



DISTRICT OF PORT HARDY

AGENDA

REGULAR COUNCIL MEETING

7:00 PM

TUESDAY, NOVEMBER 25, 2014

MUNICIPAL HALL COUNCIL CHAMBERS

7360 COLUMBIA STREET

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

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

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY, NOVEMBER 25, 2014
Council Chambers - Municipal Hall**

<u>Page</u>		Time:
	A. CALL TO ORDER	
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required	1. 2.
	C. ADOPTION OF MINUTES	
1-2	1. The minutes of the Special Council Meeting November 12, 2014.	
	Motion required	1. 2.
3-6	2. The minutes of the Regular Council Meeting November 12, 2014.	
	Motion required	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	No delegations.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
7-8	1. Council Action items. For information.	
	F. CORRESPONDENCE	
9-10	1. Balwinder Bal, President, 0825241 BC Ltd., DBA Town Taxi (Nov.13/14) re: Notice for Voluntary Bill of Rights. For information.	
11-12	2. Copy of correspondence from Sheila Malcomson, Chair Islands Trust Council to Premier Christy Clark and Honourable Ted Stone, Minister of Transportation (Oct.31/14) re: Public Consultation re: Coastal Ferry Contract for Performance Term 4 (2016-2020). For information.	
13	3. Althea Vermass, Executive Director, North Island Crisis and Counselling Centre Society (Nov.5/14) re: Restorative Justice Program. For information.	
	G. NEW BUSINESS	
	None in agenda package.	
	H. COUNCIL REPORTS	
	1. Verbal reports from Council members.	
	I. COMMITTEE REPORTS	
	No Committee Reports.	
	J. STAFF REPORTS	
14-21	1. J. Long, Director of Corporate & Development Services (Nov.20/14) re: Application for Development Variance Permit – St. Claire.	
	Motion / direction	1. 2.

- 22-25** 2. J. Long, Chief Election Officer / Director of Corporate & Development Services (Nov.21/14) re: Official Results – 2014 General Local Election. For information.

K. CURRENT BYLAWS AND RESOLUTIONS

No current bylaws.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

November 26-27 Auditors in Council Chambers 8:30am-4:30 pm
December 2 Inaugural Meeting of Council, 7:00 pm, Council Chambers
December 3 Heritage Society, 7:00 pm Council Chambers
December 9 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
Time:

1. 2.



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

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

ALSO PRESENT: Jeff Long, Director of Corporate & Development Services

REGRETS: Deputy Mayor Huddleston
Rick Davidge, Chief Administrative Officer

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

A. CALL TO ORDER

In the absence of Deputy Mayor Debbie Huddleston, Jeff Long, Director of Corporate & Development Services, called the meeting to order at 6:30 pm. Mr. Long advised that in the absence of a Mayor and the appointed Deputy Mayor, that Council must appoint a member to act as Deputy Mayor for the purposes of conducting the Council meetings this evening. Councillor Hemphill volunteered to act as Deputy Mayor in this regard.

Moved/Seconded/Carried

That Councillor Jessie Hemphill is hereby appointed as a Deputy Mayor for the purposes of conducting the November 12, 2014 Special Council Meeting and Regular Council Meeting.

2014-206
APPROVAL OF AGENDA
AS PRESENTED

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda be approved as presented.

2014-207
APPROVAL OF AGENDA
AS PRESENTED

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

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

Subject matter related to *Community Charter* s. 90(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

1. Draft Municipal Type Service Agreement (MTSA).

Moved/Seconded/Carried

THAT in accordance with section 92 of the *Community Charter*, that the meeting be closed to the public as per s. 90(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages

2014-208
CLOSE MEETING TO
THE PUBLIC CC
s 90(1)(k)

and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

D. ADJOURNMENT

2014-209
ADJOURNMENT

Moved
THAT the Special Meeting of Council adjourn. Time: 6:45pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE &
DEVELOPMENT SERVICES

DEPUTY MAYOR



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

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

ALSO PRESENT: Jeff Long, Director of Corporate & Development Services
Trevor Kushner, Director of Engineering & Operational Services
Allison McCarrick, Director of Financial Services
Leslie Driemel, Recording Secretary

REGRETS: Deputy Mayor Debbie Huddlestan
Rick Davidge, Chief Administrative Officer

MEDIA: North Island Gazette **MEMBERS OF THE PUBLIC:** 2

A. CALL TO ORDER

In the absence of Deputy Mayor Debbie Huddlestan and having been appointed by Council as Deputy Mayor earlier in the evening to act in her place, Deputy Mayor Jessie Hemphill assumed the chair as Deputy Mayor.

