



## **DISTRICT OF PORT HARDY**

# **AGENDA COUNCIL MEETING 7:00 PM, TUESDAY, OCTOBER 27, 2015 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET**

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

**Staff:** Rick Davidge, Chief Administrative Officer  
Allison McCarrick, Director of Financial Services  
Heather Nelson-Smith, Director of Corporate Services  
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY  
AGENDA FOR THE REGULAR COUNCIL MEETING  
7:00 PM TUESDAY, OCTOBER 27, 2015  
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>	
1-6	1. Minutes of the Regular Council meeting held October 13, 2015.	
	Motion required	1.            2.
	<b>D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL</b>	
7-11	1. S/Sgt. Gord Brownridge re: RCMP quarterly report July – September 2015.	
	<b>E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>	
12-14	1. Council Action items. For information.	
	<b>F. CORRESPONDENCE</b>	
	No correspondence in agenda package	
	<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>	
	1. Draft minutes of the First Nations Relations Committee meeting held October 13, 2015. For information.	
15-16	The First Nations Relations Committee recommends to Council: a) <i>“That Council support in principle an application to the Canada 150 Program for a First Nations carving to be added to and complement the existing carving in the Civic Center AND THAT the final application will be submitted to Council for approval.”</i>	
	Motion / direction	1.            2.
17-20	2. Draft minutes of the Parks & Recreation Review Committee meeting held October 14, 2015. For information.	
	The Parks & Recreation Review Committee recommends to Council: a. <i>“That Council directs staff to develop possible sources of funding that include costs for: a) rebuild of pool b) expansion of the recreation complex and c) use of bio-fuels at the complex.”</i>	
	Motion / direction	1.            2.

- b. *"That Council directs staff to prepare a Request for Quotation for Mitigation of Ballfield #2 at Beaver Harbour Park."*

Motion / direction 1. 2.

- c. *"That Council directs staff to remove the fencing and fill the fenced curling pond area situated beside the curling rink."*

Motion / direction 1. 2.

- 21-23 4. Draft minutes of the Operational Services Committee meeting held October 15, 2015. For information.

The Operational Services Committee recommends to Council:

- a) *"That Council request Stantec Consultants come and give a presentation to Council on the Airport Wastewater Treatment Plant project."*

#### **J. STAFF REPORTS**

- 24-38 1. Heather Nelson-Smith, Director of Corporate Services (Oct.16/15) re: Vancouver Island Regional Library Lease – 7110 Market Street.

Motion / direction 1. 2.

#### **K. CURRENT BYLAWS AND RESOLUTIONS**

- 39-67 1. District of Port Hardy Bylaw 1045-2015, A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the Year 2016. For Adoption.

Motion required. 1. 2.

- 68-69 2. District of Port Hardy Bylaw 1044-2015 A Bylaw for District of Port Hardy User Rates and Fees for 2016. For Adoption.

Motion required. 1. 2.

#### **L. PENDING BYLAWS**

No pending bylaws

#### **M. INFORMATION AND ANNOUNCEMENTS**

October 29 Committee: Joint Occupational Health and Safety Committee  
November 4 Heritage Society, 7:00 pm Council Chambers  
November 10 Committee: First Nations Relations, 4:30 pm Council Chambers  
Regular Council meeting 7:00 pm, Council Chambers  
November 11 Remembrance Day, Municipal Hall closed  
November 12 Committee: Operational Services, 3:00 pm Council Chambers  
November 18 Committee: Parks and Recreation Review, 3:00 pm Council Chambers  
November 24 Regular Council meeting 7:00 pm, Council Chambers

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

No in camera meeting scheduled at this time.

#### **O. ADJOURNMENT**

Motion required 1. 2. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY  
REGULAR COUNCIL MEETING  
OCTOBER 13, 2015  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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

**ALSO PRESENT:** Rick Davidge, Chief Administrative Officer  
Allison McCarrick, Director of Financial Services  
Heather Nelson-Smith, Director of Corporate Services  
Leslie Driemel, Recording Secretary

**REGRETS:** None

**MEDIA:** North Island Gazette      **MEMBERS OF THE PUBLIC:** 3

**A. CALL TO ORDER**

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

**B. APPROVAL OF AGENDA**

Mayor Bood advised of an addition to the agenda, under New Business G-1 Report from R. Davidge, CAO re: Strategic Wildfire Prevention Program.

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

**C. ADOPTION OF MINUTES**

1. The minutes of the Special Council Meeting held September 15, 2015.

Moved/Seconded/Carried  
THAT the minutes of the Special Council Meeting held September 15, 2015 be approved as presented.

2. Minutes of the Regular Council Meeting held September 15, 2015.

Moved/Seconded/Carried  
THAT the minutes of the Regular Council Meeting held September 15, 2015 be approved as presented.

**D. DELEGATIONS**

1. Mr. George Kearey and Mr. Dennis Flannigan, Royal Canadian Legion, Branch 237 re: Presentation of First Poppy for 2015 Poppy Campaign.

Mr. Kearey advised Council that he is stepping down as President of the Legion, introduced Mr. Dennis Flannigan who is the new Legion President.

The first poppy of the 2015 Royal Canadian Legion, Branch 237 Poppy Campaign was presented to Mayor Bood by Mr. Kearey.

2015-164  
AGENDA  
APPROVED AS  
AMENDED

2015-165  
SPECIAL COUNCIL  
MEETING  
MINUTES SEPT.15/  
2015 APPROVED

2015-166  
REGULAR  
COUNCIL  
MEETING  
MINUTES SEPT.15/  
2015 APPROVED

DELEGATION:  
MR. GEORGE  
KEAREY, RC  
LEGION BR 237  
PRESENTATION  
OF FIRST POPPY

2. Pauline Stevenson, Excel Career College re: Aquaculture training project. Ms Stevenson was unable to attend as a delegation.

#### **E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

1. Council action items were received for information.

Councillor Corbett-Labatt requested an update on the proclamation of October 1, 2015 as the International Day of Older Persons and the purchase/flying of the flag. R. Davidge, CAO advised that the proclamation has been posted, the flag was purchased and flown on October 1, 2015.

#### **F. CORRESPONDENCE**

1. Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations (Sept 8/15) re: Thank you for letter regarding BC Wildfire Service staff service in fighting the Tsulquate Wildfire was received for information.
2. Rhonda Vanderfluit, Registrar, Youth Parliament of B.C. Alumni Society (Sept 8/15) re: British Columbia Youth Parliament Session, December 27-31, 2015 was received for information.

Council directed staff to refer the information received regarding British Columbia Youth Parliament Session, December 27-31, 2015 to Port Hardy Secondary School.

3. Hon. Mary Polak, Minister of Environment (Sept.17/15) re: Suspension of Conservation Officer Bryce Casavant was received for information.
4. Rotary Clubs of Port Hardy and Port McNeill.
  - a. Allison McCarrick, Director of Financial Services (Sept.27/15) re: Rotary Clubs of Port Hardy and Port McNeill request for grant in aid was received for information
  - b. Rotary Clubs of Port Hardy and Port McNeill (Sept.17/15) re: Request for donation to 29th Annual Rotary Radio Auction, November 7 & 8, 2015.

A. McCarrick, Director of Financial Services advised Council that this was a late grant-in-aid application and that there is adequate funding available in the 2015 grant-in-aid budget. Recent applications received by the September 30, 2015 deadline are for 2016 grant in aid budget consideration.

Moved/Seconded/Carried

THAT Council approves the request from the Rotary Clubs of Port Hardy and Port McNeill for a donation to the 28th Annual Rotary Radio Auction be approved and shall consist of the same items that were donated in 2014, namely two annual resident launch and parking passes, one recreation adult punch card, one recreation child punch card and one hour adult ice rental.

5. Bruce Jolliffe, Chair Vancouver Island Regional Library Board of Trustees (Sept.24/15) re: Vancouver Island Regional Library 2016-2020 Financial Plan was received for information.

Councillor Robertson requested Councillor Hemphill provide an update on the planned renovations at the Port Hardy Branch of Vancouver Island Regional Library.

YOUTH  
PARLIAMENT  
REFERRED TO  
PHSS

2015-167  
2015 ROTARY  
AUCTION  
DONATION  
APPROVED

Councillor Hemphill advised the plans were going ahead. Councillor Tidbury commented that the tendering process is underway for the project.

6. Correspondence re: Hospital Parking Fees

- a. Copy of letter from Lois and Ed Jarvis, Campbell River BC to Campbell River Mayor Andy Adams and Council (Sept 27/15).
- b. Copy of letter from Claire Trevena, MLA North Island (Sept 30/15) to Hon. Terry Lake, Minister of Health
- c. Copy of letter from Claire Trevena, MLA North Island (Sept 30/15) to Dr. Brendan Carr, President and CEO, Vancouver Island Health Authority

Councillor Corbett-Labatt advised that parking fees at hospitals are becoming an issue in many communities and that she would support a letter to the Mayor of Campbell River and Vancouver Island Health Authority requesting that the Campbell River Hospital not implement parking fees.

2015-168  
REQUEST  
CAMPBELL RIVER  
HOSPITAL  
EXEMPT FROM  
PARKING FEES

Moved/Seconded/Carried

THAT Mayor Bood writes to Andy Adams, Mayor of Campbell River and Dr. Brendan Carr, President and CEO of Vancouver Island Health Authority supporting the request from Claire Trevena, MLA North Island, that the Campbell River Hospital be exempt from parking fees.

7. Angela Smith, Pumpkin Patch Committee 2015, Port Hardy Chamber of Commerce & Visitor Center (Oct.5/15) re: The Great Pumpkin Patch Walk Sunday November 1, 2015 and request for use of seawall from Rotary Park to Kinsmen Pavilion and to have lights turned out along seawall at 6:00 pm.

2015-169  
2015 PUMPKIN  
PATCH WALK  
REQUESTS  
APPROVED

Moved/Seconded/Carried

THAT Council approves the requests of Angela Smith on behalf of the Port Hardy Chamber of Commerce, to use the seawall from Rotary Park to the Kinsmen Pavilion as well as Carrot Park, for the 2015 Pumpkin Patch Walk event to take place on November 1, 2015 and to have the seawall lights turned off at 6:00 pm that evening.

**G. NEW BUSINESS**

Addendum

1. Report from R. Davidge, CAO re: Strategic Wildfire Prevention Program.

Rick Davidge, CAO outlined the Strategic Wildfire Prevention Program administered by UBCM and advised the first stage is to develop a community wildfire protection program through working with community stakeholders to identify priorities and an action plan for wildfire prevention in the community.

2015-170  
APPLICATION TO  
COMMUNITY  
WILDFIRE  
PROTECTION  
PROGRAM

Moved/Seconded/Carried

THAT Council supports the District of Port Hardy application to the Community Wildfire Protection Program as presented.

**H. COUNCIL REPORTS**

COUNCIL  
REPORTS

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

Mayor Bood welcomed Heather Nelson-Smith, the new Director of Corporate Services to the District of Port Hardy.

## I. COMMITTEE REPORTS

1. Minutes of the Emergency Planning Committee meeting held June 30, 2015. For information.
2. Draft minutes of the Emergency Planning Committee meeting held October 6, 2015. For information.
3. Draft minutes of the First Nations Relations Committee meeting held August 11, 2015 was received for information.
4. Draft minutes of the Operational Services Committee meeting held September was received for information.

The Operational Services Committee recommends to Council:

- a. *“THAT the completion of the Community Bear Smart designation be undertaken by the Operational Services Committee.”*

Moved/Seconded/Carried

THAT Council approves the completion of the Community Bear Smart designation by the Operational Services Committee.

- b. *THAT The short and long term recommendations in the Bathymetric analysis and preliminary lake level modelling for the District of Port Hardy Kains Lake Water Supply report be accepted and implemented, as presented in below:*

### *Short-Term*

- *District of Port Hardy should improve water level monitoring at Kains Lake by installing a level logger, recording discharge measurements and correlating measurements to staff gauge water levels in order to create a stage discharge curve. This is important information for accurate water level monitoring and should be installed as soon as practicable.*
- *District of Port Hardy should measure river discharge at the lower dam on numerous days in order to examine the relationship between river discharge at the upper and lower dam sites. Determination of river discharge in the vicinity of the plant will assist in water withdrawal planning, and ensuring sufficient flows for fish. Further investigation may be required dependent upon results;*
- *District of Port Hardy should investigate surface water inputs within the Kains Lake and Tsulquate River area (between the upper and lower dam). A field assessment to quantify water inputs into the watershed should be conducted to accurately describe inputs.*
- *District of Port Hardy should determine the relationship between upper dam bypass valve position and flow rate;*
- *District of Port Hardy should ascertain that bypass valves at the upper dam are in good condition and free of blockages;*
- *District of Port Hardy should investigate the specific requirements of their water lease with respect to fisheries management to ensure that future water-taking decisions are in accordance with any commitments required by the lease.*

### *Long-Term*

- *District of Port Hardy should begin investigation into the feasibility of upper dam upgrades (i.e. height increase).*

2015-171  
BEAR SMART  
COMMUNITY  
DESIGNATION BY  
THE OP SCVS  
COMMITTEE

Council discussed the recommendations with staff and work timeline for upgrades to Kains Lake Dam. Rick Davidge CAO advised that the work would not likely be able to be done prior to the summer of 2016 as low water levels are required to access areas of the dam. Council was advised that approval of the recommendations would start the process for Council review and budget consideration.

2015-172  
KAINS LAKE  
SHORT AND LONG  
TERM RECOM-  
MENDATIONS  
APPROVED

**Moved/Seconded/Carried**

THAT The short and long term recommendations in the Bathymetric analysis and preliminary lake level modelling for the District of Port Hardy Kains Lake Water Supply report be accepted and implemented, as presented in the minutes above.

- c. *“THAT Council consideration be given to establishing a rainbow crosswalk with a suggested location at the intersection of Granville and Rupert Streets.”*

Councillor Dugas advised he supported the idea in principle but does not want to single out support of one group, such as lesbian, gay, bisexual, and transgender (LGBT) over another such as anti-bullying. Council members discussed the crosswalk, possible costs and implementation of colored crosswalks supporting groups other than LGBT at other locations in the future.

2015-173  
RAINBOW  
CROSSWALK AT  
GRANVILLE &  
RUPERT STREETS

**Moved/Seconded/Carried**

THAT Council consideration be given to establishing a rainbow crosswalk with a suggested location at the intersection of Granville and Rupert Streets.

