was received for information.
2. J. Long, Director of Corporate & Development Services (July 28, 2014) re: 2014 Council Remuneration Review – Report of the Council Remuneration Committee.

The Council Remuneration Committee recommends to Council:

*THAT Mayor's indemnity remains at \$24,000.00 and that of Councillors remain at \$12,000.00. We further recommend that effective January 1, 2015 the Mayor's and Councillors' remuneration be increased by an amount equal to the British Columbia Consumer Price Index of the previous year."*

Moved/Seconded/Carried

THAT the annual indemnities paid to the mayor and councillors as outlined in District of Port Hardy Council Remuneration Bylaw No. 17-2011 remain unchanged for the 2014-2018 election term.

014-149  
COUNCIL  
REMUNERATION

2014-150  
APPOINTMENT  
OF ELECTION  
OFFICERS FOR  
2014 GENERAL  
LOCAL ELECTION

3. J. Long, Director of Corporate & Development Services (July 30, 2014) re: 2014 General Local Election.

Moved/Seconded/Carried

THAT pursuant to Sections 41(1) and (2) of the Local Government Act, Jeff Long is hereby appointed Chief Election Officer for conducting the 2014 general local elections with the power to appoint other election officials as required for the administration and conduct of the 2014 general local elections;

AND FURTHER THAT Susan Bjarnason is hereby appointed Deputy Chief Election Officer for the 2014 general local elections.

4. J. Long, Director of Corporate & Development Services (Aug.8/14) re: Election Staff Wages – Council Policy CP5.5

2014-151  
AMEND COUNCIL  
POLICY CP5.5 RE:  
ELECTION WAGE  
RATES

Moved/Seconded/Carried

THAT Council approves an amendment to Council Policy #CP5.5 such that the wage rates paid to election officials for conducting general local elections and by-elections are as follows:

Chief Election Officer: \$750.00  
Deputy Chief Election Officer: \$500.00  
Polling Clerks: \$250.00  
Ballot Counters: \$75.00

5. Rick Davidge, Chief Administrative Officer (Aug.6/14) re: Appointments to Municipal Insurance Association of British Columbia.

2014-152  
APPOINTMENTS  
TO MIABC

Moved/Seconded/Carried

THAT Council appoints Councillor Janet Dorward as Voting Delegate to the Municipal Insurance Association of BC on behalf of the District of Port Hardy, AND FURTHER THAT Councillor Jessie Hemphill be appointed as Alternate #1 and Councillor John Tidbury be appointed as Alternate #2 to the Municipal Insurance Association of BC.

6. J. Long, Director of Corporate & Development Services (July 31/14) re: Membership Appointments – Community Consultative Committee

Addendum:

J. Long, Staff Report re: Membership Appointments – Community Consultative Committee dated August 7, 2014, replacing report in agenda dated July 31, 2014.

2014-153  
APPOINTMENTS  
TO COMMUNITY  
CONSULTATIVE  
COMMITTEE

Moved/Seconded/Carried

THAT Council appoints Bonnie Danyk, Donna Gault, Gladys Latty, Gordon Patterson and Rob Tucker as members of the Community Consultative Committee for two year terms effective September, 2014, and Angela Smith as a member of the Community Consultative Committee for a one year term effective September, 2014.

### BYLAWS

1. 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 Adoption.

2014-154  
ADOPTED BYL  
1029-2014 TO  
AMEND MTI  
BL 01-2010

Moved/Seconded  
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, be adopted.  
2. District of Port Hardy Bylaw No. 1030-2014, A Bylaw to Amend Water Regulations Bylaw No. 02-2012. For First, Second and Third Reading.

2014-155  
BYL 1030-2014  
AMEND BYL 02-  
2012 WATER  
REGULATIONS 1<sup>ST</sup>  
2<sup>ND</sup>, 3<sup>RD</sup>  
READINGS

Moved/Seconded/Carried  
THAT District of Port Hardy Bylaw No. 1030-2014, A Bylaw to Amend Water Regulations Bylaw No. 02-2012 receive First, Second and Third Reading.  
3. District of Port Hardy Bylaw 1031-2014 A Bylaw to Amend Council Remuneration Bylaw No. 17-2011. For First, Second and Third Reading.

2014-156  
BYL 1031-2014 TO  
AMEND BYL17-  
2011 COUNCIL  
REMUNERATION  
FOR 1<sup>ST</sup> 2<sup>ND</sup>, 3<sup>RD</sup>  
READINGS

Moved/Seconded/Carried  
THAT District of Port Hardy Bylaw 1031-2014 A Bylaw to Amend Council Remuneration Bylaw No. 17-2011 receive First, Second and Third Reading.

ADJOURNMENT

2014-157  
ADJOURNMENT

Moved  
THAT the meeting be adjourned. Time: 7:40pm

CORRECT APPROVED

\_\_\_\_\_  
DIRECTOR OF CORPORATE  
DEVELOPMENT SERVICES

\_\_\_\_\_  
DEPUTY MAYOR



SEP - 4 2014



# DISTRICT OF PORT HARDY

## REQUEST TO APPEAR AT A REGULAR COUNCIL MEETING AS A DELEGATION

DATE: 9 SEPT '14

I (We), PETER CATON

on behalf of 84 PETITIONERS

hereby request to appear as a delegation at the next Regular Council Meeting, for the following reasons:

REMOVAL OF NEW GATE ON SEAWALL WALKWAY

Our spokesperson will be: PETER CATON

Number of people attending: ?

~~WILL~~

WILL NOT

NEED PRESENTATION EQUIPMENT

Please note: In order to be included in the agenda package, copies of any written material that you wish to accompany your presentation must be submitted to the Municipal Secretary by Noon the Thursday before the meeting.

Name of Person making the request: PETER CATON

Daytime Telephone Number: 250 949 8588

Email: catonporthardy@cablerocket.com

Signature:

Peter Caton  
7710 Park Place (box 5059)  
Port Hardy

District of Port Hardy  
Council Meeting  
9 September 2014

Re: Port Hardy Seawall Walkways

*(Text of Petition)*

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years. *(End of text)*

The eighty-four signatures on the petition for the removal of the new gate were all collected in a three-day period and all within 300 paces of the offending gate.

Suggestions:

1. The Council Members on behalf of the District of Port Hardy should write to the Coastguard citing our concerns and ask the Coastguard to remedy this unfortunate situation.
2. The council should suggest the offending gate be removed and replaced by a sign saying:

Canadian Coastguard of Port Hardy – Visitors are Welcome

This sign would make the Coastguard personnel and citizens of Port Hardy know that we are all, fully integrated members of our community, and would spread goodwill and warm, fuzzy feelings.