Deputy Mayor Hemphill called the meeting to order at 7:00pm

B. APPROVAL OF AGENDA

Deputy Mayor Hemphill advised Council of an addendum to the agenda under F. Correspondence: Item 5, Angie Clance, Organizer, Santa Claus Parade (Nov 12/14) re: request for street closures - portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, December 7, 2014 and District support to assist with same.

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

C. ADOPTION OF MINUTES

1. The minutes of the Special Council Meeting held October 28, 2014.

Moved/Seconded/Carried
THAT the minutes of the Special Council Meeting held October 28, 2014 be approved as presented.

2. The minutes of the Regular Council Meeting held October 28, 2014.

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held October 28, 2014 be approved as presented.

2014-210
APPROVAL OF
AGENDA AS
AMENDED

2014-211
SPECIAL
MEETING
MINUTES OCT.
28/14 APPROVED

2014-212
COUNCIL
MEETING
MINUTES
OCT./28/14
APPROVED

D. DELEGATIONS

No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Council action items were received for information.

ACTION ITEMS

F. CORRESPONDENCE

1. Letter to Councillors John Tidbury and Rick Marcotte from Robin Archdekin, resident & CEO, Geoscience BC (Oct.24/14) re: Geoscience BC Annual Mayors' Breakfast at UBCM, September 25, 2014.

Deputy Mayor Hemphill advised that the correspondence addressed to Councillor Tidbury and Marcotte from Robin Archdekin, President and CEO, Geoscience BC (Oct.24/14) requests a letter of support for Geoscience BC be written to Premier Clark to assist Geoscience 2014/2015 outreach efforts.

2014-213
GEOSCIENCE B C
LETTER OF
SUPPORT

Moved/Seconded/Carried

THAT Council writes a letter to Premier Christy Clark supporting Geoscience BC 2014/2015 outreach efforts.

2. Paul Flanagan, Executive Director, Tax Policy Branch, Ministry of Finance (Oct.17/14) re: Municipal and Regional Tax Program for local tourism marketing, (Hotel Tax) was received for information.
3. Hon. Coralee Oakes, Minister of Community, Sport & Cultural Development (Oct.28/14) re: Meeting at 2014 UBCM Convention and summary of investments from Ministry since 2001 was received for information.
4. Correspondence from Association of Vancouver Island and Coastal Communities (AVICC):
 - a) Memo from Iris Hesketh-Boles, (Nov.3/14) re: AVICC Resolutions Notice / Request for Submissions; Call for Nominations for AVICC Executive; 2014 AGM & Convention Minutes; and Call for Presentations Reminder, was received for information.
 - b) Memo from President Larry Cross, (Nov.3/14) re: AVICC Resolutions Notice / Request for Submissions; Call for Nominations for AVICC Executive, was received for information.

Deputy Mayor Hemphill updated Council on recent activities of AVICC and reviewed the deadlines for AVICC resolutions notice, nominations and call for presentations for the 2015 AVICC Annual General Meeting and Convention.

Addendum

5. Angie Clance, Organizer, Santa Claus Parade (Nov 12/14) re: Santa Claus Parade December 7, 2014, request for street closures portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, December 7, 2014 and District staff support for same.

2014-214
SANTA CLAUSE
PARADE ROAD
CLOSURES
APPROVED

Moved/Seconded/Carried

THAT the request by Angie Clance that the District of Port Hardy close portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, December 7, 2014 for the Santa Claus Parade, and that District staff be made available to assist with same is hereby approved.

G. NEW BUSINESS

No new business.

H. COUNCIL REPORTS

Councillors Janet Dorward, Jessie Hemphill, Rick Marcotte, and Nikki Shaw reported on their recent meetings and other activities they attended and undertook on behalf of the District of Port Hardy, as well as information on a variety of community interest matters. Councillor Tidbury advised he had nothing to report at this time.

I. COMMITTEE REPORTS

1. Minutes of the Budget Meeting held October 27, 2014 was received for information.

J. STAFF REPORTS

1. Accounts Payable, October 2014 was received for information.
2. A. McCarrick, Director of Financial Services (Oct 29/14) re: General Insurance Broker Request for Proposals.

Moved/Seconded/Carried

THAT Council awards the appointment to place and manage the general property insurance for the District of Port Hardy to the Municipal Insurance Association of BC, commencing January 1, 2015.