- 5. Draft minutes of the Parks & Recreation Review Committee meeting held September 15, 2015 was received for information

The Parks & Recreation Review Committee recommends to Council:

- a. *“THAT Council approves the Parks & Recreation Review Committee Terms of Reference.”*

2015-174  
PARKS & REC  
REVIEW COMM  
TERMS OF  
REFERENCE

**Moved/Seconded/Carried**

THAT Council approves the Parks & Recreation Review Committee Terms of Reference as presented below:

**1. ESTABLISHMENT**

The District of Port Hardy Parks and Recreation Review Committee, hereinafter referred to as the "Committee", was established as a Standing Committee of Council by Council of the District of Port Hardy on January 13, 2015.

**2. PURPOSE**

The Committee understands the value of maintaining a healthy and active lifestyle. The Committee also understands the importance of making available as broad a range of recreational activities for ALL members of the community. The mandate of the Committee is to:

- a) Advise in the operation, maintenance and improvement of District recreational facilities.
- b) Maintain and strengthen relationships with local recreational users;
- c) Work with local recreational organizations and users to plan and improve recreational activities and facilities within the District of Port Hardy;
- d) Research matters that are referred to the Committee by Council and provide recommendations to Council on such matters;
- e) Consult, on a regular basis, the recreational priorities, of individuals, groups, agencies and organizations



**3. AUTHORITY**

3.1 The Committee does not have delegated approval authority from Council.

**J. STAFF REPORTS**

1. Accounts payable for September, 2015 was received for information.

**K. CURRENT BYLAWS AND RESOLUTIONS**

1. Allison McCarrick, Director of Financial Services (Sept.23/15) re: District of Port Hardy Bylaw 1045-2015 Revenue Anticipation Borrowing Bylaw for 2016.

District of Port Hardy Bylaw 1045-2015, A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the Year 2016. For First, Second and Third Reading.

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1045-2015, A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the Year 2016 receive First, Second and Third Reading.

2. District of Port Hardy Bylaw 1044-2015 A Bylaw for District of Port Hardy User Rates and Fees for 2016. For First, Second and Third Reading.

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1044-2015 A Bylaw for District of Port Hardy User Rates and Fees for 2016 receive First, Second and Third Reading.

**L. PENDING BYLAWS**

No pending bylaws

**M. INFORMATION AND ANNOUNCEMENTS**

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

**N. NOTICE OF IN CAMERA MEETING**

No in camera meeting scheduled at this time.

**O. ADJOURNMENT**

Moved

THAT the meeting be adjourned.

Time: 7:50pm

CORRECT

APPROVED

2015-175  
BYL 1045-2015  
REVENUE  
ANTICIPATION  
(BORROWING) 1<sup>ST</sup>  
2<sup>ND</sup> 3<sup>RD</sup> READING

2015-176  
BYL 1044-2015  
USER RATES &  
FEES FOR 2016 1<sup>ST</sup>  
2<sup>ND</sup> 3<sup>RD</sup> READING

2015-177  
ADJOURNMENT

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

\_\_\_\_\_  
MAYOR



Royal Canadian  
Mounted Police

Gendarmerie royale  
du Canada

Security Classification/Designation  
Classification/désignation sécuritaire

Royal Canadian Mounted Police -Port Hardy  
7355 Columbia Street, P.O. Box 86  
Port Hardy, BC V0N 2R0

Your File - Votre référence

Our File - Notre référence

Port Hardy District Mayor and Council  
7360 Columbia Street P.O. Box 68  
Port Hardy, BC  
V0N 2R0

Date

July 2015

Mayor and Council  
District of Port Hardy

**RE: 1st Quarter (July 1 – Sept 30) 2015 RCMP Report**

For this fiscal year the Port Hardy RCMP Detachment will focus on the Strategic Priorities of Alcohol Abuse/Intoxication in Public, Traffic Safety with an emphasis on school/playground zones, Crime Reduction with a particular focus on property crime and enhancing relationships with youth in our First Nations Communities.

In keeping with our strategic priorities, we are consistently working to:

**Objective # 1 Alcohol Abuse/Intoxication in Public**

**Reduce the number of intoxicated people in public areas:**

Over this past quarter, the Port Hardy RCMP have continued ongoing meetings with our partners including Mental Health and their Act Team (ICMT), Crown Counsel, and the City Counsel.

The Mental Health ICMT has been an excellent resource and they are regularly seen out in the streets tending to some of the higher risk clients. One of the top five identified social offenders is currently on charge for Cause Disturbance.

Our local Probation Officers have been intensely supervising another one of the top five identified social offenders who is currently on court ordered conditions not to be anywhere in Port Hardy as a result of continually breaching his court ordered conditions.

Through the assistance of Crime Analyst, Dean CAMPBELL, we have been able to acquire statistics that identify problem areas/busiest time frames and re-confirm our top chronic offenders. With this information in hand, we will be working towards enhancing our ongoing strategies in order to direct our community policing efforts at intercepting nuisance behaviour prior to escalation. On October 7 a meeting was held with key community partners to discuss how we can best use the analyst's information.

This past summer season was a very busy time for the Port Hardy RCMP. Unusually hot, dry weather combined with extended liquor store hours contributed to a rise in public drunkenness calls for service.

### **Objective # 2 is Traffic Safety**

#### **Increased enforcement and visibility in school and playground zones, particularly in relation to distracted driving offences:**

Port Hardy RCMP identified a particular stretch of Coal Harbour Rd. as a high risk location. There has been an increase in single vehicle accidents, including a serious, near fatal incident at this location. Investigation has revealed that all accidents were caused by drivers failing to adhere to a suggested speed limit of 30 kph, which has been posted due to sharp curve on the road. The Port Hardy RCMP has increased patrols along Coal Harbour Road with an eye to taking a proactive approach to reducing the number of traffic incidents.

Since the school season has started there has been an increased police presence in school zones, particularly during the morning drop off times. Members have been utilizing these patrols to monitor traffic, in particular distracted driving. It is also proving to be an excellent opportunity to visit and build relationships with the youth.

Between 2015-08-20 and 2015-08-21, the North Island Integrated Road Safety Unit (IRSU) conducted enforcement in the North Island and Port Hardy area. Commercial Vehicle Safety, Private Vehicle Inspection and Seat Belt usage were the focus of enforcement. Two members from the North Island IRSU attended to the above noted area and conducted moving and stationary enforcement. Port Hardy members were provided an opportunity to liaise and work with IRSU as well as learn from their expertise in traffic enforcement.

Statistics as follows:

- Number of Violation tickets issued: **11**
- Number of Warnings/Notice and Order issued: **15**
- Number of traffic stops conducted in School/Playground zones: **5**. Port Hardy RCMP identifies school zone traffic enforcement as a detachment priority.

- Number of roadblocks set up: **7**, of which **3** were in school zones.
- Vehicle impounded as a result of traffic investigation: **3**
- Number of persons hitchhiking checked on Hwy 19: **1**
- Total moving traffic calls: **51**

Port Hardy RCMP will continue to conduct traffic enforcement in the detachment area as it has been identified as a priority by the Mayor and Council, as well as the RCMP.

### **Objective #3: First Nations**

#### **Enhance Relationships with Youth in First Nations Communities:**

During this reporting period, there was little activity within the Aboriginal communities with regard to the Student of the month program or School visits as schools were closed during the months of July and August.

Following the lead of Cst. BRENNAN, the Student of the Month Program is in its third year. All three Aboriginal Schools have been contacted and are happy the program will continue during the 2015/2016 School year. As with other years, the Student of the month will be delivered to all three Aboriginal Schools.

There has been continuing service to the Aboriginal Schools in the form of School visits and drop-ins. These brief visits are very well received by the students and staff. There has been seven school visits made by Cst. BEZAIRE during the month of September. These brief School visits have increased visibility and the Staff are now requesting RCMP to conduct safety talks for Halloween. Arrangements have been made to attend the Schools in the next reporting period for Halloween safety talks.

Cst BEZAIRE has begun a regular morning school zone patrol of the FNP schools and regularly conducts road checks in school zones.

Cst. BEZAIRE has continued with his sports program, teaching Judo to students at the Gwasala-Nakwaxda'xw School. The program will be re-starting in November and will continue into the New year. This is the second year Cst. BEZAIRE has been teaching Judo at this school. One can see the effects of this sports program as the relationship between Cst. BEZAIRE and the students has grown. Cst. BEZAIRE now knows a good portion of the students by name and has noticed that many students have lost their fear of Police and have become very friendly with Cst. BEZAIRE and other Members of the Port Hardy Detachment.

## **Objective #4: Crime Reduction**

### **Work to reduce property crime:**

In this past quarter, the "Lock-Out Auto Crime" initiative was conducted as a result of the increased complaints of thefts from motor vehicles. Port Hardy RCMP checked parked vehicles to see if they were potential targets of auto crime. A notice was left on each vehicle checked to make local citizens aware of the initiative. Port Hardy RCMP also received "Lock-Out Auto Crime" signage which was put up in areas around town by the district. The community has been responding well to the initiative. It is hoped, as local citizens become more aware of the preventive measures, combined with high visibility patrols; police will see a decrease of thefts from vehicles.

This past quarter also saw an increase in residential break and enters. Reviews of the break and enter complaints revealed the following:

- All files were fully investigated and properly supervised by the Watch Commanders.
- 5 of the complaints involved victims admitting to not having secured doors/windows, allowing easy access to culprits.
- 5 of the reported incidents occurred in a residential setting that is controlled by a building/facility manager.

In the next quarter, the Lock-Out Auto Crime initiative will continue. A press release will be included in this initiative in order to help get the message out to as many people as possible. Included in that press release will be the recommendation to not only secure your vehicle, but also your home.

Further, a member will be assigned to liaise with the property managers of the residential areas mentioned above, in an effort to deal some of the security and social problems that are contributing to the increase in break and enter complaints.

Members continue to patrol problem areas and conduct street checks on a regular basis.

If you have any questions, please feel free to contact me at your convenience.

Best Regards,

Gord Brownridge (S/Sgt)  
Detachment Commander  
Port Hardy

<b>File Type</b>	<b>July 1<sup>st</sup>, 2015 - Sept 30th, 2015</b>	<b>July 1<sup>st</sup>, 2014 - Sept 30th, 2014</b>
Assaults / including with bodily harm	29	40
Sexual Assaults	5	5
Intoxicated in Public	109	91
Breach of Peace	34	23
Cause Disturbance	46	35
Mischief	69	32
Bail Violations	38	41
Bylaw - Noise	23	22
False/Abandoned 911	34	23
Break & Enter - Business	2	1
Break & Enter Residence	11	5
Theft from Motor Vehicle under \$5000	11	5
Theft from Motor Vehicle over \$5000	0	0
Theft - Shoplifting Under \$5000	15	0
Missing Persons	24	15
Unspecified Assistance	3	5
False Alarms	26	39
Impaired Driving	2 + 3 IRP	8
Mental Health Act	2	0
Cocaine trafficking / possession	1 possession	4
Marijuana trafficking / possession	4 possession	
Prisoners Held	263	266
JJP Hearings	29	33
Detentions from JJP Hearings	19	16
<b>TOTAL</b>	<b>1234</b>	<b>1094</b>

ITEM	ACTION REGULAR COUNCIL MEETING –Oct 13 2015	WHO	STATUS /COMMENTS
Youth Parliament	Staff to refer the information re: BC Youth Parliament Session, Dec 27-31, 2015 to Port Hardy Secondary School. -Forward info to PHSS	LD	Done
Donation to Rotary Auction	Approved: Donation request from Rotary as: 2 annual resident launch and parking passes, 1 recreation adult punch card/1 recreation child punch card/ one hour adult ice rental. -advise Rotary and collect donations	HN-S	Done
Correspondence re: Hospital Parking Fees	Write Andy Adams, Mayor of Campbell River and Dr. Brendan Carr, President and CEO of Vancouver Island Health Authority supporting the request from Claire Trevena, MLA North Island, that the Campbell River Hospital be exempt from parking fees. -Write letter as directed for Mayors signature	HN-S	Done
Great Pumpkin Patch Walk November 1, 2015 Sunday	Council approved request by Chamber of Commerce, to use the seawall as well as Carrot Park, for the 2015 Pumpkin Patch Walk Nov. /15and to have the seawall lights turned off at 6:00 pm that evening. -advise Ch of Commerce -turn lights off/on along seawall as requested.	HN-S / SM	Done
Strategic Wildfire Prevention Grant Program.	THAT Council supports the District of Port Hardy application to the Community Wildfire Protection Program as presented. -send certified resolution to program grant coordinator -Send copy of Council resolution to UBCM for CWPP application.	LD/HN-S	Done
Operational Services to take on Bear Smart designation	THAT Council approves the completion of the Community Bear Smart designation by the Operational Services Comm -refer to next Op Svcs Committee agenda	LD	Done
Kains Lake	THAT The short and long term recommendations in the Bathymetric analysis and preliminary lake level modelling for the District of Port Hardy Kains Lake Water Supply report be accepted and implemented, - Staff to start the review of recommendations and associated costs and bring forward to Council.	AM/SM/JJ	
Rainbow Crosswalk	THAT Council consideration be given to establishing a rainbow crosswalk with a suggested location at the intersection of Granville and Rupert Streets -Staff to advise Council of costs, preferred locations etc. for rainbow sidewalk	AM/SM	