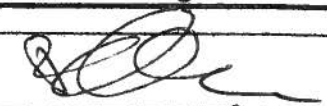
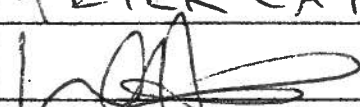
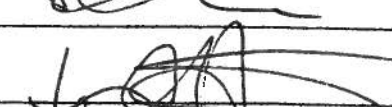
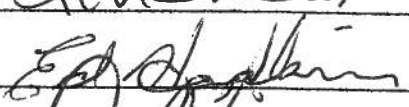
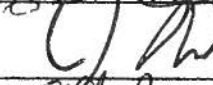
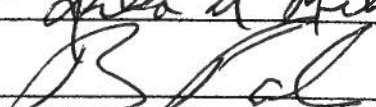
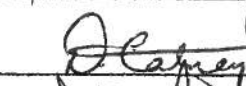
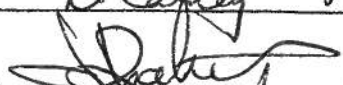
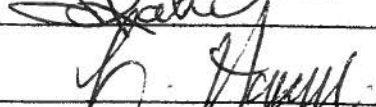
The Coastguard would be seen as, "Port Hardy Friendly".

The traditional walkway would again be available to the many citizens who enjoy this scenic route to Shipley Street and the Post Office.

# PETITION

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
PETER CATON	Box 5059 TH	
	Port Hardy	
HARRY SKILES	COAL HARBOUR	Harry Skiles
ED HOPKINS	PORT HARDY	
JOE RICHARDS	PORT HARDY	
CAROLE CALISA	PORT HARDY	Carole
JAMES KOSTON	Port Hardy	James Koston
TRACY KOTAK	Port Hardy	Tracy Kotak
NORM CAMPBELL	PORT HARDY	Norm Campbell
MIKA McMillan	T240 Chancellor Pl.	Mika McMillan
B PALO	PORT HARDY	
C. PALO	" "	C. Palo
R. TRIROGOFF	" "	R. Trirogoff
D. Catney	PORT HARDY	
Joe Robinson	Port Hardy	
Charlene Hansen	Port Hardy	

Copies will be sent to the Coastguard and Port Hardy town council (2014)

# PETITION

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
Mike MacIntosh	Port Hardy	Mi M
Sharon MacIntosh	Pt. Hardy	A. MacIntosh
Ide Green	Pt. Hardy & Parksville	Ide Green
Dave Hark	Maple Ridge	D Hark
A. McEwen	PT. HARDY.	ANGELA McLENNAN
Rick Fouyette	C. Harbour	R. Fouyette
G. KEARNEY.	PT. HARDY	G. Kearney
W. Schooner	Pt. Hardy	W. Schooner
Terry Krook	Pt Hardy,	Terry Krook
JACK GRIFFITHS	PT. HARDY	8805-5 CENTRAL ST
Janette TEACHER KOCH	PORT HARDY	Janette A. Koch
DAVID REES	PORT HARDY	D. Rees
MARK STACEY	PORT HARDY	M. Stacey
GLEN THORPE	PORT HARDY	Glen Thorpe
Kathy Thorpe	PH	Kathy Thorpe
Riame Benton	Port Hardy	Riame Benton

Copies will be sent to the Coastguard and Port Hardy town council (2014)

# PETITION

#12

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
CERRIT de Boer	PORT HARDY 9200 Grandville St	
Mike McQuillan	5100 Pt. Hardy	
J.K. Rehr	Pt Hardy	
TIFFANY SPENCER	Box 2271 PORT HARDY	
GRAY FONTAINE	PT HARDY	
STON LAYH	6055 HUNT ST	
RON ANDERSON	7100 Highview <sup>RD</sup>	
Rebecca Leclair	#4 Highview	
STEPHEN VAUGHAN	Box 2001 Port Hardy	
Scottie	PORT HARDY	
in Sign	Low Hardy	
Travis Tarrant	Box 2586 Port Hardy	
JERRY GERGELY	Box 1668 " "	
ANNE SALTER	Box 2466 Port Hardy	
Kiri Birmingham	Box 2253 Po. Hardy	
T Madei	Box 5026 Port Hardy	


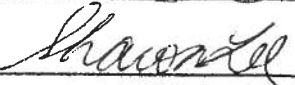
Copies will be sent to the Coastguard and Port Hardy town council (2014)

# PETITION

# 13

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
Sarah Salter	9254 Elk Dr., P.H.	
Sharon Lee	7050 Rupert St, PH	
Suzanne Gallagher	6880 Nahwitti, PH	D. Gallagher

Copies will be sent to the Coastguard and Port Hardy town council (2014)



# PETITION

# 14

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
RAN BARRY	Box 1771 PH	<i>R Barry</i>
<i>A Smyth</i>	Box 5007	<i>A Smyth</i>
<i>J Trueman</i>	Box 5034	James Trueman
Bill Passmore	Box 921	<i>Bill Passmore</i>
Kay Jacobs	Box 891	<i>Kay Jacobs</i>
Lale McVie	Box 1634	Lale McVie
POLLARD DAN.	Box 324	<i>Dan Pollard</i>
Peter Thomas Parker	Box 593 Port McNeill	Peter Thomas Parker
DONNA TRUEMAN	Box 5034 Port Hardy	<i>Donna Trueman</i>
<del>LI</del> Lisa Bullock	Box 5224 Port Hardy	<i>Lisa Bullock</i>
<del>Dr</del> Dr J. DAVIS	Box 2707 P.H.	<i>Dr J Davis</i>
ON FORD	Box 2102 PH	<i>On Ford</i>
BLAIR THORPE	Box 2590	<i>Blair Thorpe</i>
Barb Moehl	Box 254	<i>Barb Moehl</i>
Barry Dooley	Box 871	<i>Barry Dooley</i>
<i>J Kroe</i>	Box 5193	<i>J Kroe</i>

Copies will be sent to the Coastguard and Port Hardy town council (2014)

# 15

# PETITION

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. Canadians own it. The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

## Please remove the new gate!

Name (Please print)	Address (Please print)	Signature
ALICE KULVI	1281 Port Hardy BC	<i>Alice Kulvi</i>
TRACY SUTTON	11660 Port Hardy BC	<i>Tracy Sutton</i>
EDMUND BOONE	BOX 2601 PT HARDY BC	<i>Edmund Boone</i>
JACQUI PASS	BOX 2165, PT. HARDY, BC	<i>Jacqui Pass</i>
Peggy Johnston	PT HARDY	<i>Peggy Johnston</i>
Bruce Rouse	5865 B.H.Rd.	<i>Bruce Rouse</i>
Hank Knockwood	Box 8134 Pt Hardy	<i>Hank Knockwood</i>
Kelly McLaughlin	Port Hardy	<i>Kelly McLaughlin</i>
PAUL GETMAN	COAL HARBOUR	<i>Paul Getman</i>
Stephanie Warford	C.H.	<i>Stephanie Warford</i>
John Chaychuck	1136 Trafalgar Dr NW CALGARY AB T2K2T8	<i>John Chaychuck</i>
Melba Chaychuck	<del>1136 Trafalgar</del> Calgary 5 Windermere Rd SW	<i>Melba Chaychuck</i>
Harvey Naylor	9505 CAERNARVON Rd Upper	<i>Harvey Naylor</i>
J. Munro	8895 Seaview	<i>J. Munro</i>
KEN JOHNSON	PT HARDY	<i>Ken Johnson</i>
Linda Boyce	9120 Cappendine Drive	<i>Linda Boyce</i>

Copies will be sent to the Coastguard and Port Hardy town council (2014)



**PETITION**

#16

We are against the introduction of a gate on the walkway in front of the new coastguard building. The walkway has been used for generations of Port Hardy residents and we should not be deprived of it. **Canadians own it.** The gate and fence is only four feet high and therefore is not a hindrance to potential miscreants. It only prevents honest citizens from enjoying a walkway that we've been using happily for many years.