3. J. Long, Director of Corporate & Development Services (Nov.6/14) re: Proposed Council Policy – Hanging of Banners on District's Douglas Street Property.

Council discussed the draft policy *Hanging of Banners on District's Douglas Street Property* presented by Jeff Long, Director of Corporate and Development services and in particular, section 2.3 language which states that a 'fee may be charged by the District'.

Jeff Long advised this was included so that the policy will not require amendment should Council decide, at a future date, to charge a fee for the hanging of a banner by the Operational Services Department.

Councillor Tidbury noted that this policy would create additional bureaucracy.

Moved/Seconded/Carried

THAT Council adopts Policy #CP10.10 which provides guidelines associated with the hanging of banners as presented by staff in its November 6, 2014 report.

4. J. Long, Director of Corporate & Development Services (Nov.6/14) re: Liability Insurance Requirement Related to Special Occasion Liquor Licences.

J. Long presented the findings associated with the research conducted by staff as previously requested by Council discussed the costs of increased insurance coverage associated with Special Occasion Liquor Licences.

2014-215
GENERAL
PROPERTY
INSURANCE
BROKERAGE
AWARDED TO
MIABC

2014-216
POLICY CP10.10
HANGING OF
BANNERS

2014-217
POLICY #CP9.1
SPECIAL
OCCASION
LIQUOR
LICNECES

Moved/Seconded

THAT Council adopts amended policy #CP9.1 with respect to Special Occasion Liquor Licences as presented by staff in its November 6, 2014 report.

Councillor Tidbury requested a friendly amendment to the motion to amend policy #CP9.1 with respect to Special Occasion Liquor Licences as presented by staff in its November 6, 2014 report to change all references to *beer garden* in the amended policy to *beverage garden*.

2014-218
AMEND
PREVIOUS
MOTION

Moved/Seconded/Carried

THAT Council approves the amendment to the original motion.

J. Long advised Council that the policy as written, does not refer to beer garden, but rather, refers to events that include the service of alcohol.

2014-219
POLICY #CP9.1
SPECIAL
OCCASION
LIQUOR
LICNECES

Moved/Seconded/Carried

THAT Council adopts policy #CP9.1 with respect to Special Occasion Liquor Licences as presented by staff in its November 6, 2014 report.

K. CURRENT BYLAWS AND RESOLUTIONS

No Bylaws or resolutions.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

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

N. NOTICE OF IN CAMERA MEETING

No in camera meeting scheduled at this time.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:21pm

CORRECT

APPROVED

2014-220
ADJOURNMENT
OF REGULAR
COUNCIL
MEETING

DIRECTOR OF CORPORATE
DEVELOPMENT SERVICES

DEPUTY MAYOR

ITEM	REGULAR COUNCIL MEETING - NOVEMBER 12, 2014 ACTION	WHO	STATUS /COMMENTS
1. Letter to Councillors John Tidbury and Rick Marcotte from Robin Archdekin, resident & CEO, Geoscience BC (Oct.24/14) re: Geoscience BC Annual Mayors' Breakfast at UBCM, Sept. 25/14	THAT Council writes a letter to Premier Christy Clark supporting Geoscience BC 2014/2015 outreach efforts. • Write letter of support as directed.	RD	
Addendum. Angie Clance, Organizer, Santa Claus Parade (Nov 12/14) re: Santa Claus Parade December 7, 2014, request for street closures portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, and that District staff be made available to assist with same is hereby approved. • Advise Operational Services. • Advise A. Clance of approval and • Advise agencies of road closure.	THAT the request by Angie Clance that the District of Port Hardy close portions of Granville Street, Rupert Street, Gray Street and Market Street from 3:45 to 4:30pm on Sunday, December 7, 2014 for the Santa Claus Parade, and that District staff be made available to assist with same is hereby approved. • Advise Operational Services. • Advise A. Clance of approval and • Advise agencies of road closure.	TK JL JL	Done -to Op Scvs for scheduling Done Done
A. McCarrick, Director of Financial Services (Oct 29/14) re: General Insurance Broker Request for Proposals.	THAT Council awards the appointment to place and manage the general property insurance for the District of Port Hardy to the Municipal Insurance Association of BC, commencing January 1, 2015. • Advise MIA of appointment	AM	Done
J. Long, Director of Corporate & Development Services (Nov.6/14) re: Proposed Council Policy – Hanging of Banners on District's Douglas Street Property.	THAT Council adopts Policy #CP10.10 which provides guidelines associated with the hanging of banners as presented by staff in its November 6, 2014 report. • Prepare and distribute policy	LD	Done
J. Long, Director of Corporate & Development Services (Nov.6/14) re: Liability Insurance Requirement Related to Special Occasion Liquor Licences.	THAT Council adopts policy #CP9.1 with respect to Special Occasion Liquor Licences as presented by staff in its November 6, 2014 report. • Prepare and distribute policy	LD	Done
Addendum: Rename Thunderbird Way, south of Granville Street, after Bev Parnham.	REGULAR COUNCIL MEETING OCTOBER 28, 2014 THAT Council directs staff to send a letter to the affected property owners on Thunderbird Way south of Granville street, to seek their input regarding the possible renaming of Thunderbird Way using Bev Parnham's namesake. • Staff to send a letter to the affected property owners on Thunderbird Way, south of Granville street, to seek their input.	JL	Letters sent. In progress