ITEM	ACTION REGULAR COUNCIL MEETING – Sept. 8, 2015	WHO	STATUS /COMMENTS
Strategic Natural Resource re: Knotweed Eradication Program Outline.	Council approved a contribution of \$5,000.00 plus an equivalent amount of assistance with in kind support to include personnel and equipment for use as part of the Knotweed Eradication Program as presented -Issue funds -Advise Operational Services	AM SM	
<b>ITEM</b>	<b>ACTION REGULAR COUNCIL MEETING - August 11, 2015</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
2. Draft Minutes of the District of Port Hardy Operational Services Comm Meeting, July 16/15. Recommendations to Council: a. <i>THAT, as a result of yard waste service misuse, Council directs staff to investigate options for providing the yard waste service and facility</i> b. <i>THAT Council requests Island Health to do a traffic study on all access points to and including the Primary Health Care Center."</i>	a. Direction: staff to investigate options for providing the yard waste service and facility. <i>-investigate options as directed</i> b. Council requests Island Health to do a traffic study on all access points to their properties adjacent to and including the Primary Health Care Center. <i>- Write letter as directed.</i>	RD/SM  RD	Under Review  Met with Health Authority staff and exploring options
<b>ITEM</b>	<b>ACTION REGULAR COUNCIL MEETING – July 14, 2015</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
1. Council of Senior Citizens' Organizations of BC (June 29/15) re: Request to Proclaim October 1, 2015 'International Day of Older Persons' and display International Day of Older Persons flag on October 1, 2015	THAT October 1, 2015 be proclaimed 'International Day of Older Persons' in Port Hardy AND THAT the District of Port Hardy purchase and display the Canadian version of the International Day of Older Persons flag on October 1, 2015. <i>-Purchase flag and display as requested</i>	SM	Underway
Parks & Rec Review Committee June 16/15. The Committee recommends to Council: <i>"THAT Council approves removal of overhead lighting (cross members and lights) at Beaver Harbour Park Ballfield #1, as per the Safety Authority Inspection report dated 06/10/2015, pending receiving a quote from the District's electrical contractor."</i>	THAT Council approves removal of overhead lighting (cross members and lights) at Beaver Harbour Park Ballfield #1, as per the Safety Authority Inspection report dated 06/10/2015, pending receiving a quote from the District's electrical contractor. <i>-Proceed as directed</i>	SM	Underway, awaiting Hydro truck



ITEM	ACTION COMMITTEE OF WHOLE MEETING – June 23/15	WHO	STATUS /COMMENTS
<p>Establishment of Personnel Committee</p> <p>a) Standing or Select Committee</p> <p>b) Scope / Terms of Reference</p> <p>c) Hiring Policy</p>	<p>1) THAT Council establishes a standing committee for personnel matters AND THAT staff investigates various options for doing so.</p> <p>-investigate committee options as directed</p> <p>2) Establish the Management Personnel Committee as a Select Committee of Council for conducting interviews and making recommendation to Council related to the District's management positions, AND THAT Mayor Bood, Councillor Marcotte, the CAO, and the DFS appointed as members AND THAT C/Tidbury be appointed as an alternate to C/ Marcotte.</p>	<p>RD</p> <p>Council/ Staff</p>	<p>Underway</p> <p>In progress</p>
<p><b>ITEM</b></p> <p>Op Scvs Committee meeting held June 18, 2015. Recommendations to Council:</p> <p>a. "THAT Council approves replacing the Fort Rupert Lift Station electrical kiosk with an aluminum box</p> <p>b. "THAT Council directs staff to prepare a bylaw for Council review to amend District of Port Hardy Water Conservation Bylaw No. 06-2005 to amend Stage 1, 2 and 3 Outdoor Water Use to Stage 1: Even number houses Monday, Wednesday and Saturday Odd number houses Tuesday, Thursday and Sunday 5:00am – 9:00am and 7:00pm – 10:00pm Stage 2: Even number houses Monday Odd number houses Thursday No surface washing (Driveways, buildings etc.) Stage 3: No lawn watering, pool filling, vehicle washing, no hand watering.</p>	<p><b>ACTION REGULAR COUNCIL MEETING – June 23/15</b></p> <p>a. THAT Council approves replacing the Fort Rupert Lift Station electrical kiosk with an aluminum box, at an estimated cost of \$1,800 as per Safety Authority directive ELOP-226651-014.</p> <p>- Proceed with repairs as directed</p> <p>b. THAT Council directs staff to prepare a bylaw for Council review to amend District of Port Hardy Water Conservation Bylaw No. 06-2005 as recommended</p> <p>-Prepare amending bylaw as directed.</p>	<p>SM/JJ</p> <p>RD</p>	<p>In progress</p> <p>In progress</p>
<p>First Nations Relations Committee meeting held June 9, 2015. Recommendations to Council "THAT Council provides First Nation cultural education and training for all District of Port Hardy employees AND THAT the cultural education and training be completed by the end of 2015."</p> <p>1. Operational Services Committee, Jan.22/15</p> <p>b. THAT the Operational Services Committee requests that staff and the Harbour Manager work with this charter group to come up with an agreement that can be brought back to Council for discussion.</p>	<p>THAT Council directs the First Nations Relations Committee to prepare a proposal to undertake a cultural education and training program for all District employees AND THAT the cultural education and training program be completed by the end of 2015.</p> <p>-FNRC to prepare proposal as directed.</p> <p><b>ACTION REGULAR COUNCIL MEETING – JAN. 26, 2015</b></p> <p>b. THAT staff and the Harbour Manager work with the charter group to develop an agreement that can be brought back to Council for discussion.</p> <p>-Staff and the Harbour Manager work with the charter group to develop an agreement as directed.</p>	<p>RD</p> <p>RD</p>	<p>C/Hemphill advised at FNRC meeting Sept 8 that CAO to contact potential trainers</p> <p>STATUS /COMMENTS</p> <p>STATUS /COMMENTS</p> <p>New review for October Operational Services meeting</p>



**MINUTES OF THE  
DISTRICT OF PORT HARDY  
FIRST NATIONS RELATIONS COMMITTEE MEETING  
HELD OCTOBER 13, 2015  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Councillors Pat Corbett-Labatt, Jessie Hemphill (Chair), Fred Robertson

**ALSO PRESENT:** Heather Nelson-Smith, Director of Corporate Services; Allison McCarrick, Director of Financial Services

**REGRETS:** None

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

**DRAFT**

**A. CALL TO ORDER**

Chair Jessie Hemphill called the meeting to order at 4:30pm.  
Chair Hemphill opened the meeting with the following statement: "I would like to acknowledge that we are on the unceded traditional territory of the Kwakiutl people."

**B. APPROVAL OF AGENDA**

Chair Hemphill advised of three additions to the agenda under New Business:

1. Storey's Beach sign
2. Airport Sign
3. UBCM Update

FNRC 2015-033  
AGENDA  
APPROVED AS  
AMENDED

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

**C. ADOPTION OF MINUTES**

1. Minutes of the meeting held September 8, 2015.

FNRC 2015-034  
MINUTES OF  
SEPT 8/15  
APPROVED

Moved/Seconded/Carried  
THAT the minutes of the First Nations Relations Committee meeting held September 8, 2015 be approved as presented.

**D. DELEGATIONS**

None

**E. CORRESPONDENCE**

None

**F. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

1. Review and Update of Action Items  
Community to Community Forum with Kwakiutl First Nation. Councillor Hemphill advised she has not heard from Coreen Child.
2. District of Port Hardy cultural sensitivity training.  
Heather Nelson-Smith will discuss the training with Rick Davidge, CAO to see what progress has been made and follow up with preparing a budget and program.

FNRC 2015-035  
CANADA 150  
GRANT  
APPLICATION

3. Canada 150 grant update  
Councillor Corbett-Labatt reported on the Canada 150 grant program and application process.

**Moved/Seconded/Carried**

The First Nations Relations Committee recommends that Council support in principle an application to the Canada 150 Program for a First Nations carving to be added to and complement the existing carving in the Civic Center AND THAT the final application will be submitted to Council for approval.

4. RDMW C2C committee update.  
Councillor Robertson reported he attended the economic forum meeting and that plans are still in preliminary discussion phase. The next meeting is October 15, 2015. The event needs participation from all North Island communities.

**G. NEW BUSINESS**

1. Storey's Beach sign  
Councillor Corbett-Labatt advised she has met with Merv Child to determine location of the sign.
2. Airport Signage  
Councillor Robertson reported that the Port Hardy Airport is getting a facelift and there has been discussion on new signage. It was suggested that if the District wants to have input now is the time and that it should reflect other signage in town and First Nations art.
3. UBCM Convention Update  
Councillor Hemphill gave an update on the 2015 UBCM Convention and the First Nations Reconciliation sessions. Reconciliation in Action session referred to the 16 recommendations in the Truth and Reconciliation report and it was nice to see Port Hardy has adopted them. Councillors agreed that it would be beneficial to have a Council / UBCM Convention debrief session. Councillor Corbett-Labatt stated during her session that there needs to be attention to First Nation businesses on First Nation land.

**DRAFT**

**H. ROUNDTABLE DISCUSSION**

Councillor Robertson advised there needs to be consultation with the Kwakiutl First Nation on recreation sites such as the ball field. He will contact Tom Child regarding the ballfields.

Councillor Corbett-Labatt attended the Tri Community luncheon and met with Merv Child about signs. There was discussion about Council meeting procedures with the elders.

**I. NEXT MEETING DATE**

The Committee set the next meeting date for 4:30 pm Tuesday November 10, 2015.

**J. ADJOURNMENT**

Moved  
THAT the meeting be adjourned.

Time: 5:36pm

FNRC 2015-036  
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY  
PARKS & RECREATION REVIEW COMMITTEE MEETING  
HELD OCTOBER 14, 2015  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Councillors Rick Marcotte, Fred Robertson and John Tidbury (Chair)

**ALSO PRESENT:** Councillor Dennis Dugas, Rick Davidge - Chief Administrative Officer,  
Allison McCarrick - Director of Financial Services, Leslie Driemel, Recording Secretary

**REGRETS:** Sean Mercer – Operations Manager

**A. CALL TO ORDER**

Chair John Tidbury called the meeting to order. Time: 3:00pm

**B. APPROVAL OF AGENDA AS PRESENTED (or amended)**

Councillor Robertson requested an addendum to the agenda under G. New Business discussions on:

- Ballfields improvements
- Pool assessment
- Fenced area at Curling Rink

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

**C. ADOPTION OF MINUTES**

1. Minutes of the meeting held September 15, 2015.

Councillor Marcotte requested the minutes of September 15, 2015 be amended to change the name *Adam Ireland* to *Adam Ireton*.

Moved/Seconded/Carried  
THAT the minutes of the meeting held September, 2015 be amended to change the name Adam Ireland to Adam Ireton.

**D. DELEGATIONS**

No delegations

**E. CORRESPONDENCE**

No correspondence.

**F. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

1. Review of Action Items

PRCC  
2015-035  
AGENDA  
APPROVED AS  
AMENDED

PRCC  
2015-036  
MINUTES SEPT  
15 /15  
APPROVED AS  
AMENDED

**DRAFT**

Action items were reviewed for information.

Trails: Councillor Marcotte expressed concerns regarding trails that may be built within the District of Port Hardy watershed areas.

### **G. NEW BUSINESS**

Chair Tidbury recapped work the Committee has done to date including;

- Completion of Terms of Reference
- Review of the Port Hardy Aquatic Center Condition Assessment Report by Stantec Consultants
- Ballfield improvements

Chair Tidbury suggested the Committee look at the following items going forward

- Invite new members
- Develop a sub-committee to look at recommendations from the pool assessment report, look at replacing the pool itself and look at adding additional space to the recreation center.
- Develop a Recreation Building Committee to get input on future improvements to the recreation complex.

The Committee discussed the need to move forward on the pool and obtain information regarding possible grant funding. The Committee discussed developing a sub committee to look at planning that could then change to a building committee when costing estimates are available. It was agreed the Committee itself needs to develop a direction and focus regarding the pool before a sub committee is formed. The upcoming Federal Government election may produce new funding opportunities.

**DRAFT**

PRCC  
2015-037  
DEVELOP  
FUNDING  
SOURCES FOR  
POOL REHAB

**Moved/Seconded/Carried**

THAT the Parks and Recreation Review Committee recommend that Council directs staff to develop possible sources of funding that include costs for:

- a) rebuild of pool
- b) expansion of the recreation complex and
- c) use of bio-fuels at the complex.

The Committee had a general discussion on utilizing bio-fuels that included;

- Sources of fuel
- Utilization of power produced into hydro grid/municipal facilities
- Costs to obtain fuel and maintain bio-fuel facility
- Utilizing heat from arena condensers and possible heat sources including geo-thermal
- Capital investment costs
- Partnerships with others such as Quatsino First Nation and SD 85
- Expert advice needed

### **Ballfields**

Councillor Robertson discussed with the Committee the need of a broader study on recreation potential at Storey's Beach. The year to date figures for Ball Park Capital budget was circulated to the Committee.

Councillor Robertson discussed moving ahead with improvements to ballfield #2 before the year end. Discussion on work at ballfield #2 included a grass infield and leveling of the outfield. The Committee discussed if the work could be completed and the ground settled prior to the winter season and that the work of a prior contractor was not completely satisfactory.

Allison McCarrick, Director of Finance advised that specifications of the work required would be needed before a request for quotation could be issued and that a time frame for the work should be included as well.

C/ROBERTSON  
TO CONTACT A.  
IRETON RE  
BALLFIELD  
IMPROVEMENTS

Councillor Robertson advised he would contact Adam Ireton and work with him on specific requirements for improvements to ballfield #2. Councillor Robertson discussed using volunteer labour to mitigate costs and would ask Mr. Ireton to help organize volunteers.

The Committee discussed starting with ballfield #2 using 2015 budgeted funding and 2016 budget funding to continue improvements.

PRCC  
2015-038  
DEVELOP RFQ  
FOR BALLFIELD  
#2

Moved/Seconded/Carried

THAT the Parks and Recreation Review Committee recommend that Council directs staff to prepare a Request for Quotation for Mitigation of Ballfield #2 at Beaver Harbour Park.

#### Curling Rink Area Improvements

Councillor Robertson discussed with the Committee the need to remove the fenced curling pond area situated beside the curling rink.

PRCC  
2015-039  
REMOVED  
CURLING POND

Moved/Seconded/Carried

THAT the Parks and Recreation Review Committee recommend that Council directs staff to remove the fencing and fill the fenced curling pond area situated beside the curling rink.

The Committee discussed utilizing the curling pond space for an outdoor volleyball court.

The Committee discussed the need for improved public washroom facilities at Beaver Harbour Park, pump out costs and the possible purchase by the District of a small sani truck for pumping purposes.

REFER BH PARK  
WASHROOMS  
TO OP SCVS  
COMMITTEE

The Committee agreed by consensus to refer the improvement of public washroom facilities at Beaver Harbour Park to the Operational Services Committee.