**Please remove the new gate!**

Name (Please print)	Address (Please print)	Signature
Alan Boyce	9120 COPPER DR	Alan Boyce

Copies will be sent to the Coastguard and Port Hardy town council (2014)





REGULAR COUNCIL MEETING August 12, 2014			
Rainbow Daycare, request for donation of 2 hours of ice time.	C/Tidbury presented cheque from PH Lions to cover the cost. Process payment	AM LD	Done Done
Alyssa Busch – request for pins for Rotary Youth Exchange	Approved. Advise, and arrange to pick up pins	TK	Done
Operational Service Committee recommendations to Council: a. Naming of park at Carnarvon Place (Plan 31987) b. install mid-block pedestrian crossing across Market St at Central St. / Market St. intersection c. Remove mandated water meter installations for new residential construction and residential redevelopment from Building Bylaw	a. Approved as recommended. Name "Carnarvon Park". Advise PW b. Approved as recommended. Install crosswalk.	TK	Done
J. Long, DCDS re: 2014 General Local Government Election. Appointment of Election Officials	Approved as recommended. Amend Bylaw	JL	Amendment not required
J. Long, DCDS re: Election Staff wages Council Policy CP5.5	Approved as recommended. J. Long as Chief Election Officer, S. Bjarnason as Deputy Chief Election Officer Complete election appointment papers	JL LD	Done Done
R. Davidge, CAO appointments to MIA BC	Approved as recommended. Amend Policy CP5.5 and distribute Appointed: C/ J. Dorward as voting delegate, C/Hemphill alternate #1, C/Tidbury alternate #2 Advise MIA BC	JL	Done
Addendum: J. Long, DCDS Staff Report re: Membership Appointments – Community Consultative Committee dated August 7, 2014, (replacing report in agenda dated July 31, 2014.) term effective September, 2014.	Approved: Council appoints Bonnie Danyk, Donna Gault, Gladys Laffy, Gordon Patterson and Rob Tucker as members of the Community Consultative Committee for two year terms effective September, 2014, and Angela Smith as a member of the Community Consultative Committee for a one year term effective September, 2014. Advise Appointees	JL	Done



ITEM	REGULAR COUNCIL MEETING July 8, 2014 ACTION	WHO	STATUS /COMMENTS
<p>Draft minutes - Op Scvs Comm meeting held June 19/14. Recommendations to Council:</p> <p>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></p> <p>b. <i>"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."</i></p>	<p>Recommendation approved as presented. Contact charter boat operators and advise.</p> <p>Recommendation approved as presented. Remove stumps from new PW site to stump dump.</p> <p>Funding to come from sale of timber from the property</p>	<p>TK</p> <p>TK</p> <p>AM</p>	<p>Late September – Early October</p> <p>Ongoing - RFP ad in paper</p> <p>Done</p>
<p><b>COMMITTEE REPORTS</b></p> <p>Draft Sustainability Committee minutes May 12/14 recommendations 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.</p>	<p>Recommendation approved as presented. C/ Huddlestan to proceed with poster contest</p>	<p>C/H</p>	
<p>Airport WasteWater Treatment Plant</p>	<p><b>REGULAR COUNCIL MEETING</b> <b>December 10, 2013</b></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>Min of Environment decision expected Mid August 2014 Kick-off meeting Sept 9 with Stantec</p>

SEP 04 2014

***TO COUNCIL; FOR OCTOBER 31<sup>ST</sup> 2014  
I'M ROBERT JOHNSEN***

***I DO THE FIREWORKS FOR HALLOWEEN AT  
STORIES BEACH ON HALLOWEEN NIGHT.  
AND WOULD LIKE THE BALL FIELD WITH THE  
HELP OF THE CITY FOR BARRACADES FOR THE  
BON FIRE AND CLEAN UP AFTERWARDS AND  
INSURANCE AS I HAVE RECEIVED IN PREVIOUS  
YEARS.***

***COULD YOU PLEASE CONTACT ME WITH  
CONFIRMATION ON THIS MATTER SO THAT I CAN  
MAKE ARRANGEMENTS FOR THIS EVENT TO GO  
FORWARD WITH YOUR SUPPORT.***

***THANK YOU ROBERT JOHNSEN  
(250)949-0732***

# The Great Pumpkin Patch Walk 2014



September 4, 2014

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

Dear Deputy Mayor and Council,

The Port Hardy Chamber of Commerce on behalf of the 2014 Pumpkin Patch Walk committee would like to request the use of the seawall from Rotary Park to the Kinsmen Pavilion, as well as Carrot Park, on Saturday, November 1, 2014. This location allows easy access for the entire community to enjoy the walk, displays and festivities.

Plans are currently under way to invite the Port Hardy Lions to offer free hot chocolate and hot dogs, for the Fire Department to man and look after the fires and for the Port Hardy Grads to assist in the Pumpkin collection and clean up.

The Pumpkin Patch Committee would like to request that the lights be turned out along the seawall walk at 6:00pm. The walk will be lit by pumpkins and strung lights. The committee will be responsible for the clean-up and removal of pumpkins and garbage on the evening of the event with generous assistance from Fox's Disposal.

We thank you for your consideration, if any further information or insight is required for this event, please do not hesitate to contact us at 250-949-7622.

Thank you,

A handwritten signature in black ink, appearing to read "K. White".

Pumpkin Patch Committee 2014  
Port Hardy Chamber of Commerce



#201 – 909 Island Highway  
Campbell River, BC  
Canada V9W 2C2

Tel: 250 286-1636  
Fax: 250 286-1574

1-800-661-7256  
**BCSalmonFarmers.ca**

Dear Mayor and Council,

I am writing to you today on behalf of the members of the BC Salmon Farmers Association. The BCSFA represents local salmon farm companies, as well as companies that provide supplies and services to farms throughout coastal BC.