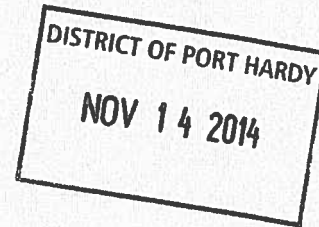
ITEM	REGULAR COUNCIL MEETING OCTOBER 14, 2014 ACTION	WHO	STATUS /COMMENTS
<p>Downtown Revitalization Committee a) Minutes Sept. 11/14 Recommendation: "THAT there be free WiFi services established in the Downtown Revitalization Area, with the initial focus to be from the Seagate Wharf to Tzulquate Park." b) Minutes October 7, 2014. Recommendation: "THAT Council considers negotiating a right of first refusal with the owners of 7395 Market St, 7385 Market St. and 7375 Market St. for the purpose of adding to the waterfront park area."</p>	<p>THAT Council approves the provision of WiFi service in the Downtown Revitalization Area</p> <ul style="list-style-type: none"> • Add to broadband tender / RFP requirements <p>THAT Council directs staff to undertake the work necessary to try and obtain first rights of refusal with the owners of the properties addressed as 7375, 7385 and 7395 Market Street for the purpose of potentially purchasing these properties in future, and adding them to the District's waterfront park area.</p> <ul style="list-style-type: none"> • Contact property owners as requested 	RD	In Progress
<p>ITEM</p>	<p>REGULAR COUNCIL MEETING July 8, 2014 ACTION</p>	JL	Letters sent. One reply of 'no' received to date
<p>ITEM</p> <p>Draft minutes - Op Scvs Comm meeting held June 19/14. Recommendation to Council: a. "THAT the District denies the request for designated moorage at Fishermans Wharf for the 2014 season AND THAT the charter boat operators be invited to come to the Operational Services Committee in the fall to allow more time for discussion and to schedule any operational changes needed."</p>	<p>Recommendation approved as presented.</p> <ul style="list-style-type: none"> • Contact charter boat operators and advise. 	TK	D. Pratt contacting, waiting confirmation to come to December Operational Services meeting.
<p>ITEM</p> <p>Airport WasteWater Treatment Plant</p>	<p>REGULAR COUNCIL MEETING December 10, 2013</p> <p>Adopted in principal Opt 3 in Stantec report: Divert AWWTP flows to Town Plant</p> <ul style="list-style-type: none"> • Advise MOE - Investigate funding partners 	TK	Developing Stakeholder Committee

ALW

November 13-2014

To,

FAX 250-949-7433



**The Administrator
District of Port Hardy
7360 Columbia Street
Port Hardy, B.C.-2P0**

REG: NOTICE FOR VOLUNTARY BILL OF RIGHTS (VTBOR)

Dear Sir:

Please be advised that the Town tax is starting the Voluntary Taxi Bill of Rights Program (VTBOR) in the Port Hardy region. The Passenger Transportation Board has established a voluntary program that enables taxi companies in B.C, to adopt a taxi bill of rights for the benefit of the taxi drivers and the passengers. This VTBOR program will,

- **Clarify expectations between taxi drivers and taxi customers**
- **Promote consistent, high quality taxi service and to address any complaint or concern of the taxi passengers.**
- **A mandatory taxi bill of rights has been successfully operating in the Greater Vancouver region since 2008. The PT Board has formulated the**

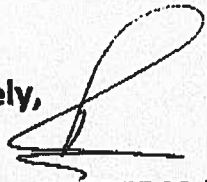
VTBOR at the request of the taxi companies, taxi users and local officials for the regions beyond GVRD.