#### **H. ROUND TABLE DISCUSSION**

The Committee discussed future agenda items including

- Direction and focus of the committee on pool issues and alternate energy/bio fuels/

DRAFT

- Addition of two ladies dressing rooms at arena
- Addition of a warm room at arena
- Signage - Welcome to Port Hardy signage at Carrot Park, directional signage to Beaver Harbour Park and ballfields
- Camping in Beaver Harbour Park

I. **NEXT MEETING DATE:** 3:00pm.Wednesday November 18, 2015

**J. ADJOURNMENT**

PRCC  
2015-040  
ADJOURNMENT

Moved  
THAT the meeting be adjourned. Time:3:50pm

**DRAFT**



**MINUTES OF THE DISTRICT OF PORT HARDY  
OPERATIONAL SERVICES COMMITTEE MEETING  
HELD OCTOBER 15, 2015  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Councillors Dennis Dugas, Rick Marcotte (Chair) and John Tidbury

**ALSO PRESENT:** Rick Davidge - Chief Administrative Officer

**REGRETS:** None

**A. CALL TO ORDER**

Chair Rick Marcotte called the meeting to order. Time: 3:00pm

**B. APPROVAL OF AGENDA**

The Committee requested an addendum to the agenda under Delegation:  
Leah Robinson and Angela Smith – Harbour Managers re: Report on Reserved  
Moorage.

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

**C. MINUTES**

1. Minutes of the Operational Services Committee meeting held September 15, 2015.

Moved/Seconded/Carried  
THAT the minutes of the Operational Services Committee meeting held September 15, 2015 be approved as presented.

**D. DELEGATIONS**

Leah Robinson and Angela Smith – Harbour Managers re: Report on Reserved  
Moorage.

Angela Smith reviewed the options available for a reserved moorage program at Fishermans Wharf and Bear Cove Recreation site. Charter boat operators want to have their own reserved space and the issue becomes one of allowing one group to have reserved space over other boat owners. The Harbour Managers advised they understand the District does not want to be in direct competition with local moorage facilities which have reserved moorage. Some clients at a local marina would come over to Fishermans Wharf for reserved moorage and moorage space is already limited.

The Committee was advised that there would need to be capital investment for reserved moorage areas.

OP SCVS  
2015-048  
AGENDA  
APPROVED AS  
AMENDED

OP SCVS  
2015-049  
MINUTES SEPT  
15/15 APPROVED  
AS PRESENTED

**DRAFT**



Discussion by the Committee members and the Harbour Managers included having reserved moorage at Bear Cove Recreation Site. Discussion included:

- a question of the willingness of charter boat operators to moor there
- enough parking for boat operators and their clients and recreational fishers who launch there
- collection of fees: The Harbour Manager suggested reserved moorage would be paid in advance directly to the Harbour Manager, not collected at the site
- a more secure facility in summer months with a caretaker on site.
- concerns regarding wave action have been mitigated by the breakwater
- reserved spaces at Bear Cove would create more space at Fishermans Wharf
- conditions the District may have on their water licenses/leases with other levels of government. Staff was requested to look at any restrictions regarding charging fees.

The Committee discussed with the Harbour Managers other issues including;

- concerns regarding the amount of time vehicles stay at the unloading zone at Fishermans Wharf and enforcement
- congestion at the fish cleaning station
- derelict vessels in the harbour and ways to collect on past due accounts. Leah Robinson advised there is an upcoming workshop on October 28<sup>th</sup> that may be of interest to staff and council members. The information will be emailed out.
- concerns regarding the anchors and floats at the Seagate Pier T floats

#### **E. CORRESPONDENCE**

No correspondence.

#### **F. BUSINESS ARISING / UNFINISHED BUSINESS**

1. Action Items were reviewed and updated.

#### **G. NEW BUSINESS**

1. Councillor Dugas: Bear Aware / Bear Smart

Councillor Dugas led the Committee in a discussion on how to move forward to become designated as a Bear Smart Community. Local residents Alan Douglas and Bryce Casavant are interested in working with any group or committee on Bear Smart Awareness etc.

The Committee discussed the need for public awareness and education on Bear Smart activities and actions. Rick Davidge, CAO suggested that Crystal McMillan be asked to come to an Operational Services Committee to review progress to date and how to go forward towards becoming a Bear Smart Community. Allison McCarrick, Director of Financial Services advised that Heather Nelson-Smith will be contacting Crystal McMillan and will advise Councillor Dugas directly.

The Committee discussed

- brochures and website information available from other communities such as Whistler and Port Alberni.
- how social media is used to advise of wildlife sightings, but the information is not getting to the property government agencies.

**DRAFT**

- the need to have access to data regarding wildlife sightings in the community
- The Bear Smart budget for 2015 and 2016
- wildlife awareness signage at trails and bear proof garbage bins at trails
- holding a public meeting and invite the local Conservation Officer to attend

The Committee agreed to invite Crystal McMillan and have discussion on how to proceed before going ahead with establishing a sub-committee with public participation.

#### **H. ROUND TABLE**

The Committee discussed general items of concern including

- streetlights out in the community and action to resolve them
- seawall light project progression
- Stantec presentation to Council on the Airport Wastewater Treatment Plant
  - chemical costs at the wastewater treatment plants
- dangerous trees in the greenbelt between Upper Carnarvon and Mayors Way. S. Mercer advised that Daisy Weymer will review the area for removal of trees and provide an estimate of costs.
- progress on the utility master plan
- update on SCADA and PLC issues

Moved/Seconded/Carried

The Operational Services Committee recommends that Council request Stantec Consultants come and give a presentation to Council on the Airport Wastewater Treatment Plant project.

**I. NEXT MEETING:** November 12, 2015, 2015 at 3:00pm

Upcoming Meeting dates: November 19, December 17

#### **J. ADJOURNMENT**

Moved

THAT the meeting be adjourned.

Time: 11:30am

OP SCVS  
2015-050  
STANTEC  
PRESENTATION

OP SCVS  
2015-051  
ADJOURNMENT

**DRAFT**



## DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

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**TO:** Rick Davidge, CAO  
**FROM:** Heather Nelson-Smith  
**SUBJECT:** Vancouver Island Regional Library  
Lease – 7110 Market Street  
**DATE:** October 16, 2015

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The current lease with Vancouver Island Regional Library (VIRL) for the library space at 7110 Market Street will expire December 31, 2015. This completes a 5 year lease that included a 2% per annum increase in rent.

### Background

In 2010 the lease was redone to include necessary changes with regards to:

- Remove provision of janitorial services from the VIRL lease;
- 3.5% increase in 2011 (1.5% to offset increased electrical costs of previous years, 2% annual cost of living) ;
- 2% increase each year, 2012 through 2015;
- Tenant responsibility to include costs of lighting tubes & switches;
- Tenant responsibility to include regular furnace maintenance and repair costs of less than \$1,000;
- Negotiation of new terms in 2016 in the event VIRL wishes to renew the contract.

### Comments from VIRL

- Has requested a 1.5 % increase annually
- Is installing a new HVAC System, but will maintain, they would like the lease to reflect that they will maintain the HVAC system.

### Recommendations

THAT we enter into a new lease for a five-year term with an optional five-year renewal term, as follows:

- 1.5% increase each year, 2016 through 2020; (comparison between 2% and 1.5% attached)
- Negotiation of new terms in 2020 in the event VIRL wishes to renew the contract.
- Add the HVAC System to the lease for VIRL to maintain.

Respectfully submitted,

I agree with the recommendation.

Heather Nelson-Smith, DCS

Rick Davidge, CAO

Comparison 1.5% to 2%

2015 Lease annually 35,948

2%	Annual	Monthly	Per square foot
2016	36,667	3,055.58	13.58
2017	37,400	3,116.69	13.85
2018	38,148	3,179.03	14.13
2019	38,911	3,242.61	14.41
2020	39,689	3,307.46	14.70

1.5%	Annual	Monthly	Per square foot	Annual revenue difference
2016	36,487	3,040.60	13.51	179.74
2017	37,035	3,086.21	13.72	365.77
2018	37,590	3,132.50	13.92	558.26
2019	38,154	3,179.49	14.13	757.37
2020	38,726	3,227.18	14.34	963.29

# LEASE

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**THIS AGREEMENT** made the 1<sup>st</sup> day of January, 2016

**BETWEEN:**                    **District of Port Hardy**  
7360 Columbia Street  
Port Hardy, British Columbia  
V0N 2P0

(hereinafter called the "Landlord")  
OF THE FIRST PART

**AND:**                            **VANCOUVER ISLAND REGIONAL LIBRARY**  
P.O. Box 3333  
6250 Hammond Bay Road  
Nanaimo, British Columbia  
V9R 5N3

(hereinafter called the "Tenant")  
OF THE SECOND PART

## **WHEREAS**

The Landlord is the owner of those lands and premises situated in Port Hardy, in the Province of British Columbia, more particularly described as:

Second Floor of 7110 Market Street, Port Hardy, BC

(hereinafter called the "Building"),

**AND** the Tenant desires to rent certain space in the Building;

**NOW THEREFORE THIS INDENTURE WITNESSETH THAT** in consideration of the rents, covenants, conditions and agreements herein reserved and contained on the part of the Tenant to be paid, observed and performed, the Landlord does hereby demise and lease to the Tenant the entire top floor of the building (hereinafter called the "Premises", having an area of 2700 square feet, more or less, upon the terms and conditions hereinafter set forth.

## **TERM**

**TO HAVE AND TO HOLD** the Premises for a term of five years from the 1<sup>st</sup> day of January, 2016 to the 31<sup>st</sup> day of December, 2020.

## THE TENANT COVENANTS WITH THE LANDLORD

### 1. RENT

The Tenant shall pay to the Landlord at its office the address for which is set out herein, or as the landlord may direct in writing, in lawful money of Canada, without any set-off or deduction whatsoever on the days and times hereinafter specified, rental, which shall be the aggregate of the sums required to be paid by Clause (a) below:

- (a) RENT is based on the square footage of the Premises used for Public Library purposes (2700 square feet), in accordance with the following schedule:
- (i) During the period January 1, 2016 to December 31, 2016, Thirteen Dollars and Fifty One Cents (\$13.50 per square foot per annum yielding during the period the sum of Thirty-Six Thousand, Four Hundred and Eighty-Seven Dollars (\$36,487.00) payable in twelve (12) equal consecutive monthly installments of Three Thousand Forty Dollars and Sixty Cents (\$3,040.60), in advance commencing January 1, 2016.
  - ii) During the period January 1, 2017 to December 31, 2017, Thirteen Dollars and Seventy Eight Cents (\$13.78) per square foot per annum yielding during the period the sum of Thirty Seven Thousand Two Hundred and Seventeen Dollars (\$37,217.00) payable in twelve (12) equal consecutive monthly installments of Three Thousand One Hundred and One Dollars and Forty One cents (3,101.41) in advance commencing January 1, 2017.
  - iii) During the period January 1, 2018 to December 31, 2018, Fourteen Dollars and Six Cents (\$14.06) per square foot per annum yielding during the period the sum of Thirty-Seven Thousand, Nine Hundred and Sixty One Dollars (\$37,961.00) payable in twelve (12) equal consecutive monthly installments of Three Thousand One Hundred and Sixty-Three Dollars and Forty-Four Cents (\$3,163.44), in advance commencing January 1, 2018.
  - iv) During the period January 1, 2019 to December 31, 2019, Fourteen Dollars and Thirty Four Cents (\$14.34) per square foot per annum yielding during the period the sum of Thirty-Eight Thousand, Seven Hundred and Twenty One Dollars (\$38,721.00) payable in twelve (12) equal consecutive monthly installments of Three Thousand Two Hundred and Twenty Six Dollars and Seventy One Cents (\$3,226.71), in advance commencing January 1, 2019.
  - v) During the period January 1, 2020 to December 31, 2020, Fourteen Dollars and Sixty Three Cents (\$14.63) per square foot per annum yielding during the period the sum of Thirty-Nine Thousand Four Hundred and Ninety-Five Dollars (\$39,495.00) payable in twelve (12) equal consecutive monthly installments of Three Thousand Two Hundred and Ninety One Dollars and Forty Two Cents (\$3,291.25), in advance commencing January 1, 2020.
- (b) Operating costs including electricity, furnace repair and maintenance as shown on Schedule B, municipal utilities, snow removal and garbage disposal are included in the above rent.

## **2. BUSINESS TAXES**

That the Tenant will pay any and all business or other taxes or charges that may be levied with respect to the Tenant's use or occupation of the premises.

## **3. COMPLIANCE WITH LAWS**

That it will, at its own expense, at all times and in all respects in regard to the premises, strictly conform to all legal requirements whatsoever, whether imposed by Federal, Provincial, Municipal Regional, or other public or statutory authority, or otherwise howsoever, which it is the duty of the Tenants or occupants to comply or conform to, either under this Lease or in connection with the use or occupation of the Premises.

## **4. USE OF PREMISES**

The Tenant shall use the Premises only for the purpose of a public library.

## **5. MAINTENANCE AND REPAIRS**

The Tenant agrees to be responsible for maintenance and repairs arising from normal usage of the interior premises or neglect of the Tenant, its agents, employees, workmen or visitors, specifically for interior painting, lighting bulbs and switches. The Landlord agrees that should refurbishment of the lease premises be undertaken by the Tenant that the Landlord will participate and update associated areas to a like standard. Refurbishment plans will be discussed and agreed to before being undertaken. Refer to Schedule B for repair and maintenance responsibilities.

## **6. SUB-LEASE**

The Tenant shall not have the right to sub-let the Premises or any part thereof without the prior written approval of the Landlord, which shall not be unreasonably withheld.

## **7. INDEMNIFICATION**

The Tenant shall indemnify the Landlord from and against all lawsuits, damages, losses, costs or expenses which the Landlord may incur by reason of the use or occupation of the Premises by the Tenant or the carrying on upon the Premises of any activity in relation to the Tenant's use of the Premises and in respect of any loss, damage or injury otherwise sustained by the Landlord, or any other party including all costs, taxed on a solicitor and client basis, and disbursements.

## **8. INSPECTION**

That the Landlord or the Landlord's agents may at any reasonable time during the term, enter upon the Premises or any part thereof and view the state or condition thereof and may serve upon the Tenant notice in writing of any defect for which the Tenant is responsible under this Lease requiring the Tenant, within such times as the Landlord may reasonably prescribe, to repair the same and the Tenant agrees to do so.

## **9. INSURANCE**

The Tenant shall take out and maintain insurance on its fixtures and stock-in-trade to the full value thereof, and to provide comprehensive all-risk liability insurance to an amount of not less than five million dollars (\$5,000,000) per occurrence.

The Landlord will insure the building against fire and all risks.

#### **10. NOTICE OF DEFECT**

The Tenant will give to the Landlord prompt written notice of any defect, accident or other damage to the premises, the repair of which is not, in the Tenant's opinion the responsibility of the Tenant.