BC's farm-raised salmon is the province's largest agricultural sector and the largest private employer on the North Island. Port Hardy is a key community for processing plants and value added services, it is also an important departure point for some of the industry's most important operational areas. There are net maintenance and construction companies - and many more - all based in your community that are reliant on the industry's ongoing success.

Each year, as a way of recognizing the important work of our companies and their employees in coastal communities, and to raise awareness of the importance of the aquaculture industry, the BCSFA holds an Aquaculture Awareness Week in September, which also coincides with our Annual General Meeting and business summit.

To honour this year's event, we are requesting that Mayor and Council proclaim the week of Sept. 21, 2014 as Aquaculture Awareness Week in Port Hardy. Attached is proposed wording for the proclamation.

We are proud of the work we do to raise the world's best salmon in the most eco-conscious manner, and we're excited about the opportunities this offers in communities such as Port Hardy. We hope you will assist us in honouring that contribution this fall.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Jeremy Dunn", with a long, sweeping underline.

Jeremy Dunn  
Executive Director  
BC Salmon Farmers Association



#201 – 909 Island Highway  
Campbell River, BC  
Canada V9W 2C2

Tel: 250 286-1636  
Fax: 250 286-1574

1-800-661-7256  
**BCSalmonFarmers.ca**

### Proposed Aquaculture Week Proclamation

**Whereas;** Aquaculture – in particular salmon farming – businesses are key contributors to employment and economic activity in Port Hardy.

**Whereas;** The industry, which includes farm companies as well as those that provide supplies and services within the sector, offers opportunity in many different fields for people of many different backgrounds.

**Whereas;** Companies directly involved in aquaculture actively support local events and non-profit groups through donations both direct and in-kind in order to further contribute to the success of our local community

**Whereas;** The BC Salmon Farmers Association has made educating the public about its industry's operations and opportunities a key priority.

**Be it Resolved** that \_\_\_\_\_, \_\_\_\_\_, hereby proclaim the week of September 21 to 27, 2014 Aquaculture Awareness Week, to recognize the importance of this business to the local community.





**DISTRICT OF PORT HARDY  
FINANCE COMMITTEE MEETING  
4:00 pm August 12, 2014**

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**CALL TO ORDER:** Deputy Mayor Debbie Huddlestan                      Time: 4:00 pm

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

Rick Davidge, Chief Administrative Officer  
Allison McCarrick, Director of Finance

**REGRETS:** None

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1. A decrease in the expense of water and wastewater operational services for the first half of 2014 in comparison to 2013 was discussed.
2. Operations fiscal review January – June 2014  
All departments were below 55% of their expense budget for the first half of 2014.  
Revenue from all general fund sources was at 87% of budget predominately because of tax revenue collected prior to the July 2 due date.  
Water and wastewater fund revenues were both at 55% of budgeted revenue.
3. Capital projects were all within budget and in aggregate approximately 30% complete.
4. The annual dollar amount of discount given to seniors for utility fees over a five year period was presented for information and discussed.
5. Monies received from the sale of a section of land within the District was discussed and the following recommendation was made to be forwarded to Council and presented at the next Council meeting.

**The Finance Committee recommends to Council:**

*“THAT Council directs staff to deposit the proceeds from the land purchased by Port Hardy RV Resort Ltd. to the Recreation Facilities Reserve”*

Moved  
That we adjourn:

Time: 4:45pm

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004400	07/08/2014	01836	ARIES SECURITY LTD.	3,417.75	
004401	07/08/2014	00047	B.C. HYDRO	54,136.82	
004402	07/08/2014	02516	Badinotti Net Services C	1,890.00	
004403	07/08/2014	01476	DOR-TEC SECURITY LTD.	115.25	
004404	07/08/2014	00703	JUSTICE INSTITUTE OF BC	640.00	
004405	07/08/2014	00065	K & K ELECTRIC LTD.	1,790.12	
004406	07/08/2014	00863	KASK GRAPHICS	127.68	
004407	07/08/2014	02378	KGC Fire Rescue Inc.	403.20	
004408	07/08/2014	00147	LGMA	1,181.25	
004409	07/08/2014	01777	MCCARRICK,ALLISON	35.00	
004410	07/08/2014	00040	MINISTER OF FINANCE (SCH	9,332.56	
004411	07/08/2014	01014	NICKERSON, SCHELL	35.00	
004412	07/08/2014	00027	NORTH ISLAND VETERINARY	536.28	
004413	07/08/2014	00217	ORKIN CANADA CORPORATION	78.75	
004414	07/08/2014	02071	PACIFICUS BIOLOGICAL SER	10,919.83	
004415	07/08/2014	00080	PUROLATOR INC.	36.68	
004416	07/08/2014	00187	REGIONAL DISTRICT OF MT	2,287.00	
004417	07/08/2014	01755	THARP, TIM	167.99	
004418	07/08/2014	00089	THE HOBBY NOOK	421.12	
004419	07/08/2014	02535	Time Business Machines L	174.72	
004420	07/08/2014	02321	TWOFOURONE Consulting Lt	1,102.06	
004421	07/08/2014	00201	Vancouver Island Regiona	31,953.14	
004422	07/08/2014	00164	Xerox Canada Ltd.	351.74	
004423	13/08/2014	00044	ACKLANDS - GRAINGER INC.	583.49	
004424	13/08/2014	02514	Alsco	646.45	
004425	13/08/2014	00829	ANA'S HARDY CLEAN	2,266.34	
004426	13/08/2014	00046	ANDREW SHERET LTD.	56.12	
004427	13/08/2014	01058	APLIN & MARTIN CONSULTAN	13,189.77	
004428	13/08/2014	02693	BC One Call Limited	54.86	
004429	13/08/2014	00281	CHEVRON CANADA LTD.	2,069.39	
004430	13/08/2014	01982	DIGITAL POSTAGE ON CALL	1,575.00	
004431	13/08/2014	01525	FINELINE ROAD MARKING	20,144.02	
004432	13/08/2014	02972	Graphika Studioz	840.00	
004433	13/08/2014	00052	HARDY BUILDERS' SUPPLY	213.91	
004434	13/08/2014	02499	Hemphill Jessie	575.85	
004435	13/08/2014	00063	HOME HARDWARE BUILDING C	265.51	
004436	13/08/2014	00459	Hub Fire Engines & Equip	492.80	
004437	13/08/2014	02190	INPROTECT SYSTEMS	3,794.19	
004438	13/08/2014	00501	ISLAND BLUE PRINT	1,495.20	
004439	13/08/2014	00065	K & K ELECTRIC LTD.	421.48	
004440	13/08/2014	02600	Kushner, Trevor	191.07	
004441	13/08/2014	02007	MARSHALL WELDING AND FAB	288.41	
004442	13/08/2014	00328	MERCER, SEAN	35.00	
004443	13/08/2014	00304	MONK OFFICE	27.89	
004444	13/08/2014	00033	NAPA AUTO PARTS/PORT HAR	161.90	
004445	13/08/2014	01559	NORTH ISLAND LABORATORIE	199.50	
004446	13/08/2014	00075	O.K. TIRE STORE (PORT HA	34.67	
004447	13/08/2014	02749	Orach Enterprises Ltd.	1,227.08	
004448	13/08/2014	00203	Port Hardy & Dist. Chamb	1,100.00	
004449	13/08/2014	00769	Praxair Distribution	12,897.85	
004450	13/08/2014	00080	PUROLATOR INC.	46.98	
004451	13/08/2014	02965	Ramtech Environmental Pr	9,020.48	
004452	13/08/2014	00107	RECEIVER GENERAL FOR CAN	22,873.28	
004453	13/08/2014	00187	REGIONAL DISTRICT OF MT	15,765.64	
004454	13/08/2014	02964	Royal Bank of Canada	2,280.56	
004455	13/08/2014	00113	STRYKER ELECTRONICS LTD.	112.00	
004456	13/08/2014	02971	Summit Valve and Control	10,128.16	
004457	13/08/2014	02306	Terry E. Duncan	1,417.50	
004458	13/08/2014	01773	UNIVAR CANADA LTD.	3,628.97	
004459	13/08/2014	02850	VWR International Co.	181.00	
004460	21/08/2014	00735	A.C.E. COURIER SERVICES	61.85	
004461	21/08/2014	02904	ACS - Armbrust Computer	975.00	
004462	21/08/2014	00073	BLACK PRESS GROUP LTD.	633.89	
004463	21/08/2014	00580	BRITISH COLUMBIA SAFETY	2,629.90	
004464	21/08/2014	02468	Canwest Propane	984.23	
004465	21/08/2014	00281	CHEVRON CANADA LTD.	4,513.16	
004466	21/08/2014	01433	COMOX PACIFIC EXPRESS LT	141.97	
004467	21/08/2014	02974	Cyr, Bradley	3,748.42	
004468	21/08/2014	00054	DAVE LANDON MOTORS LTD.	410.45	
004469	21/08/2014	01476	DOR-TEC SECURITY LTD.	645.64	
004470	21/08/2014	02670	Enercon Water Treatment	263.09	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004471	21/08/2014	00099	FOX'S DISPOSAL SERVICES	245.45	
004472	21/08/2014	02976	Galactic Entertainment	154.52	
004473	21/08/2014	01860	GREYHOUND COURIER EXPRES	14.67	
004474	21/08/2014	00058	GUILLEVIN INTERNATIONAL	629.93	
004475	21/08/2014	02894	Hamilton, Jamie	250.00	
004476	21/08/2014	01980	HETHERINGTON INDUSTRIES	279.82	
004477	21/08/2014	01875	ISLAND ADVANTAGE DISTRIB	363.96	
004478	21/08/2014	00065	K & K ELECTRIC LTD.	945.00	
004479	21/08/2014	00695	LINDE CANADA LIMITED C31	877.90	
004480	21/08/2014	00069	MACANDALE'S	610.70	
004481	21/08/2014	02977	MCAP SERVICE CORP	760.00	
004482	21/08/2014	02662	McCulley, Michael	680.25	
004483	21/08/2014	01419	MURDY & MCALLISTER	744.23	
004484	21/08/2014	01645	NORTH ISLAND COMMUNICATI	241.50	
004485	21/08/2014	02978	North Island Crisis & Co	5,000.00	
004486	21/08/2014	02006	NORTH ISLAND TRACTOR	177.64	
004487	21/08/2014	00742	NURNDY GRAPHICS	621.43	
004488	21/08/2014	02749	Orach Enterprises Ltd.	4,796.99	
004489	21/08/2014	02975	Paul Perkovich	3,004.54	
004490	21/08/2014	00203	Port Hardy & Dist. Chamb	13,860.93	
004491	21/08/2014	00406	PORT HARDY FIREFIGHTERS	4,253.75	
004492	21/08/2014	00264	PORT HARDY HERITAGE SOCI	11,330.00	
004493	21/08/2014	00412	PORT HARDY LIONS CLUB	41.11	
004494	21/08/2014	00769	Praxair Distribution	25.66	
004495	21/08/2014	02766	PROFIRE EMERGENCY EQUIPM	346.38	
004496	21/08/2014	00187	REGIONAL DISTRICT OF MT	2,062.36	
004497	21/08/2014	00272	ROLLINS MACHINERY LIMITE	614.36	
004498	21/08/2014	00161	TELUS MOBILITY (BC)	1,011.61	
004499	21/08/2014	02973	Texmo, Gavin	27.99	
004500	21/08/2014	01884	Tru Hardware	113.34	
004501	21/08/2014	00164	Xerox Canada Ltd.	11.22	
004502	28/08/2014	00044	ACKLANDS - GRAINGER INC.	174.28	
004503	28/08/2014	00018	CANADIAN RED CROSS SOCIE	1,808.80	
004504	28/08/2014	02730	CUPE Local 401	326.81	
004505	28/08/2014	01476	DOR-TEC SECURITY LTD.	502.59	
004506	28/08/2014	00708	ENVIRONMENTAL OPERATORS	210.00	
004507	28/08/2014	02675	Envirosmart Biodegradabl	849.03	
004508	28/08/2014	00194	INT'L UNION OPERATING EN	1,188.74	
004509	28/08/2014	00065	K & K ELECTRIC LTD.	1,446.39	
004510	28/08/2014	00253	Keta Cable	133.20	
004511	28/08/2014	02979	Mariti Mellow	21.00	
004512	28/08/2014	01559	NORTH ISLAND LABORATORIE	225.75	
004513	28/08/2014	00075	O.K. TIRE STORE (PORT HA	1,534.16	
004514	28/08/2014	00107	RECEIVER GENERAL FOR CAN	18,233.20	
004515	28/08/2014	00160	TELUS	4,662.71	
004516	28/08/2014	00201	Vancouver Island Regiona	418.86	
Total:				352,276.62	

\*\*\* End of Report \*\*\*



# DISTRICT OF PORT HARDY

## STAFF REPORT



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**DATE:** September 4, 2014 **FILE:** 3730 / Board of Variance

**TO:** Rick Davidge, Chief Administrative Officer

**FROM:** Jeff Long, Director of Corporate & Development Services

**RE:** **MEMBERSHIP APPOINTMENTS – BOARD OF VARIANCE**

---

### PURPOSE

To report the results of recent advertising efforts to garner interest in membership on the District's Board of Variance.

### REGULATORY AUTHORITY

Section 899 of the *Local Government Act* requires that a local government that has adopted a zoning bylaw must establish a Board of Variance. In a municipality of less than 25,000 people, the Board of Variance is to consist of three persons appointed by Council.