- **The information about the VTBOR is available at,**

http://www.th.gov.bc.ca/ptb/taxi_rights.htm

If you have any question please do not hesitate to call me at 250-504-0067.

Sincerely,



President 0825241 BC. Ltd. Dba Town Taxi

DISTRICT OF PORT HARDY
NOV 14 2014

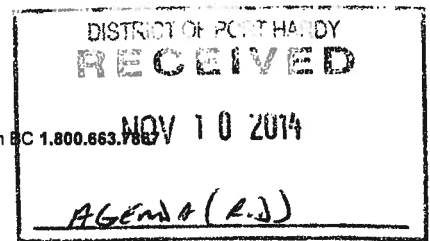


200-1627 Fort Street, Victoria BC V8R 1H8
Telephone (250) 405-6161 Fax (250) 405-5155

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7887

Email information@islandstrust.bc.ca

Web www.islandstrust.bc.ca



October 31, 2014

File No.: 0420-20

via e-mail: premier@gov.bc.ca; Minister.Transportation@gov.bc.ca;

The Honourable Christy Clark
Premier of British Columbia
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

The Honourable Todd Stone, MLA
Minister of Transportation and Infrastructure
PO Box 9850, Stn Prov Govt
Victoria BC V8W 9E2

Dear Premier Clark and Minister Stone:

Re: Public Consultation re Coastal Ferry Contract for Performance Term 4 (2016-2020)

Thank you both for meeting with the Regional District Chairs about coastal ferry service at the Union of BC Municipalities' annual convention. I was glad that the Premier invited us to meet again in November.

Over the next nine months, the Province will make funding decisions that will determine the future of BC Ferries and our coastal communities. By late June 2015, the Province will confirm how much funding it will provide to BC Ferries through the Coastal Ferry Services Contract in years 2016-2020. We hope you will engage British Columbians in this important decision.

We appreciate that Minister Stone wants to hold BC Ferries fare increases close to the level of inflation starting in 2016, but are deeply concerned that this will be too little, too late. With ferry fares scheduled to increase by 3.9% on April 1, 2015, residents, businesses and tourists will be increasingly dissuaded from ferry travel. Many fares have already increased well in excess of 100% over the past ten years. The Province needs to increase funding to BC Ferries so fares can come down and ridership can begin to recover. We expect that there will be strong interest from our communities in engaging with the Province about the appropriate amount of Provincial capital funding for provincial infrastructure projects such as ferries and terminals that are integral to coastal ferry system, and the appropriate level of cost recovery from fares and ancillary services.

On October 3, 2014, I wrote to the Select Standing Committee on Finance and Government Services on behalf of the Islands Trust Council to request that the Provincial government budget sufficient funding in 2015 and future years to:

- return BC Ferry fares to a level that would be in line with cost of living increases since enactment of the Coastal Ferries Act in 2003; and,
- fund BC Ferries costs, including capital costs, at a level that will keep future fare increases in line with, or lower than, the consumer price index while meeting essential transportation needs of ferry dependent communities.

By 2012-2013, BC Ferries' passengers were already contributing 109% of operating costs. With ferry passengers already paying for operating costs, adequate Provincial funding is needed for BC Ferries to fund upgrades to ferries and terminals. To us this seems straightforward. Non-coastal communities are not having debates about the Ministry of Transportation's responsibility to use taxpayer funds to pay for provincial capital projects that underpin BC's economy. As the Union of BC Municipalities' report *A Socioeconomic Impact Analysis of BC Ferries* revealed, investment in BC Ferries benefits the provincial economy.

As we understand it, the steps in deciding future BC Ferries fares are:

1. Currently, the Ferry Commission is taking three months to consult the public about BC Ferries' submission for the next performance term (2016-2020) as well as BC Ferries' 10 Year Capital Plan, and BC Ferries' Efficiency Plan for 2016-2020 and beyond.
2. By the end of March 2014, the BC Ferry Commissioner will make a determination regarding a preliminary price cap for fares for 2016-2020.
3. By the end of June 2015 the Province will decide how much funding to provide to BC Ferries through the Coastal Ferry Services Contract in years 2016-2020.
4. After June 2014, once the provincial contribution is known, the Ferry Commissioner will make a final decision about how much ferry fares will be increased or decreased 2016-2020.