#### **11. RULES AND REGULATIONS**

The Tenant shall comply with all such rules and regulations as the Landlord may deem necessary for the good reputation, safety, care, cleanliness and appearance of the Premises.

#### **12. DAMAGE**

The Tenant shall reimburse the Landlord for any costs incurred by the Landlord (including legal costs on a solicitor client basis) in making good any damage caused to the Premises or the building as a result of the negligence or willful act of the Tenant, its invitees, licensees, agents or servants from time to time in or about the Premises.

#### **13. REMOVAL OF FIXTURES AND CHATELS**

The Tenant shall not remove any trade fixtures, goods or chattels of any kind from the Premises until all rent and other moneys due have been paid.

#### **14. SIGNAGE**

The Tenant shall only erect, place or keep in or upon the Premises shades, window blinds, awnings, projections, signs, advertisements, lettering devices, painting or decoration as are approved by the Landlord, and upon the expiration or determination of this Lease will remove the same if required to do so by the Landlord. Such approval shall not be unreasonably withheld.

#### **15. ALTERATIONS**

The Tenant will not during the term, without the consent in writing of the Landlord first obtained, which may not be unreasonably withheld, make any additional changes, alterations, additions, or improvements in or to the Premises which affects the structure or perimeter walls, the sprinkler system, the heating, ventilation, plumbing, electrical or mechanical equipment or systems or the bearing floors, ceilings or columns or the roof.

#### **16. ATTORNMENT**

The Tenant shall, in the event of any proceedings being brought for the foreclosure of any mortgage made by the Landlord covering the Premises, or in the event of the exercise of the power of sale under such mortgage, attorney to the mortgagee or the purchaser as the case may be, upon any such foreclosure or sale and recognize such mortgagee or purchaser as Landlord under this Lease.

#### **17. LANDLORD'S COSTS**

The Landlord shall pay the costs relating to the following services:



- (a) Any and all Building structure and or envelope remediation repairs required.
- (b) Any and all mechanical, data, electrical systems including ballasts repairs required.
- (c) Exterior repainting and or updating required on the same basis as other areas owned or occupied by the Landlord so as to keep the general appearance of the occupied area consistent with the landlord's areas.
- (d) hydro,
- (e) Heat,
- (f) Water and Sewer.

## **18. TENANT'S COSTS**

The Tenant shall be responsible for:

- (a) costs of telecommunications lines and Internet services
- (b) Janitorial services.
- (c) Security system as required by the Tenant.
- (d) Installation of book shelves.
- (e) Installation of signage,
- (f) Interior painting
- (g) Other Furniture and Equipment as required by the Tenant,
- (h) HST.

## **19. YIELD POSSESSION**

Subject to the terms hereof, the Tenant shall at the expiration or sooner determination of this Lease, or the term of any renewal thereof, peaceably surrender and give up possession of the Demised Premises in good repair (reasonable wear and tear excepted) without notice from the Landlord, any right to notice to quit or vacate being hereby expressly waived by the Tenant, despite any law or custom to the contrary.

## **THE LANDLORD COVENANTS WITH THE TENANT**

### **20. QUIET ENJOYMENT**

The Landlord covenants with the Tenant for quiet enjoyment.

### **21. REPAIRS**

The Landlord shall be responsible for all structural and building envelope maintenance and repairs to the Premises, including but not limited to repairs to the roof, walls, exterior windows and doors, foundations and bearing structure of the Building and repairs of damage to the building for which the Landlord is obligated to ensure hereunder. The Landlord shall also be responsible for all mechanical, data and electrical systems repairs to the Premises such as furnace, electrical equipment, devices, wiring, ballasts, conduits, plumbing, fixtures covered by walls, floors and ceilings. Refer to Schedule B for repair and maintenance responsibilities.

### **22. INSURANCE**

The Landlord shall obtain, maintain and pay for insurance on the Building, excluding all chattels of the Tenant, against loss or damage by fire and extended coverage perils.

### **23. TAXES**

The Tenant shall pay all taxes, rates, duties, levies, assessments and charges that may become due in respect of the land and improvements thereon and any business tax, tax on personal property or income, licenses, fees or other taxes imposed upon the property, business or income of the Tenant, or upon things erected, affixed or brought upon the premises by the Tenant, all of which shall be promptly paid by the Tenant.

## **THE LANDLORD AND THE TENANT MUTUALLY COVENANT WITH EACH OTHER**

### **24. DAMAGE TO BUILDING**

In case the Premises or any part thereof shall at any time during the term through no negligence on the part of the Tenant, its servants or agents or visitors, be damaged by fire or other causes then and so often as the same shall happen, the rent hereby reserved or a proportionate part thereof according to the nature and extent of the injuries sustained and all remedies for recovering the same, shall be suspended and abated until the Premises shall have been rebuilt or made fit; PROVIDED, however, if the premises, in the opinion of the Landlord reasonably arrived at, cannot be rebuilt or made fit for the purpose of the Tenant within one hundred and eighty (180) days of such damage, the Landlord or Tenant may at its option terminate this Lease by giving the other within thirty (30) days of such damage, notice of termination.

### **25. IMPROVEMENTS**

The Landlord shall have the right to make additions, improvements, alterations and repairs to the building or the Premises and for this purpose may enter upon the Premises for the purpose of completing the same, and in such event the rent shall not abate while such work is being carried on; however, the Landlord will attempt to keep disturbance and inconvenience to a minimum.

### **26. DEFAULT**

In the case of default or breach or non-performance of any of the covenants and agreements herein contained on the part of the Tenant (not including non-payment of rent) then the Landlord may serve written notice on the Tenant specifying the breach, default or non-performance complained of, and requiring it to remedy the same. If the same is not remedied within twenty (20) days of the service of such notice or if the rent shall remain unpaid for eight (8) days, or if the premises shall be vacated or remain unoccupied or if the term hereby granted shall be seized or taken into execution or should a substantial portion of the property of the Tenant situate on the Premises become liable to attachment, distress or execution, or in the event that the Tenant should cease carrying on business in the normal course, or should become insolvent, or make any assignment for the benefit of its creditors, or become bankrupt or if a receiver for all or a substantial part of the business of the Tenant be appointed by the Court, then without prejudice to any other remedy that the Landlord might have either pursuant to this Lease or by law, the Landlord may at its option immediately cancel and terminate this Lease and the full amount of the then current month's rent and the next three months' rent shall be at once due and payable by the Tenant.

## **27. DISTRESS**

That if at any time the Landlord should be in a position to terminate this Lease by reason of the Tenant's default and should determine the same, then such determination shall not affect the Landlord's right to distain for any moneys payable under this Lease which are in arrears, whether such determination takes place before or after distress, and the Landlord's right to collect the same by distress or otherwise, shall be deemed to be the same as if this Lease had not been determined.

## **28. RENT ON FORFEITURE**

In case the Landlord shall re-enter the premises prior to the expiry of this Lease by reason of default by the Tenant, the Tenant shall be Liable to the Landlord for the amount of rent for the remainder of the term, as if such re-entry had not been made, less the actual amount received by the Landlord after such re-entry.

## **29. LANDLORD RIGHT TO PERFORM**

If the Tenant shall fail to perform any of its covenants or obligations then the Landlord shall have the right, but shall not be obligated, to perform or cause the same to be performed and all payments, expenses, charges, fees and disbursements including legal fees and disbursements on a solicitor and client basis, incurred or paid by or on behalf of the Landlord with respect thereto shall be paid by the Tenant to the Landlord forthwith, failing which same shall be deemed to be rent in arrears.

## **30. WAIVER**

Any waiver on breach or default or non-observance by the Tenant or Landlord of any of their covenants or obligations shall not operate as a waiver of the other's rights hereunder in respect of any subsequent default, breach or non-observance.

## **31. REMEDIES NOT EXCLUSIVE**

No remedy conferred on or reserved to the Landlord is exclusive of any other remedy herein or provided by law, but such remedy shall be cumulative and shall be in addition to any other remedy herein or hereafter existing at law, in equity or by statute.

## **32. TENANT FIXTURES**

All fixtures, improvements and appurtenances attached to or built into the space herein demised during the term, whether by the Landlord at its own expense, or at the expense of the Tenant, or by the Tenant, shall be and remain part of the Premises and shall not be removed by the Tenant. PROVIDED however, upon expiration of the term hereby granted, if all rents and other moneys payable hereunder have been paid, the Tenant shall be at liberty to remove its trade fixtures. PROVIDED however, that after such removal, the Premises shall be restored to the same condition as they were in before such fixtures were installed or such alterations or improvements made; in default of such removal by the end of the term, then at the demand of the Landlord, the Tenant shall remove the same and restore the Premises forthwith, failing which the Landlord may do so at the Tenant's expense, or alternately, at the Landlord's option, all fixtures, alterations, equipment, improvements or property left on the Premises shall be owned

exclusively by the Landlord, and the Tenant shall not be entitled to receive any compensation therefore.

### **33. EXEMPTION**

The Landlord shall not be responsible for any loss, damage or expense arising from any overflow or leakage of water or from any accident or misadventure due to or arising from the use or operation of machinery, elevators, heating apparatus, wiring, appliances or any other fixtures or equipment or by any other matter or thing whatsoever, and in no event shall the Landlord be liable for any indirect or consequential loss or damage or personal discomfort or illness by reason of the non-performance or partial performance of any of the Landlord's covenants including the operation of any equipment in the building or as a result of the foregoing matters.

### **34. TENANT'S PROPERTY**

It is further expressly understood and agreed that all property of the Tenant or its employees, agents, invitees, or others claiming from or under the Tenant, kept or stored upon the Premises, shall be so kept or stored at the sole risk of the Tenant and the Tenant hereby expressly releases the Landlord from any and all liability for any claims or demands whatsoever arising out of damage to or loss of or theft of such property.

### **35. PRIORITY**

The Tenant waives any right to have this Lease in registerable form and agrees that if the Lease should be registered, it will execute and allow to be registered a postponement of the Lease to enable the Landlord or the registered owner of the lands to create, alter or replace a mortgage or mortgages, or other encumbrances of a financial nature.

### **36. NO EXCLUSIVITY**

Except as may be expressly agreed by the Landlord in writing, this Lease shall not give the Tenant any right to the exclusion of third parties from carrying on the like business as the business for which the premises are leased.

### **37. RENEWAL**

If the Tenant shall duly and faithfully perform the covenants contained in this Lease and shall by notice in writing made or delivered not less than One Hundred and Eighty (180) days prior to the expiration of this Lease, indicate a desire to renew the same, then the Landlord shall at the expiration of the term, grant to the Tenant a renewal Lease of the Premises for a further term of five years. All terms, including rent, shall be negotiated at the time of renewal. In the event that the parties are unable to agree as to the proper rental basis and rate, then the same shall be settled by arbitration in accordance with the provisions of the *Commercial Arbitration Act* of British Columbia, as the same may be in force at that time.

### 38. TERMINATION OF LEASE

#### 38.1 Disestablishment of Library

- (a) It is understood that the Tenant has entered into this Lease with the Landlord for the purpose of the Tenant providing library services to the District of Port Hardy (the "**Participating Area**") pursuant to Part 3 of Library Act, RSBC 1996 Chapter 264 as amended or replaced from time to time (the "**Library Act**").
- (b) If the Participating Area fulfils all the requirements and obtains all consents to withdraw from the Vancouver Island Regional Library (or its successor) (the "**Regional Library District**") pursuant to the Library Act, then upon the Tenant providing the Landlord with no less than sixty (60) days written notice:
- i. the Tenant may at its option surrender the remainder of the existing term of this lease and any available rights of renewal and deliver up possession of the Premises to the Landlord all effective as at the date that the withdrawal of the Participating Area from the Regional Library District becomes effective (the "**Effective Termination Date**") and;
  - ii. the Landlord will accept the surrender of this Lease and will accept delivery up of possession of the Premises on the same conditions as if the existing term of the Lease had expired on the Effective Termination Date; and the Landlord and the Tenant will be relieved of any continuing obligations under this Lease and the Lease will terminate on the Effective Termination Date, provided that the termination will be without prejudice to any rights or obligations of the parties that arose as a result of default prior to the Effective Termination Date.
- (c) If the Regional Library District is disestablished pursuant to the Library Act, then upon the Tenant providing the Landlord with no less than sixty (60) days notice:
- i. the Tenant may at its option surrender the remainder of the existing term of this Lease and any available rights of renewal and deliver up possession of the Premises to the Landlord, all effective as at the date that the disestablishment of the Regional Library District becomes effective (the "**Disestablishment Effective Termination Date**"; and
  - ii. the Landlord will accept the surrender of this lease and will accept delivery up of possession of the Premises, on the same conditions as if the existing term of the lease had expired on the Disestablishment Effective Termination Date; and
  - iii. the Landlord and the Tenant will be relieved of any continuing obligations under this Lease and the Lease will terminate on the

Disestablishment Effective Termination Date, provided that the termination will be without prejudice to any rights or obligations of the parties that arose as a result of a default prior to the Disestablishment Effective Termination Date.

### **38.2 Early Termination of Lease**

The Lessor or the Lessee shall have the right at any time and for any reason to terminate this Lease upon one hundred and eighty (180) days written notice of termination given to the other.

### **39. OVERHOLDING**

Should the Tenant remain in possession after the expiration of the term, or any renewal thereof, and the Landlord accept rent therefore, in the absence of any express agreement in writing to the contrary, the Tenant shall be deemed to be a monthly Tenant only.

### **40. NOTICES**

Any notice required to be given under this Lease shall be deemed to be sufficiently given:

- (a) if delivered, at the time of delivery; and
- (b) if mailed from any government post office in the Province of British Columbia by prepaid, registered mail addressed as follows:

If to the Landlord:     **District of Port Hardy**  
P.O. Box 68  
7360 Columbia Street,  
Port Hardy, British Columbia,  
V0N 2P0

If to the Tenant:     **VANCOUVER ISLAND REGIONAL LIBRARY**  
P.O. Box 3333  
6250 Hammond Bay Road,  
Nanaimo, British Columbia  
V9R 5N3

or at the address a party may from time to time designate, then the notice shall be deemed to have been received ninety-six (96) hours after the time and date of mailing. If, at the time of the mailing of the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lock-out or other labour dispute then the notice may only be given by actual delivery of it.

### **41. TOTAL AGREEMENT**

This Lease contains the total agreement between the parties, subject to any particular agreements appended hereto by way of an additional schedule or schedules. This

agreement may be modified only by a further agreement in writing modified by the parties.