### BACKGROUND / ANALYSIS

Staff has undertaken efforts, including posting of a notice at the Municipal Hall and in the North Island Gazette Newspaper, to garner interest from persons to participate as members of the District's Board of Variance. In this regard, one of the two remaining Board members has recently moved from the area and as a result, has had to resign. In addition, the remaining member's appointment expires this month. The last remaining Board Member, Gladys Latty, has volunteered to stay on for another three year term as a Board member. In addition, one expression of interest (see letter on page 2) was received from Steven Johnson who is willing to volunteer as a Board member. While ideally the Board of Variance would have a full complement of three members, two members does constitute a quorum and the Board can meet to conduct its business on this basis. Staff will continue to pursue filling of the vacant Board position.

### STAFF RECOMMENDATION

*"That Council appoints Gladys Latty and Steven Johnson as members of the Board of Variance for three year terms effective September 10, 2014."*

Respectfully submitted,

---

Jeff Long  
Director of Corporate &  
Development Services

I agree with the recommendation.

---

Rick Davidge  
Chief Administrative Officer

Steven C Johnson  
4355 Byng Road  
Port Hardy, B.C.  
250-949-6887  
s\_ajohnson@cablerocket.com  
August 19, 2014

Jeff Long  
Director of Corporate & Development Services  
District of Port Hardy  
7360 Columbia Street  
Port Hardy, B.C.

Dear Jeff Long:

As a long-time and recently retired resident of Port Hardy I am interested in doing some volunteer work and after seeing your ad in the North Island Gazette dated Thursday, August 14, 2014 I am writing to express my interest in the position of volunteer member of the Board of Variance.

I feel that past positions in Occupational Health Safety and Environment which took me from working at the Island Copper Mine to mines in Venezuela and Argentina, I also worked a number of years in Heavy Civil Construction as a Construction Safety Officer (CSO) at various projects across Canada, (Manitoba, Newfoundland, and Labrador). All positions that required the need to read and interpret Act, Regulations, By-Laws and Codes.

Sincerely,

Steven C Johnson



## DISTRICT OF PORT HARDY

### BYLAW NO. 1030-2014

#### A Bylaw to Amend Water Regulations Bylaw No. 02-2012

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Water Regulations Bylaw No. 02-2012;

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 Water Regulations Bylaw Amendment Bylaw No. 1030-2014".

#### **PART 2 AMENDMENTS**

- 2.1 District of Port Hardy Water Regulations Bylaw No. 02-2012 is hereby amended as follows:

- a) Section 8.7 is hereby deleted and replaced with the following new section 8.7:

*"The water connection fee deposited in accordance with the District of Port Hardy User Rates and Fees Bylaw does not include or relate to works on private property (premises)."*

- b) Section 8.8 is hereby deleted and replaced with the following new section 8.8:

*"Only the District or its authorized contractors shall undertake any of the works associated with a water connection or the District's waterworks system."*

- c) Section 8.13 is hereby deleted and replaced with the following new section 8.13:

*" No person shall install a swimming pool or below ground sprinklers with a connection to a water service coming from the District's waterworks system nor shall any addition to a water service made that may have cross connection implications, without first installing a District approved backflow prevention device. All such backflow prevention devices and installations must first be approved by the District based on a detailed design and no work shall proceed with respect to these installations without first obtaining approval from the District."*

- d) Section 10.14 is hereby deleted and the remaining sections are renumbered accordingly.

- e) Section 11.1 is hereby deleted and replaced with the following new section 11.1:

*"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 infraction hereof and shall be liable to the penalties imposed which in addition to financial penalties, may also include discontinuation of water services to the affected premises."*

**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 on the 12<sup>th</sup> day of August, 2014.

Adopted on the        day of                    , 2014.

\_\_\_\_\_  
Director of Corporate &  
Development Services

\_\_\_\_\_  
Deputy Mayor

Certified a true copy of  
Bylaw No. 1030-2014 as adopted.

\_\_\_\_\_  
Director of Corporate  
& Development Services



## DISTRICT OF PORT HARDY

### BYLAW NO. 1031-2014

#### A Bylaw to Amend Council Remuneration Bylaw No. 17-2011

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Council Remuneration Bylaw No. 17-2011;

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 Council Remuneration Bylaw Amendment Bylaw No. 1031-2014".

#### **PART 2 AMENDMENTS**

2.1 District of Port Hardy Council Remuneration Bylaw No. 17-2011 is hereby amended as follows:

- a) Section 3. EXPENSES INCURRED, is hereby deleted in its entirety and the remaining sections are renumbered accordingly.
- b) Section 3. QUALIFYING EXPENSES AND EXPENDITURES, is hereby renamed Section 3. ELIGIBLE EXPENSES.
- c) Section 3. ELIGIBLE EXPENSES is hereby amended by including the following new subsection 3.1 and renumbering the existing sub sections accordingly:

*"Members of Council shall be reimbursed for expenses they incur for being present at those Council approved functions conducted outside of the District as per section 4. herein."*

- d) Subsection 3.2 is hereby deleted and replaced with the following new subsection 3.2:

*Eligible expenses include:*

- a) accommodation;
- b) transportation (airfare, car rental, ferry, mileage, parking, taxi, etc.);
- c) registration or related fees; and,
- d) per diem allowance (see section 3.4).

- e) Subsection 3.3 is hereby deleted and replaced with the following new subsection 3.3:

*"Where Council members use their own vehicles to conduct District business, they must provide include business use as part of their vehicular insurance and the District will reimburse 100% of the business use portion of said insurance."*

- f) Subsection 3.4 is hereby deleted and replaced with the following new subsection 3.4:

*"The per diem allowance is intended to cover meals, gratuities and incidental expenses and it will be calculated at the rate in effect at the time of booking in accordance with the rates established by the Treasury Board of Canada from time to time. Meals that are provided at a function will be deducted from the per diem paid. On the date of departure, travel must commence before 7:00 a.m. to claim breakfast, before 12:00 noon to claim lunch; and on the date of return, travel status must end after 6:00 p.m. to claim dinner."*



- g) Subsection 3.5 is hereby deleted and replaced with the following new subsection 3.5:

*"Mileage paid shall be equal to the mileage rates set by the Treasury Board of Canada from time to time and will be calculated at the rates in effect at the time of booking."*

- h) Section 4. LEVELS OF PAYMENT is hereby deleted in its entirety and the remaining sections are renumbered accordingly.

- i) Section 4. COUNCIL BUSINESS is hereby deleted in its entirety and replaced with the following new section 4. COUNCIL APPROVED FUNCTIONS :

*"Council approved functions shall include:*

- a) The annual convention of the Union of British Columbia Municipalities (U.B.C.M.);*
- b) The annual convention of the Association of Vancouver Island Coastal Communities (A.V.I.C.C.);*
- c) Meetings associated with the Regional District of Mount Waddington (RDMW) Board of Directors and Hospital Board attended by a Council member who has been appointed as Director or Alternate Director, and the RDMW does not provide reimbursement of expenses for attending those meetings;*
- d) Committee meetings outside the boundaries of the District to which Council members have been duly appointed by Council; and,*
- e) Any other functions including meetings, courses or conventions approved by resolution of Council."*

### **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 on the 12<sup>th</sup> day of August, 2014.

Adopted on the      day of                      , 2014.