Preserving Island communities, culture and environment

Bowen Denman Hornby Gabriola Galiano Gambier Lasqueti Mayne North Pender Salt Spring Satuma South Pender Thetis

Premier Clark and Minister Stone
October 31, 2014
Page 2

The Provincial decision about how much to support coastal transportation 2016-2020 will determine the shape of our communities into the future. The BC Ferry Commission's current consultation, while welcome, does not offer the public any idea of the scale of upcoming fare increases. Accordingly, we request that in early 2015, once more information about the preliminary fare caps is known, the Ministry of Transportation and Infrastructure take a substantive amount of time to undertake a meaningful, robust public consultation process regarding future ferry fares and Provincial investment in the BC ferry system until 2020 or beyond. Our communities have a great deal of wisdom and experience to offer when consulted in a meaningful manner.

Thank you for considering this request.

Sincerely,



Sheila Malcolmson
Chair, Islands Trust Council
smalcolmson@islandstrust.bc.ca

cc: Trust Area MLAs: Gary Holman, Saanich North and the Islands
Don McRae, Comox Valley
Doug Routley, Nanaimo – North Cowichan
Nicholas Simons, Powell River – Sunshine Coast
Michelle Stilwell, Parksville – Qualicum
Jordan Sturdy, West Vancouver – Sea to Sky, and Parliamentary Secretary to the
Minister of Transportation and Infrastructure for Transportation
The Honourable Shirley Bond, Minister of Jobs, Tourism and Skills Training
Gord Macatee, BC Ferry Commissioner
Mike Corrigan, President and CEO, BC Ferry Services Inc.
Ferry Advisory Committee Chairs c/o Trustee Alison Morse and Brian Hollingshead
Bowen Island Municipality
Coastal Regional District Chairs c/o Powell River Regional District Chair Colin Palmer
→ Association of Vancouver Island Coastal Communities members
Union of BC Municipalities Select Committee on BC Ferries
Islands Trust Council
Islands Trust website



"Empowering People"

North Island Crisis and Counselling Centre Society
7095 Thunderbird Rd.
P.O. Box 2446 Port Hardy B.C. V0N 2P0



Jeff Long
District of Port Hardy
PO Box 68
Port Hardy, BC V0N 2P0

November 5, 2014

Dear Chief and Council:

RE: Restorative Justice Program

Unfortunately, we have still not been able to obtain the \$5000.00 from one of the parties. S/Sgt. Brownridge suggested that, as a member of the Port Hardy Detachment recently took restorative justice training, perhaps the RCMP could offer the service and the money be returned to the local governments.

As our Society's capacity has changed significantly since this program was suggested, I agree that it would be best for either the RCMP to attempt to offer it, or attempt to offer it through a different agency at the reduced funding of \$15,000. NI Crisis and Counselling Centre Society would be happy to contribute in whichever way we can moving forward, and could offer the use of our group room for the program, if the RCMP desired.

You will receive a cheque for \$5000.00 shortly. If you have any questions, please feel free to contact me at 250-949-8333.

Sandy Somburini
For

Althea Vermaas,
Executive Director



more open streetscape without crowding with buildings, and to prevent the irregularity in the siting of buildings which may otherwise cause problems associated with visual safety.

The Cedar Heights development was undertaken in the 1970s and predates more modern zoning regulations for the community. Many of the principal buildings are located in proximity to the relatively narrow street. It is also a unique development in that it is comprised of manufactured homes on small lots in a bare land strata configuration. Given these circumstances, the fact that there does not appear to be any opposition by neighbours, and the Strata Council has given its approval of the proposed structure in this unique development, staff is satisfied that approval of the proposed variances by Council would not establish precedence that may unduly influence Council's decision making as it applies to other circumstances or areas of the community.

PUBLIC CONSULTATION

When processing an Application for Development Variance Permit, a notice is prepared and is mailed or hand delivered to the owners and occupiers of property within 50 metres of the property subject to the application (*Local Government Act and Development Application Procedures Bylaw*). In this case, notices were mailed to the owners of 12 properties, hand delivered to properties owned by absentee owners, and mailed to the Strata Council of Strata Plan 349. A copy of the notice is shown on pages 5 and 6. Staff received one response which indicates no objection to the proposed structure.

STAFF RECOMMENDATION

Staff has prepared Development Variance Permit DVP-01-2014 shown on pages 7 and 8 for Council's consideration.