#### **42. INTERPRETATION**

In this Lease:

- (a) the singular number or the neuter gender shall be construed to mean the plural number and masculine or feminine gender whichever the fact or context so requires;
- (b) any reference to a party includes that party's heirs, executors, administrators, and assigns, and in the case of a corporation, its successors and assigns;
- (c) any covenant, proviso, condition or agreement made by two or more persons shall be construed as several as well as joint;
- (e) All provisions of this lease are to be construed as covenants and agreements as though the words importing covenants and agreements were used in each separate paragraph;
- (d) the headings are inserted for convenience only, and are not to be used in construing this Lease.

#### **43. TIME OF THE ESSENCE**

Time shall be of the essence of this Lease.

#### **44. ENUREMENT**

The provisions of the Lease shall enure to the benefit of and be binding upon the respective heirs, executors, administrators, successors and approved assigns of the parties hereto.

#### **45. SEVERABILITY**

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

**IN WITNESS WHEREOF** the parties hereto have hereunto set their hand and seals, or corporate seals as the case may be, as of the day and year first above written.

**District of Port Hardy,**  
by its Authorized Signatory

---

Hank Bood, Mayor

---

Heather Nelson-Smith, Director of Corporate Services

**VANCOUVER ISLAND REGIONAL LIBRARY**  
by its authorized Signatory

---

Steve Hurcombe, Acting Director of Finance



## Schedule A

### Repair and Maintenance Responsibilities

#### Landlord

##### Architectural

Roofing, Waterproofing,  
Building Envelope including exterior finish, painting  
Exterior Windows and Doors including hardware  
Floor Replacement  
Ceiling Panels

##### Structural

Roof, Foundations, Floors and Walls, Ceiling Frame

##### Mechanical

Plumbing and Fixtures including sinks and faucets  
Furnace Repair Cost more than \$1,000  
Fire Protection, Sprinkler System

##### Electrical

Electrical Wiring, Equipment/Devices  
Lighting Fixtures

##### Others

Snow Removal  
Exterior Window Cleaning  
Garbage  
Landscaping  
Parking Lot

#### Tenant

Interior Painting  
Interior Window Cleaning  
Lighting Tubes, Switches  
Furnace Regular Maintenance and Repair Cost less than \$1,000  
HVAC (Heating, Ventilation and Air Conditioning) System  
Security System  
Signage  
Book Shelves  
Tenant's Furniture  
Tenant's Equipment

Items not included above may be shared costs or negotiated at the time of the expense.



**DISTRICT OF PORT HARDY  
BYLAW 1044-2015  
A BYLAW FOR DISTRICT OF PORT HARDY  
USER RATES AND FEES FOR 2016**

WHEREAS the Council considers it desirable to charge fees for services provided by the Municipality;

The Council of the District of Port Hardy enacts as follows:

**1. TITLE**

- (a) This bylaw may be cited for all purposes as the "District of Port Hardy 2016 User Rates and Fees Bylaw No. 1044-2015".

**2. ENACTMENT**

- (a) This bylaw is in effect January 1, 2016.  
(b) District of Port Hardy Rates Bylaw 1035-2014 and all amendments are hereby repealed effective January 1, 2016.

**3. SCHEDULES**

- (a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q and R attached to and forming part of this bylaw are hereby adopted and are the rates charged for the District of Port Hardy user rates.

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Read a first time on the 13<sup>th</sup> day of October, 2015.

Read a second time on 13<sup>th</sup> day of October, 2015.

Read a third time on the 13<sup>th</sup> day of October, 2015.

Adopted on the    day of    2015.

\_\_\_\_\_  
Director of Corporate Services

\_\_\_\_\_  
Mayor

Certified a true copy of  
Bylaw No. 1044-2015 as adopted.

\_\_\_\_\_  
Director of Corporate Services

**SCHEDULE A - WATER RATES**

<b>1. Inspection, Connection, Turn Water On/Off Fees</b>		
a) Any property owner who requires a turn on or off of service shall notify the District office 48 hours in advance except in the case of an emergency. There will be no charge for a turn on or off during regular working hours of 8:30 a.m. – 4:30 p.m.		
b) Any property owner who requires a turn on or off of service in the case of an emergency or outside of the regular working hours shall at the same time pay the fee for each turning on or off		\$ 75.00
c) Where installation of a water connection exists the fee for inspection of a standard 18 mm (3/4") connection will be:		\$ 75.00
d) Application for any water service will be subject to:		
i. Initial application analysis fee (may be combined with sewer, storm sewer application analysis fee).		\$ 475.00
ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work.		At cost
The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.		
<b>2. Seniors Discount</b>		
Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owner Grant Act</i> .		25%
<b>3. Re-Inspection Fee</b>		
An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.		\$ 75.00
<b>4. Quarterly Rates</b>		Rate per Quarter
The rates reflected in this schedule are based on a flat rate billing system, unless indicated.		
1	For each single residential dwelling unit	\$ 100.36
2	For each <i>metered</i> multi-family residence in excess of two (2) units the <i>greater</i> of: Level 1: (Multi-unit housing generally with individual unit entry - townhouse or similar) Level 2: (Multi-unit housing generally with one common building entrance - apartment or similar)	\$ 0.90 per cubic meter <b>OR</b>  \$79.13 per unit  \$75.27 per unit
3	For each office, shop or store	\$ 107.18
4	For each supermarket	\$ 232.89
5	For each bakery	\$ 107.18
6	For each restaurant	\$ 340.24
7	For each lunch room or delicatessen	\$ 146.02
8	For each soda fountain or hot dog stand	\$ 107.18
9	For each hotel/motel - per unit	\$ 18.81
10	For each lounge	\$ 283.41
11	For each beer parlour	\$ 348.86
12	For each Laundromat - per washer	\$ 32.56
13	For each non-profit organization and hall	\$ 107.18
14	For each athletic club	\$ 340.24
15	For each theatre	\$ 107.18

<b>SCHEDULE A - WATER RATES</b> (continued)		
16	For each school - per classroom	\$ 100.50
17	Light Industrial	
	5 employees or less	\$ 107.18
	6 - 15 employees	\$ 242.88
	16 - 30 employees	\$ 387.70
	Large water users	\$ 606.99
18	For each service station/garage	\$ 107.18
19	For each car wash	
	For 1st stall	\$ 221.92
	Each additional stall	\$ 66.28
20	For each non-residential metered user, a consumption charge of:( per cubic meter)	\$ 0.75/m <sup>3</sup>
21	For each non-residential metered connection, a flat fee based on meter size: (per quarter)	
	5/8" and 3/4"	\$ 76.50
	1"	\$ 102.00
	1.5"	\$ 153.00
	2"	\$ 204.00
	4" and greater	\$ 408.00
22	For each marina	\$ 301.86
23	For each campground - per stall	\$ 8.25
24	Other users	\$ 108.01
25	Hydrant use - flat fee (Damage deposit 250.00 additional)	\$ 139.35
	Hydrant use - water consumption charge per cubic meter	\$ 1.02/m <sup>3</sup>
26	For each airport hangar	\$ 244.81
27	Underground sprinkling services over one acre for months of June, July & August - per sprinkler head	\$ 7.35
28	For each airport terminal building	\$ 479.03
29	Each wharf providing water to vessels	\$ 108.13
30	For each sawmill	\$ 244.81
31	For each drycleaner	\$ 244.81
32	Each car dealership with a non-commercial car wash stall	\$ 66.79
33	Seagate Pier large vessel meter	\$ 0.90/ m <sup>3</sup>
34	Pool	\$ 326.22
35	Arena	\$ 227.76
36	Hospital - per bed	\$ 23.25
37	Fish Hatchery	\$ 90.97
38	Sani-station	\$ 90.97

5. Backflow Preventers

a)	Hose connection vacuum breaker	\$ 25.50
b)	Double check valve assembly (3/4 inch)	\$ 153.00
c)	Reduced pressure type assembly (3/4 inch)	\$ 204.00
d)	All other sizes at cost	at cost

6. Multi-Meter Rider - Where tiered water metered rates apply.
  - a) Applicable: This Rider is available to those customers who have more than one water meter and water service supplying their water demand.
  - b) Price: This will consist of a discount generated by totaling all water meters annual consumption and treating the consumption as one, for purposes of calculating the metered water charge.
  - c) Regulations: To be eligible, customers must submit a request in writing. The District of Port Hardy reserves the right to accept or deny any request. The amount and duration of this Rider will be at the District's discretion. Only one Rider will be applied to any one customer at any time.
    - (i) All water meters must supply the same or adjoining building or non-adjoining buildings located on the same property (same legal description).
    - (ii) All water meters must be in account to the same customer.
    - (iii) Water meter bank installations associated with one water service will not be considered.
    - (iv) All water meters must be associated with a separate water service.

**SCHEDULE B - SEWER RATES**

<p>1. Rates - Inspection and Connection Fees                  Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or agent shall make application to the office of the District, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and shall pay to the District a sewer inspection/connection fee as follows:</p>		
a)	Where installation of a sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:	\$ 75.00
b)	Application for any sewer service will be subject to:	
	i. Initial application analysis fee (may be combined with water, storm sewer application analysis fee).	\$475.00
	ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work.	At cost
<p>The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.</p>		
<p>2. Seniors Discount                  Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owner Grant Act</i>.</p>		
		25%
<p>3. Re-Inspection Fee                  An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.</p>		
		\$ 75.00
<p>4. Quarterly Rates - The rates reflected in this schedule are based on a flat rate billing system, unless indicated.</p>		
		Rate per quarter
1	For each residential dwelling unit	\$ 101.79
2	For each office, shop or store	\$ 112.21
3	For each supermarket	\$ 243.36
4	For each bakery	\$ 112.21
5	For each restaurant	\$ 356.62
6	For each lunch room or delicatessen	\$ 152.66
7	For each soda fountain or hot dog stand	\$ 112.21
8	For each hotel/motel - per unit	\$ 20.36
9	For each lounge	\$ 297.62
10	For each beer parlor	\$ 366.42
11	For each Laundromat - per washer	\$ 34.26
12	For each non-profit organization and hall	\$ 112.32
13	For each civic swimming pool	\$ 1013.30
14	For each arena	\$ 712.13
15	For each athletic club	\$ 356.62
16	For each theatre	\$ 112.21
17	For each hospital - per bed	\$ 71.62
18	For each school - per classroom	\$ 101.48
19	Light Industrial	
	5 employees or less	\$ 112.21
	6 - 15 employees	\$ 255.14
	16 - 30 employees	\$ 407.18
	Large water users	\$ 672.00

**SCHEDULE B - SEWER RATES**  
(continued)

		Rate per quarter
20	For each service station/garage	\$ 112.21
21	For each car wash	
	For 1st stall	\$ 185.68
	Each additional stall	\$ 58.14
22	For each cannery	\$ 682.74
23	For each marina	\$ 110.44
24	For each campground - per stall	\$ 8.72
25	Metered sewage per cubic meter	\$ 1.37
26	Other users	\$ 112.21
27	For each airport hangar	\$ 255.14
28	For each airport terminal building	\$ 632.51
29	Fish Hatchery	\$ 117.64
30	Sani Station	\$ 109.01
31	Tipping Fee for Trucked Waste \$ 0.17 per gallon. If an Operator is not currently at the plant a call out fee based on Operations labour and equipment rates will apply.	-----



**SCHEDULE C - STORM SEWER RATES**

1) That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$ 75.00
b) Re-inspection of connection and each subsequent connection	\$ 75.00
c) Application for any storm sewer service will be subject to:	
i. Initial application analysis fee (may be combined with water, sewer application analysis fee).	\$ 475.00
ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work.	At cost
The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.	

**SCHEDULE D - GARBAGE COLLECTION RATES**

Rates do not include applicable taxes

<b>1. Garbage Rates</b>	
The rates reflected in this schedule are based on a flat rate billing system, unless indicated. Residential dwelling unit - based on a maximum of two regulation garbage cans per pickup every two weeks and recycling pickup on the alternate week.	
	Rate Per Quarter
Residential dwelling unit	\$ 25.57
<b>2. Recycling Rates</b>	
Residential dwelling unit	\$ 12.61
<b>3. Transfer Station - residential waste</b>	
The following fees apply to the Transfer Station: (Rates per item)	(a) \$ 1.09 per garbage container or bag (b) \$ 21.84 per level pickup truck (c) \$ 5.47 per tire
<b>4. Tag A Bag sticker</b>	
The fee for tag-a-bag sticker will be (each)	\$ 2.05

**Seniors Discount**

Property owners who are Seniors shall receive a discount of twenty-five percent (25%) on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the *Home Owner Grant Act*.

**SCHEDULE E - STATUTORY RATES**

Rates do not include applicable taxes.