\_\_\_\_\_  
Director of Corporate &  
Development Services

\_\_\_\_\_  
Deputy Mayor

Certified a true copy of  
Bylaw No. 1031-2014 as adopted.

\_\_\_\_\_  
Director of Corporate & Development Services



# DISTRICT OF PORT HARDY

## BYLAW NO. 1032-2014

### A Bylaw to Establish a Board of Variance and Procedures

**WHEREAS** the *Local Government Act* requires that where a local government has adopted a zoning bylaw, it must establish a Board of Variance;

**AND WHEREAS** the Council of the District of Port Hardy has adopted a zoning bylaw;

**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 Board of Variance Bylaw No. 1032-2014".

#### **PART 2 REPEAL**

2.1 District of Port Hardy Board of Variance Bylaw No. 09-2006 is hereby repealed.

#### **PART 3 DEFINITIONS**

3.1 In this Bylaw, the following definitions apply:

*Applicant* means the registered owner of property, or an agent acting on behalf of the registered owner of property who has been authorized in writing by the registered owner to act as the owner's agent.

*Application* means an Application for Minor Variance or Exemption submitted to the District of Port Hardy to request an order for a minor variance by the District of Port Hardy Board of Variance in accordance with the provisions of the *Local Government Act*.

*Board* means the District of Port Hardy Board of Variance.

*Council* means the Council of the District of Port Hardy.

*District* means the District of Port Hardy.

*Exemption* means an exemption granted by the District of Port Hardy Board of Variance from compliance with section 911(5) of the *Local Government Act*, that prohibits a structural alteration or addition to a building or structure in which a non-conforming use is continued in all or any part of it. An exemption must only be granted on the basis that compliance with such prohibition would cause undue hardship.

*Member* means a person appointed to the Board of Variance by Council.

*Minor Variance* means the granting of approval by the District of Port Hardy Board of Variance to allow a deviation from a requirement associated with a regulation enacted by bylaw, of no more than twenty-five percent (e.g. reduction in the front yard setback from 10 metres to 7.5 metres). A minor variance must only be approved on the basis that compliance with the regulation would cause undue hardship.

*Secretary or Secretary of the Board* means the Corporate Officer of the District of Port Hardy, or person designated by the Corporate Officer to act in this capacity.

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#### **PART 4 ESTABLISHMENT OF BOARD AND APPOINTMENT OF MEMBERS**

- 4.1 The District of Port Hardy Board of Variance is hereby established. The Board shall consist of three (3) members appointed by Council.
- 4.2 The term of office for members is three (3) years, however members may be reappointed for further terms by Council.
- 4.3 Council may appoint a member as successor to complete the remainder of a term of office of a member that resigns, whose appointment is rescinded by Council, or who is otherwise unable to complete their term of office. Alternatively, Council may appoint a new member and term of office to rectify a member vacancy.
- 4.4 No person who is a member of Council or is an officer or employee of the District is eligible to be appointed as a member of the Board.
- 4.5 If a member ceases to hold office, the remaining members constitute the Board until a new member can be appointed by Council.
- 4.6 Council may rescind the appointment of a member of the Board at any time.

#### **PART 5 MEETINGS OF THE BOARD**

- 5.1 The Board shall meet on an as needed basis to deal with requests for an order as provided for by the Local Government Act. Meetings of the Board will be coordinated by the Secretary in this regard.
- 5.2 A quorum is required to conduct a meeting of the Board. A quorum of the Board is a majority of its members which is therefore constituted by two (2) members. If a meeting of the Board is attended by only two members and matter is voted upon that results in a tie vote, then the matter that was voted upon is deemed to be defeated.
- 5.3 If a quorum is not present within fifteen minutes after the scheduled time of the meeting, the Secretary shall record the names of those present, and such meeting is deemed to have been cancelled. The Secretary shall reschedule the Board meeting accordingly.

#### **PART 6 CHAIR TO PRESIDE AT MEETINGS**

- 6.1 The members of the Board shall elect one of their members as Chair to preside at the Board's meetings.
- 6.2 The Chair may appoint a member of the Board to act as Acting Chair to preside in the absence of the Chair.

#### **PART 7 SECRETARY OF THE BOARD**

- 7.1 The Secretary shall:
  - 7.1.1 receive applications;
  - 7.1.2 notify the members upon receipt of an application and coordinate a meeting of the Board to consider such application;
  - 7.1.3 prepare, maintain and preserve the agendas, minutes and other business of the Board;
  - 7.1.4 ensure proper notification is given to all owners and tenants in accordance with the *Local Government Act* and this Bylaw; and
  - 7.1.5 maintain a record of all Board decisions and ensure the record is available for public inspection during the District's normal business hours.

- 7.2 Upon submission of an application, the Secretary shall examine it for completeness and may request the applicant provide additional information in order to facilitate a thorough understanding and proper consideration of the application.

## **PART 8 APPLICATIONS**

- 8.1 An applicant must complete an application in the form prescribed by the District and submit same to the Secretary, together with:
- 8.1.1 the application fee as set out in the District's User Rates and Fees Bylaw;
  - 8.1.2 A copy of a Certificate of Title or title search, with a date not more than thirty (30) days from the date of application with respect to the property subject to the application;
  - 8.1.3 One copy of plans and specifications which must include metric measurements, of the subject property and buildings or structures thereon, showing all applicable information; and,
  - 8.1.4 Any other information deemed necessary by the Secretary.
- 8.2 Should the Secretary determine that the application is complete in that it includes the information necessary to facilitate a thorough understanding and proper consideration of the application, the Secretary shall proceed to process the application as described herein.

## **PART 9 NOTIFICATION AND AGENDA**

- 9.1 Not less than 10 days before the date set for a meeting of the Board to consider an application, the Secretary shall mail or otherwise deliver notice of the application and meeting to:
- 9.1.1 the applicant;
  - 9.1.2 the owner(s) and tenants(s) in occupation of the property that is the subject of the application; and,
  - 9.1.3 the owner(s) and tenant(s) in occupation of any property that is adjacent to the property that is the subject of the application.
- 9.2 A notice given in relation to an application shall state the subject matter of the application and the time, date and location of the meeting where the application will be heard by the Board.
- 9.3 The obligation to give notice under section 9.1 must be considered satisfied if a reasonable effort to mail or otherwise deliver the notice was made.
- 9.4 At least 10 days prior to the date set for the meeting of the Board, the Secretary shall prepare an agenda of all applications to be considered at the meeting and mail or otherwise deliver (by email, facsimile or by hand) such agenda to the Board members.