"THAT Council approves Development Variance Permit DVP-01-2014 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to:

- 1) *Decrease the front yard setback for an accessory use from 4.5 metres (14.76 feet) to 2.13 metres (7 feet) with respect to an accessory detached garage structure;*
- 2) *Decrease the rear yard setback for an accessory use from 1.0 metre (3.28 feet) to 0.0 metres with respect to an accessory detached garage structure; and,*
- 3) *Increase the maximum lot coverage from 40% to 43% for all buildings and structures;*

With respect to the property legally described as Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349.

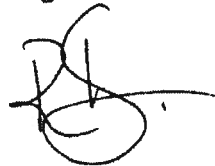
AND FURTHER THAT the Director of Corporate & Development Services be authorized to execute the permit accordingly."

Respectfully submitted,



Jeff Long
Director of Corporate &
Development Services

I agree with the recommendation.



Rick Davidge
Chief Administrative Officer



The Owners, Strata Plan No. 349
Cedar Heights Mobile Home Subdivision
PO Box 1590
Port Hardy, BC. V0N 2P0

October 30, 2014

District of Port Hardy
PO Box 68
Port Hardy, BC. V0N 2P0
Attention: Building Inspector

RE: Mr. Daryl St. Claire – 7366 Teakerne Drive

Dear Sir,

It has been brought to our attention that Mr. Daryl St. Claire would like to build a structure on his property at 7366 Teakerne Drive. We are aware that the structure will extent to the edge of the property line.


At this time, The Owners', Strata Plan No. 349 have no issues with this, are in agreement to such, and give our approval.

Please feel free to contact Tony Valentine (Chairperson) at (250) 949-6187 should you have any questions or concerns.

Thank you for your time.

Yours truly,


Tony Valentine
Strata Council Chairman


Joan Holm
Strata Council Secretary/Treasurer



District of Port Hardy

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



November 13, 2014

Our File: 3090 Development
Variance Permits / DVP-01-2014

Dear Property Owner or Tenant,

**Re: Application for Development Variance Permit – Daryl and Leonida St. Claire –
Strata Lot 53, Cedar Heights, Teakerne Drive**

Please be advised that the Daryl and Leonida St. Claire have filed an Application for Development Variance Permit for the above referenced property (see map on reverse), for the purposes of accommodating the construction of an accessory building to be used as a garage for the storage of vehicles. If the Development Variance Permit (DVP-01-2014) is approved by Council, this Permit would have the effect of varying District of Port Hardy Zoning Bylaw No. 1010-2013 as follows:

- 1) Reducing the front yard setback for an accessory building from Teakerne Drive from 4.5 metres to 2.13 metres;
- 2) Reducing the interior side yard setback for an accessory building from 1.0 metre to 0.0 metres.
- 3) Increasing the maximum lot coverage from 40% to 43%.

The requested variances, if approved, would allow completion of the accessory garage building that is partially constructed on the subject property.