1.	List of Electors The fee per copy of a List of Electors shall be as noted, except where a candidate at an election is entitled to one free copy.	\$ 10.00
2.	Minutes of Council Proceedings As provided under Section 194(2) of the Community Charter the fee for copies of Minutes of Council proceedings shall be hereby established.	\$ 0.25 per page
3.	Copies of Bylaws Pursuant to Section 194 of the <i>Community Charter</i> the following charges shall apply for:	
	a) Zoning Bylaw (Text and Map 11" x 17")	\$ 35.00
	b) Zoning Bylaw (Text only)	\$ 15.00
	c) Official Community Plan Bylaw (Text & Maps 11"x17")	\$ 35.00
	d) Official Community Plan Bylaw (Text only)	\$ 15.00
	e) Copies of all other bylaws shall be provided for a fee of	\$ 0.25 per page
	f) Subdivision Bylaw	\$ 20.00
4.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$ 25.00
5.	Request for Prior Years Taxes Levied	\$ 15.00
6.	Mortgage Company Listings	\$ 5.00 / folio
7.	Cost to issue a refund cheque	\$ 10.00
8.	Reports	
	a) Business License Print-out	
	On paper	\$ 30.00
	On electronic media	\$ 15.00
	b) Photocopies	
	8-1/2" x 11"	\$ 0.25 per page
	8-1/2" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	c) Maps (paper copies - standard wall size)	
	Zoning Map	\$ 30.00
	Boundary Map	\$ 30.00
	OCP or legal map	\$ 30.00
	Civic Street Map	\$ 30.00
	Courier for all maps (or cost if higher)	\$ 25.00
9.	NSF cheques returned	\$ 25.00
10.	Council and Committee-of-the-Whole agenda	\$ 0.25/page or \$10.00 /agenda
11.	Tree Cutting permits	
	1 - 10 trees	\$ 25.00
	11 - 20 trees	\$ 50.00
	21 or more trees	\$ 100.00
12.	Parks and Beach permit	
	Commercial rental fee	\$ 30.00 per day
	Clean up deposit	\$ 50.00
13.	Storage fees for impounded vehicles or vessels	
	Single vehicle or vessel six metres in length or less	Cost + 15%
	Single vehicle or vessel over six metres in length	Cost + 15%
	For a vehicle and trailer of any length	Cost + 15%

**SCHEDULE E - STATUTORY RATES**

(continued)

Rates do not include applicable taxes

14.	Permit to water new lawn outside permitted days	\$ 20.00
15.	Commemorative Items	
	(a) Bench, bronze plaque and installation	\$2,400.00
	(b) Commemorative placing of tree or shrub and plaque (bronze plaque included)	\$ 600.00 plus tree /shrub
	(c) Other items (includes bronze plaque)	\$ 600.00 plus cost of item and concrete
16.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$ 7.50 per 1/4 hour
	(b) for producing a record manually	\$ 7.50 per 1/4 hour
	(c) for preparing a record for disclosure	\$ 7.50 per 1/4 hour
	(d) for shipping copies	actual costs of courier
	(e) for copying records	
	(f) (i) photocopies and computer printouts	
	8.5" x 11", 8.5" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	(ii) electronic media	\$ 15.00
	(iii) photographs	
	scanning & emailing an 8" x 10"	\$ 10.00
	over 8" x 10"	\$ 10.00 & costs
	(iv) building plans	actual cost plus \$25.00 administration fee
	Deposit for any plans that require out of office printing	\$ 500.00
17.	Administration Cost for accounts sent to a collection agency. An administration fee of 33.3% will be added to the account balance of all accounts sent to a collection agency.	33.3%
18.	Land Title and Survey Authority record search	\$ 20.00
19.	Comfort letter - detailed property information	\$ 100.00
20.	District of Port Hardy Crest Pin	\$ 1.10
21.	District of Port Hardy Branding Logo Pin	\$ 1.19

**SCHEDULE F - BUSINESS LICENCE FEES**

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Category I - Commercial/Industrial Any business permitted in the zones designated in the Zoning Bylaw	Employing up to 3 persons Employing up to 8 persons Employing over 8 persons	\$ 55.00 \$ 95.00 \$ 165.00
Category II - Rental units/spaces Any building containing dwelling units in any zone	Up to 25 units 26 – 50 units Over 50 units	\$ 55.00 \$ 95.00 \$ 165.00
Category III - Home Occupation Any business permitted in residential areas under the Zoning Bylaw	Per business	\$ 110.00
Category IV - Mobile Vending Any business permitted and regulated by Council	Per business	\$ 310.00
Category V - Miscellaneous Business Any business not based in a permanent building within the District of Port Hardy (other than Mobile Vending)	Per business	\$ 110.00
Any shopping mall for a blanket yearly licence for craft sales, trade shows, etc. held in the hallway of the mall, in lieu of individual business licences		\$ 110.00
Category VI – Marine Any vessel-based business operating from a Port Hardy marina, excluding commercial fishing boats.	Per business	\$ 110.00
Transfer fee	to those businesses making a change under section 8 of the Business License Bylaw	\$ 12.50

New Business licence fees will be pro-rated 50% after June 30 of each year.

**SCHEDULE G - HARBOUR RATES**

Rates do not include applicable taxes

## 1. Pump Out

- a) If in the opinion of the Wharf Manager or other duly authorized personnel a vessel requires pumping out, a pump may be placed on any vessel located at the Harbour Authority Floats in Port Hardy, B.C. without fear of liability or reproach.
- b) A minimum \$58.36 per day fee may be levied against the owner /operator should it be necessary to pump out a vessel with or without the owner's consent.

## 2. Rates

	Rate
<b>Moorage - Commercial Fishing Vessel</b>	
Daily/metre	\$ 0.44
Monthly/metre	\$ 5.44
Yearly/month/metre	\$ 4.67
<b>All other Moorage</b>	
Daily/metre	\$ 2.30
Monthly/metre	\$ 17.29
Yearly/month/metre	\$ 13.84
<b>Moorage - Live aboard</b>	
Prepaid monthly/metre	\$ 14.92
Prepaid yearly/month/metre	\$ 12.75
Annual service charge paid quarterly in advance	\$1,086.68
The annual service charge does not include moorage and hydro.	
<b>Power</b>	
Prepaid 15 amp service/day	\$ 3.57
Prepaid 30 amp service/day	\$ 5.19
Prepaid 50 amp service/day	\$ 10.37
Prepaid 15 amp service/month	\$ 56.42
Prepaid 30 amp service/month	\$ 87.07
Prepaid 50 amp service/month	\$ 174.14
Live aboard – Prepaid 15 amp service/month	\$ 118.37
Live aboard – Prepaid 30 amp service/month	\$ 147.94
Live aboard – Prepaid 50 amp service/month	\$ 295.88
<b>Other Rates</b>	
Sign space rental per calendar year	\$ 31.83
Overdue account interest charge per month in accordance with interest rates established under Section 11(3) of the Taxation (Rural Area) Act	
NSF Cheque	\$ 25.00
Pump out - actual labour/hour	\$ 58.36
Pump out - minimum	\$ 58.36
Sewer pump out	\$ 26.53

**SCHEDULE G - HARBOUR RATES**

(continued)

Rates do not include applicable taxes

**SEAGATE PIER**

	Rates
<b>Moorage - Commercial Fishing Vessel</b>	
Moorage/metre (after first 15 minutes, per 24-hour period)	\$ 1.43
<b>Off-Loading Commercial Fishing Vessel</b>	
On or off-loading - the greater of:	
Minimum billing	\$ 56.82
Per hour	\$ 42.05
Per pound (applicable to seafood products)	\$ 0.03
<b>Clean-up Fee</b>	
Per hour as required	\$ 55.18
<b>Moorage - All vessels other than CFV</b>	
Moorage/metre per 24-hour period * Or part thereof * Equivalent of Pleasure Craft daily rate at Small Craft Harbour floats	\$ 2.30

**HARBOUR IMPROVEMENT**

Applies to all Harbour Parking Areas

Rates include applicable taxes

	Rate
<b>Launch Fees</b>	
Non-commercial vessel, per day	\$ 5.30
Non-commercial vessel, (includes vehicle & trailer parking) Annual Resident Pass	\$ 84.92
Commercial fishing vessel, per launch or removal	\$ 10.61
Commercial fishing vessel, (includes vehicle & trailer parking) Annual Commercial Pass	\$ 132.65
<b>Vehicle or trailer parking pass</b>	
Daily	\$ 5.30
Weekly	\$ 15.91
Monthly	\$ 53.04
<b>Vehicle and trailer parking pass</b>	
Daily	\$ 10.61
Weekly	\$ 31.82
Monthly	\$ 106.13

**SCHEDULE H - SEAPLANE BASE RATES**

Rates do not include applicable taxes.

<b>Fuel</b>	
Av Gas.	Prevailing Market Rate
Jet A	Prevailing Market Rate
<b>Docking</b>	
Docking - aircraft under 9 metres.	\$ 10.86 (free with fuel purchase)
Docking - aircraft over 9 metres.	\$ 17.38
Overnight	\$ 17.38
Monthly	\$ 489.01
Passenger Tax	\$ 1.08
Terminal Tenant	As per individual lease
<b>Vessel Moorage Rates</b>	
Annual/metre	\$ 207.86
June 15 to September 15 /per metre	\$ 61.07
Off season/per metre.	\$ 30.10
Daily- per metre/day	\$ 3.08



**SCHEDULE I - RECREATION RATES**

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

General Recreation	Refundable Deposit	Rates Effective Aug. 1, 2015	Rates Effective Aug. 1, 2016
<b>Rentals, per event</b>			
Tables, each	\$20.00	\$ 5.10	\$ 5.19
Chairs, each	\$20.00	\$ 0.57	\$ 0.57
Pavilion, Beaver Harbour Park	\$20.00	\$ 10.67	\$ 10.90
*Registration Fee Collection - non-municipal service	Cash Only	\$ 2.00	\$ 2.00
*Tumble and Play (dry floor child only)		\$ 3.10	\$ 3.15
Fitness Classes (per class)		\$ 4.76	\$ 4.76
Fitness Classes (punch card 11 classes)		\$ 47.62	\$ 47.62
Special Event		\$ 4.76	\$ 4.76
<b>Arena Rentals (Ice-in) - Arena rental per hour</b>			
Youth groups (must consist of at least 80% youth)		\$ 63.80	\$ 65.10
Early Ice - June 1 to Labour Day (must consist of at least 80% youth)		\$ 79.75	\$ 81.33
Adult groups		\$ 104.71	\$ 106.81
Non Prime Time (Ice in) Arena Rental per hour Rental starting after 10 p.m. and ending before 6 a.m.		\$ 78.01	\$ 79.57
<b>Arena Admission - Single Admission</b>			
Twoonie Skate		\$ 1.90	\$ 1.90
Child 0-12 months		Free	Free
Child 13 months-12 years		\$ 2.95	\$ 3.00
Senior 55 + years		\$ 2.95	\$ 3.00
Youth 13 -18 years		\$ 3.57	\$ 3.62
Adult 19 - 54 years.		\$ 4.67	\$ 4.76
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 10.14	\$ 10.33
<b>Punch Cards (11 admission passes)</b>			
Child 13 months -12 years		\$ 29.99	\$ 30.00
Senior 55 + years		\$ 29.99	\$ 30.00
Youth 13-18 years		\$ 35.38	\$ 36.19
Adult 19 -54 years		\$ 46.00	\$ 47.62
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 101.13	\$ 103.30
<b>Miscellaneous Skate Fees</b>			
Skate Rental		\$ 1.90	\$ 1.90
Skate aid		\$ Free	\$ Free
Skate sharpening		\$ 4.76	\$ 4.76

\*GST Exempt

**SCHEDULE I - RECREATION RATES**

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

Arena Dry Floor Rentals (Ice-out) - Arena rental per hour		Rates Effective Aug. 1, 2015	Rates Effective Aug. 1, 2016
Youth groups (must consist of at least 80% youth)- Arena surface only		\$ 41.47	\$ 42.29
Adult groups - Arena surface only		\$ 54.57	\$ 55.67
Commercial facility rental			
8:00 a.m. to 5:00 p.m.		\$ 735.00	\$ 749.71
8:00 a.m. to 12:00 midnight		\$1,001.85	\$1,021.91
5:00 p.m. to 2:00 a.m.		\$ 735.00	\$ 749.71
Each additional hour		\$ 83.43	\$ 85.10
Non-profit group facility rental			
8:00 a.m. to 5:00 p.m.		\$ 589.86	\$ 601.67
8:00 a.m. to 12:00 midnight		\$ 885.09	\$ 902.81
5:00 p.m. to 2:00 a.m.		\$ 589.86	\$ 601.67
Each additional hour		\$ 67.10	\$ 68.43

**SCHEDULE I - RECREATION RATES**

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

\* GST Exempt

	Rates Effective Aug. 1, 2015	Rates Effective Aug. 1, 2016
<b>Pool Rentals - per hour</b>		
0-49 people	\$ 76.52	\$ 78.05
50 + people	\$ 127.52	\$ 130.05
Deck Time ( 45 minutes)	\$ 33.19	\$ 33.86
Single lane	\$ 18.24	\$ 18.62
Special Needs Pool rental	\$ 35.33	\$ 36.05
One-half pool, shared rental per hour	\$ 38.53	\$ 39.29
<b>Pool Admission - Single Admission</b>		
Infant 0 - 12 months	Free	Free
Child 13 months -12 years	\$ 2.95	\$ 3.00
Senior 55 + years	\$ 2.95	\$ 3.00
Youth 13 -18 years	\$ 3.57	\$ 3.62
Adult 19 - 54 years	\$ 4.67	\$ 4.76
Family- Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 10.14	\$ 10.33
Twoonie Swim	\$ 1.90	\$ 1.90
Special Event	\$ 4.76	\$ 4.76
<b>Punch Cards (11 admission passes)</b>		
Child 13 months - 12 years	\$ 29.99	\$ 30.00
Senior 55 + years	\$ 29.99	\$ 30.00
Youth 13-18 years	\$ 35.38	\$ 36.19
Adult 19-54 years	\$ 46.00	\$ 47.62
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 101.13	\$ 103.30
<b>Monthly Pool Pass Good for 30 Days</b>		
Child/Senior	\$ 44.67	\$ 45.57
Youth	\$ 53.53	\$ 54.57
Adult	\$ 69.62	\$ 71.00
Family (Immediate family to maximum of 2 parents and 4 children under the age of 18)	\$ 163.67	\$ 166.95
<b>Pool Lessons &amp; Programs</b>		
<b>Red Cross Swimming Lessons</b>		
* Parent & Tot levels 1-3 (includes one parent and one child)	\$ 51.60	\$ 52.65
* Preschool Levels 4-8	\$ 46.95	\$ 47.90
* Swim Kids Levels 1- 5 (10 ½ hr lessons)	\$ 35.50	\$ 36.20
* Swim Kids Levels 6-9 (10 / 45 minute lessons)	\$ 58.45	\$ 59.60
* Swim Kids Level 10 (medallion & certificate)	\$ 64.15	\$ 65.45
Aqua Adults Levels 1-3 (10 ½ hr lessons)	\$ 48.01	\$ 48.95
Badges & Stickers – each	\$ 2.18	\$ 2.24
* Special Needs (not School District) 10 - ½ hour lessons (one on one instruction)	\$ 58.45	\$ 59.60
* Special Needs Group Lesson (10 - ½ hour lessons)	\$ 35.55	\$ 36.25