## **PART 10 CONDUCT OF BOARD MEETING**

- 10.1 A meeting of the Board to consider an application shall be open to the public except those meetings or portions of meetings that are closed to the public under the provisions of Section 90 of the *Community Charter*.
- 10.2 As each application is heard, the Chair shall provide the applicant with the first opportunity to present input, and thereafter, the Chair shall permit the owner(s) and tenant(s) in occupation of any property that is adjacent to the property that is the subject of the application, to present input in such sequence as the Chair may direct, until all parties have been afforded an opportunity to present their input. The Chair may also call upon District staff to provide input or information as necessary.

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- 10.3 The Chair shall call upon the Secretary to provide the Board with copies of any correspondence that has been received with respect to an application.
- 10.4 The Board may adjourn a meeting from time to time as the Board may deem advisable in order to view the property subject to the application and surrounding lands or to obtain additional information, and may reconvene the meeting without further notice if the time, date and location of the reconvened meeting is announced at the time of adjournment of the meeting.
- 10.5 Input at a Board meeting may be given verbally or in writing.
- 10.6 If an applicant does not appear at a meeting or at a reconvened meeting after an adjournment of a meeting, the Board may proceed to make its decision with respect to the application in the applicant's absence.
- 10.7 The Chair may exclude any person from a Board meeting whose behaviour interferes with the proper conduct of the meeting

## **PART 12 DECISION OF THE BOARD**

- 12.1 The decision of the Board shall be by a majority of those members present at the meeting.
- 12.2 The Secretary shall send by mail or otherwise deliver (by email, facsimile or by hand) the decision of the Board to the applicant within 10 days of the meeting at which the Board rendered its decision.
- 12.3 A decision of the Board is final.
- 12.4 If a minor variance or exemption is approved by the Board and the applicant is required to obtain a Building Permit as per the District's Building Bylaw to implement the requested minor variance or exemption, a completed Application for Building Permit must be submitted to the District within one (1) year of the date of the Board's decision to approve the minor variance or exemption. Failure to do so shall mean the Board's decision with respect to the minor variance or exemption shall expire and no longer be in force and effect.

## **PART 13 SEVERABILITY**

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

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

Adopted on the            day of            , 2014.

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Director of Corporate &  
Development Services

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Deputy Mayor

Certified a true copy of Bylaw No. 1032-2014 as adopted.



# DISTRICT OF PORT HARDY

## BYLAW NO. 1033-2014

### A Bylaw to Amend the Animal Care and Control Bylaw

**WHEREAS** the Council of the District of Port Hardy deems it expedient to amend Animal Care and Control Bylaw No. 11-2012;

**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 Animal Care and Control Bylaw Amendment Bylaw No. 1033-2014".

#### **PART 2 AMENDMENTS**

2.1 District of Port Hardy Animal Care and Control Bylaw No. 11-2012 is hereby amended as follows:

a) The definition "Animal Control Officer" in section 2.1 is hereby deleted and replaced with the following new definition "Animal Control Officer":

*"Animal Control Officer* means the person or persons or company designated by the Council of the District of Port Hardy to administer and enforce the regulations of this Bylaw, including those matters pertaining to operation of the District of Port Hardy's Animal Shelter."

b) The definition "Animal Shelter" in section 2.1 is hereby deleted and replaced with the following new definition "Animal Shelter":

*"Animal Shelter* means the facility / property designated by the District of Port Hardy, which is used for the temporary housing and care of animals pursuant to this Bylaw."

c) The definition "Bylaw Enforcement Officer" is hereby added to section 2.1 as follows:

*"Bylaw Enforcement Officer* means the Municipal Inspector of the District of Port Hardy, a position authorized by the District to enforce the District of Port Hardy's bylaws including this Bylaw."

d) The definition "Inspector" in section 2.1 is hereby deleted.

e) The definition of "Dangerous dog" in section 2.1 is hereby deleted and replaced with the following new definition of "Dangerous Dog":

*"Dangerous Dog* means any dog that:

- i) has killed or seriously injured a person; or
- ii) has killed or seriously injured a domestic animal, while in a public place or while on private property, other than property owned or occupied by the owner or person responsible for the dog; or
- iii) an Animal Control Officer, Bylaw Enforcement Officer or Peace Officer has reasonable grounds to believe is likely to kill or seriously injure a person."

- f) Section 6.1 is hereby deleted and replaced with the following new section 6.1:

"An Animal Control Officer, Bylaw Enforcement Officer or Peace Officer may seize and deliver to the Animal Shelter:

- a) A dog or cat that at large;
- b) A dog that is not licenced as per the provisions of section 3. herein; and,
- c) A dangerous dog as per section 8. herein."

- g) Section 6.2 is hereby deleted and replaced with the following new section 6.2:

"A dog or cat seized pursuant to section 6.1 shall be considered impounded at the time and place it comes under the control of the Animal Control Officer, Bylaw Enforcement Officer or Peace Officer."

- h) Section 6.3 is hereby deleted and replaced with the following new section 6.3:

"The Animal Control Officer shall make make all reasonable efforts to determine the identity of the owner of a dog or cat that has been impounded, and to inform the owner that the animal has been impounded."

- i) Section 8.1 is hereby deleted and replaced with the following new section 8.1:

"The classification of a dog as a dangerous dog may be undertaken by an Animal Control Officer, Bylaw Enforcement Officer or a Peace Officer. An owner of dog that has been declared a dangerous dog will be contacted promptly upon classification as such."

- j) Section 8.3 is hereby deleted and replaced with the following new section 8.3:

"An Animal Control Officer, Bylaw Enforcement Officer or a Peace Officer may take the necessary steps to enter on any premises and seize and impound a dangerous dog and may apply to the Provincial Court within 21 days of impoundment of the dangerous dog for an order that the dangerous dog be destroyed."

- k) Section 8.13 is hereby deleted and replaced with the following new section 8.13:

"Except where an Animal Control Officer, Bylaw Enforcement Officer or Peace Officer has made an application to the Provincial Court for an order that a dangerous dog be destroyed, or the Animal Control Officer has determined that the dangerous dog suffers from rabies or other incurable disease and is to be destroyed, or the dangerous dog is in isolation after having bitten a person or domestic animal, the owner of a dangerous dog impounded pursuant to this Bylaw may reclaim such dangerous dog at any time before its destruction, on application to the Animal Control Officer. The applicant must show proof of ownership of the dangerous dog, make payment of all fees, costs and charges incurred in respect of the seizure and impoundment, boarding or maintenance, together with any applicable licensing."

### **PART 3 SEVERABILITY**

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

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

Adopted on the    day of    , 2014.

\_\_\_\_\_  
Director of Corporate &  
Development Services

\_\_\_\_\_  
Deputy Mayor

Certified a true copy of  
Bylaw No. 1033-2014 as adopted.

\_\_\_\_\_  
Director of Corporate & Development Services