**SCHEDULE I - RECREATION RATES**

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

	Rates Effective Aug. 1, 2015	Rates Effective Aug. 1, 2016
Private Lessons -per half-hour		
* Children and youth – Individual	\$ 12.00	\$ 12.25
* Additional person	\$ 7.50	\$ 7.65
Adult – Individual	\$ 13.72	\$ 14.00
Additional person, each	\$ 10.42	\$ 10.62
School District classes - per hour		
* Up to 3 instructors	\$ 93.70	\$ 95.55
* Additional instructors, each	\$ 24.70	\$ 25.20
Swim Team – Monthly per person	\$ 31.00	\$ 31.62
*Tumble, Play, and Swim (Adult and Child) 10 sessions	\$ 72.70	\$ 81.50
*Tumble, Play, and Swim (Additional Child) 10 sessions	\$ 31.15	\$ 31.50
*Tumble, Play, and Swim drop in (Adult and Child)	\$ 8.00	\$ 8.15
*Tumble, Play, and Swim drop in (Additional Child)	\$ 3.10	\$ 3.15
Fitness Classes (per class)	\$ 4.76	\$ 4.76
Fitness Classes (punch card 11 classes)	\$ 47.62	\$ 47.62
Advanced Aquatic Courses		
Junior Lifeguard Club	\$ 94.75	\$ 96.67
Scuba Rangers	\$ 128.43	\$ 131.00
Bronze Cross	\$ 194.76	\$ 198.67
Bronze Cross Recertification.	\$ 83.57	\$ 85.24
Bronze Medallion/Senior Resuscitation	\$ 178.42	\$ 182.00
Bronze Medallion/Senior Resuscitation Recertification	\$ 55.67	\$ 56.76
National Lifeguard Standards Award	\$ 402.20	\$ 410.24
National Lifeguard Standards Award Recertification	\$ 111.32	\$ 113.57
Life Saving Camp (Bronze Medallion/Bronze Cross/Sr. Resuscitation)	\$ 283.76	\$ 289.43
Royal Lifesaving Instructor Award	\$ 305.57	\$ 311.67
Assistant Water Safety Instructor	\$ 277.78	\$ 283.34
Water Safety Instructor Recertification	\$ 92.80	\$ 94.67
Water Safety Instructor Award	\$ 333.91	\$ 340.57
B.O.A.T Certification - Manual	\$ 13.52	\$ 13.81
B.O.A.T. Certification - Exam	\$ 38.57	\$ 39.34
First Aid Programs		
CPR	\$ 62.54	\$ 63.76
CPR Recertification	\$ 51.29	\$ 52.34
Child Safe	\$ 68.19	\$ 69.57
Child Safe Recertification	\$ 56.66	\$ 57.81
Standard First Aid	\$ 139.24	\$ 142.04
Standard First Aid Recertification	\$ 56.66	\$ 57.81
Emergency First Aid	\$ 75.91	\$ 77.43
*Babysitter's Course – 8 hours 11-15 year old	\$ 59.45	\$ 60.65

\*GST Exempt

**SCHEDULE J - BUILDING BYLAW FEES AND DEPOSITS**

<b>1. Building Fees</b>	
a) Value of construction up to \$1,000.00	\$ 75.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$ 8.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$ 5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$ 4.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$ 50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$ 50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish or remove a building	\$ 100.00
h) The fee for a permit to authorize the moving of a building to a new site	50% fee for new construction
i) Solid fuel burning appliance, maximum 2 inspections	\$ 100.00
(1) Review of installation plans	\$ 50.00
j) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$ 100.00 single wide \$ 150.00 double wide
k) The fee for inspection of a Bed & Breakfast operation	\$ 75.00
l) The fee for inspection following request of property owner to close a secondary suite	\$ 75.00
m) The fee for inspection of a Daycare operation	\$ 75.00
<b>2. Plumbing Permits</b>	
a) The charge for permits under this bylaw for plumbing fixtures shall be calculated as follows:	
i) minimum fee for any plumbing permit	\$ 75.00
ii) fee for installation of fixtures:	
a) first fixture	\$ 10.00
b) each additional fixture, per fixture	\$ 7.50
<b>3. Refund of Fees</b>	
a) An applicant for a Building, Building Moving, Demolition or Plumbing permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) Where construction or work has begun or an inspection has been made.	No refund
iii) No refund shall be made for less than	\$ 100.00
<b>4. Re-inspection Charge</b>	
a) A re-inspection fee where more than two inspections are necessary	\$ 75.00

**SCHEDULE J - BUILDING BYLAW FEES AND DEPOSITS (continued)**

<b>5. Application or Permit Transfer Fee</b>															
a) A transfer fee of <ul style="list-style-type: none"> <li>i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee.</li> <li>ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date.</li> <li>iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained.</li> </ul>	\$ 50.00														
<b>6. Permit Extension Fee</b>															
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$ 50.00														
<b>7. Letter Advising of Status of Property and Improvements</b>	\$ 50.00 per hour														
<b>8. Building File Review</b>	\$ 50.00 per hour														
<b>9. Fire Protection Equipment - Resubmission of plans</b>	\$ 100.00 each submission														
<b>10. Damage Deposits</b>															
a) Demolition Permit <ul style="list-style-type: none"> <li>i) Residential demolition</li> <li>ii) Commercial/industrial demolition</li> </ul>	\$1,000.00 \$4,000.00														
b) Building or Moving Permit	<table border="0"> <tr> <td colspan="2">Construction</td> </tr> <tr> <td style="text-align: left;"><u>Value (\$)</u></td> <td style="text-align: right;"><u>Deposit(\$)</u></td> </tr> <tr> <td>0 – 30,000</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td>30,0001 – 80,000</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>80,001 – 200,000</td> <td style="text-align: right;">700.00</td> </tr> <tr> <td>200,001 – 2,000,000</td> <td style="text-align: right;">2,000.00</td> </tr> <tr> <td>2,000,001 and over</td> <td style="text-align: right;">4,000.00</td> </tr> </table>	Construction		<u>Value (\$)</u>	<u>Deposit(\$)</u>	0 – 30,000	200.00	30,0001 – 80,000	500.00	80,001 – 200,000	700.00	200,001 – 2,000,000	2,000.00	2,000,001 and over	4,000.00
Construction															
<u>Value (\$)</u>	<u>Deposit(\$)</u>														
0 – 30,000	200.00														
30,0001 – 80,000	500.00														
80,001 – 200,000	700.00														
200,001 – 2,000,000	2,000.00														
2,000,001 and over	4,000.00														
c) Refund of Damage Deposit – Where a damage deposit has been paid to the District with respect to a Building, Demolition or Moving Permit, the balance of said deposit shall be refunded after: <ul style="list-style-type: none"> <li>i) An occupancy permit has been issued by the District with respect to the works that the Building or Moving Permit was issued; and,</li> <li>ii) The District has inspected adjacent highways, public utilities and District property which are found to be in a satisfactory condition.</li> </ul>															

**SCHEDULE K - CEMETERY RATES**

Rates do not include applicable taxes

	Care Fund (included)	Total Fee
Grave Space	\$ 100.00	\$ 400.00
Cremated Remains Size	\$ 30.00	\$ 120.00
<b>Services - Opening and Closing grave for burials</b>		
Monday- Friday 8:00 a.m. - 2:00 p.m.		\$ 565.00
Monday- Friday after 2:00 p.m.		\$ 770.00
Saturday, Sunday 8:00 a.m. - 2:00 p.m.		\$ 1,080.00
Statutory Holidays 8:00 a.m. - 2:00 p.m.		\$ 1,500.00
<b>Services - Opening and Closing grave for Cremated Remains</b>		
Monday- Friday 8:00 a.m. - 2:00 p.m.		\$ 155.00
Monday- Friday after 2:00 p.m.		\$ 360.00
Saturday, Sunday 8:00 a.m. - 2:00 p.m.		\$ 460.00
Statutory Holidays 8:00 a.m. - 2:00 p.m.		\$ 600.00
<b>Services - Opening and Closing grave for Exhumation</b>		
Monday - Friday 8:00 a.m. - 2:00 p.m.		\$ 620.00
Transfer of License		\$ 25.00
Installation of Memorials	\$ 30.00	\$ 120.00
<b>Goods</b>		
Grave Liners		\$ 325.00
Oversize Grave Liners		\$ 475.00
Cremation Vaults		\$ 130.00

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**SCHEDULE L - FREEDOM OF INFORMATION AND PRIVACY RATES**

Rates do not include applicable taxes

Any person wishing to inspect or obtain copies of correspondence or other information, pursuant to the Freedom of Information Bylaw in force from time to time, shall pay to the District the fees and charges as set out in the Regulations to the *Freedom of Information and Protection of Privacy Act*, in force from time to time.



**SCHEDULE M - BURNING PERMIT RATES**

<p><i>Category A:</i> <i>Category A Open Fire</i> means an open fire that burns piled material no larger than 1 m in height and 1 m in diameter but does not include a campfire or recreational fire.</p>	<p>No charge</p>
<p><i>Category B:</i> <i>Category B Open Fire</i> means an open fire that burns piled material larger than 1 m in height and 1 m in diameter and may include land clearing waste.</p>	<p>\$ 25.00 (1-3 days)</p>

**SCHEDULE N – ANIMAL CONTROL RATES**

Annual license fee for spayed/neutered dog over eight (8) months old	\$ 15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$ 50.00
Annual license fee for dangerous dog	\$ 75.00
Replacement tags	\$ 7.50
<b>Impoundment - Dogs &amp; Cats</b>	
First impoundment (Plus Annual Dog Licence Fee if applicable)	\$ 50.00
Second impoundment	\$ 75.00
Third impoundment	\$ 100.00
Fourth impoundment and subsequent impoundment	\$ 125.00
<b>Impoundment - Livestock - Large</b>	
First impoundment	\$ 100.00
Second impoundment	\$ 125.00
Third impoundment	\$ 150.00
Fourth and subsequent impoundment	\$ 200.00
<b>Miscellaneous</b>	
Care and feeding fee per day for animals other than large livestock	\$ 25.00
Care and feeding fee per day for livestock	Cost plus 10% admin fee
Breeders Licence	\$ 100.00
<b>Drop off Fee</b>	
Drop off fee - per adult animal (non-resident)	\$ 50.00
Drop off fee - adult female with litter (non-resident)	\$ 50.00
Drop off fee (residents)	No charge
<b>Adoption Fees - per animal</b>	
<b>Dogs (neutered by District)</b>	
Under 22 pounds	\$ 249.90
22-44 pounds	\$ 265.20
Over 44 pounds	\$ 285.60
<b>Dogs (spayed by District)</b>	
Under 22 pounds	\$ 290.70
22-44 pounds	\$ 311.10
44-88 pounds	\$ 351.90
Over 88 pounds	\$ 397.80
<b>Dogs over 1 year (spayed by District)</b>	
Under 22 pounds	\$ 362.10
22-44 pounds	\$ 367.20
44-88 pounds	\$ 438.60
Over 88 pounds	\$ 510.00
<b>Cats (spayed/neutered by District)</b>	
Neuter	\$ 158.10
Spay	\$ 244.80
Pregnant spay	\$ 346.80
Cats/Dogs (spayed/neutered prior to impound)	\$ 51.00
Veterinary expenses	At cost
Drop off dog that has bitten within 14 days ; includes minimum 10 days care and feeding, administration costs to deal with Communicable Disease Nurse and euthanasia at end of term.	\$ 200.00
Quarantine	\$ 150.00

**SCHEDULE O - LIQUOR CONTROL AND LICENSING BRANCH  
RATES FOR APPLICATIONS OF CAPACITY INCREASE**

For inspections necessary for liquor control and licensing branch applications of capacity increase.	\$ 150.00
To calculate the occupant load to meet the requirements of the code for health and life safety (2 hours).	\$ 150.00

**SCHEDULE P - ZONING AND OFFICIAL COMMUNITY PLAN  
BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan and/or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 500.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 200.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 400.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees:	
Processing and inspection of application costs associated with the notice and the mailing or delivery of the notice	\$250.00 First and \$100.00 each
plus Land Title and Survey Authority Fees	Additional
plus electronic filing costs	At cost
3. Any Board of Variance Application	\$ 250.00
4. Sign application, processing and inspection	\$ 75.00
5. Temporary Land Use Permit	\$1,000.00

**SCHEDULE Q - SUBDIVISION APPLICATION RATES**

Processing and inspection of application	\$ 600.00
Application fee: For 2 – 10 lots	\$ 175.00 per lot
For 11 or more lots	\$ 225.00 per lot
Mapping	\$ 400.00
Extension of preliminary approval	\$ 250.00
Amendment to a Strata Subdivision	\$ 250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Processing and inspection of application	\$ 600.00
Per unit/parcel	\$ 200.00*
*Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the District.	
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$ 500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

**SCHEDULE R – VACANT PROPERTIES RATES**

Initial investigation and inspection of property, including attendance by Inspector	Actual costs incurred for related labour, materials or equipment plus 20% administration costs
Inspection Contractor/Professional, including attendance by Inspector	Actual costs incurred plus 20% administration costs
Subsequent inspections	\$100 plus hourly departmental charge out rate
District work if owner defaults	Actual costs incurred for related labour, materials or equipment plus 20% administration costs



**DISTRICT OF PORT HARDY  
BYLAW 1045-2015  
REVENUE ANTICIPATION BORROWING BYLAW**

A Bylaw to provide for the borrowing of money in anticipation of revenue for the year 2016

WHEREAS the District of Port Hardy may not have sufficient money on hand to meet the current lawful expenditures of the Municipality:

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, by bylaw, without the assent of the electors or the approval of the Inspector of Municipalities, borrow, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the Municipality provided that the total of the outstanding liabilities does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year the amount of taxes during the current year for this purpose shall be deemed to be seventy-five per cent of the taxes levied for all purposes in the immediately preceding year; and
- b) the whole amount of any sums of money remaining due from other governments,

AND WHEREAS the total amount of liability that Council may incur is Three Million Six Hundred and Fourteen Thousand and Seven Hundred and Eighty Dollars (\$3,614,780) being 75% of the whole amount of the taxes levied for all purposes in 2015.

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. This bylaw may be cited for all purposes as "Bylaw 1045-2015 Revenue Anticipation Borrowing Bylaw for 2016".
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality, from the Municipal Finance Authority of British Columbia, an amount or amounts not exceeding the sum of Three Million Six Hundred and Fourteen Thousand and Seven Hundred and Eighty Dollars (\$3,614,780).
3. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by one of the Mayor or Council and one of the Director of Financial Services or the Chief Administrative Officer.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
5. Bylaw 1034-2014 – Revenue Anticipation Borrowing Bylaw for 2015 is hereby rescinded.

Read a first time on the 13th day of October, 2015.

Read a second time on the 13th day of October, 2015.

Read a third time on the 13th day of October, 2015.

Adopted by the Municipal Council on the            day of,            2015.

\_\_\_\_\_  
Director of Corporate Services

\_\_\_\_\_  
Mayor

Certified to be a true copy of  
District of Port Hardy Bylaw 1045-2015  
Revenue Anticipation Borrowing Bylaw for 2016.

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Director of Corporate Services