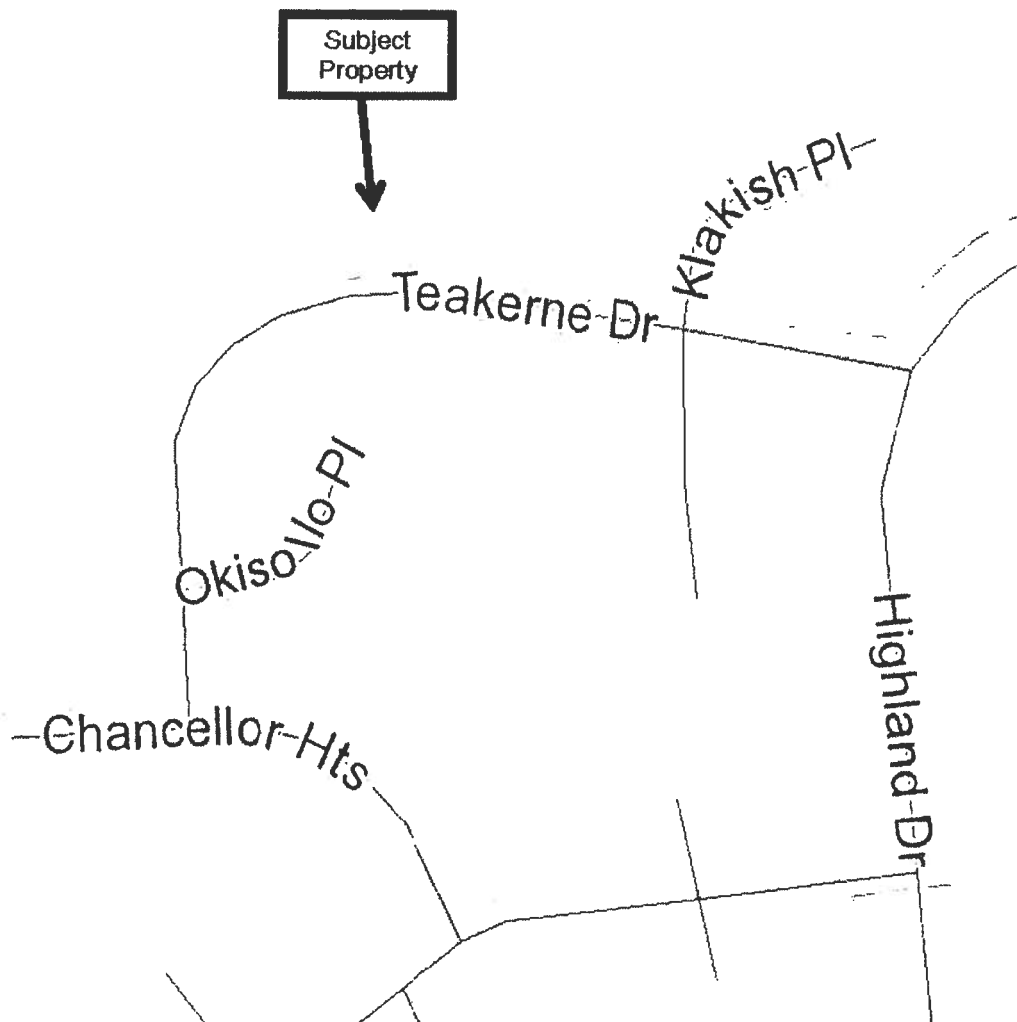
Council will consider Development Variance Permit DVP-01-2014 at its meeting to be conducted on **Tuesday, November 25, 2014** at 7:00pm in the Council Chambers of the Municipal Hall located at 7360 Columbia Street. As an owner or occupier of land in proximity to the subject property, you are invited to attend the Council meeting to provide your comments regarding this application. Alternatively, written submissions can be sent by email to jlong@porthardy.ca, by facsimile to 250-949-7433, or mailed / hand delivered to the address at the top of this page. All submissions must be received no later than 4:00p.m. on Tuesday, November 25, 2014 such that they can be considered.

A copy of proposed Development Variance Permit DVP-01-2014 as well as the Application for Development Variance Permit may be viewed at the Municipal Hall at the address listed at the top of this page, from 8:30a.m. until 4:30p.m., Monday through Friday, excluding statutory holidays. A copy of this documentation can also be emailed. For further information, please contact the undersigned at 250-949-6665.

Sincerely,

Jeff Long
Director of Corporate & Development Services

LOCATION MAP





**DISTRICT OF PORT HARDY
DEVELOPMENT VARIANCE PERMIT
DVP-01-2014**

ISSUED TO: Daryl St. Claire and Leonida St. Claire

OF: PO Box 634, Strata Lot 53 in Plan VIS349, Teakerne Street, Port Hardy, BC, V0N 2P0

1) This Development Variance Permit (DVP-01-2014) is issued subject to compliance with all of the bylaws of the District of Port Hardy applicable thereto, except as specifically varied or supplemented by this Permit.

2) This Development Variance Permit applies to that land within the District of Port Hardy as described below:

Legal Description: Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349
Parcel Identifier (PID): 000-384-062

3) The land described herein shall be developed strictly in accordance with the following terms and provisions of this Permit:

a) The development upon the land shall be carried out according to the specifications attached hereto as Schedule 'A' which forms part of this Permit;

b) This Development Variance Permit shall lapse if construction is not substantially commenced within two (2) years of the issue date of this Permit (see below). A lapsed permit cannot be renewed, therefore an application for a new development variance permit be must made and permit granted by Council in order to proceed.

CERTIFIED as DEVELOPMENT VARIANCE PERMIT DVP-01-2014 issued by resolution of the Council of the District of Port Hardy on _____, 2014.

Jeff Long
Director of Corporate & Development Services

Certified on _____, 2014



**SCHEDULE 'A'
TO
DEVELOPMENT VARIANCE PERMIT
DVP-01-2014**

APPLICANTS: Daryl St. Claire and Leonida St. Claire
LEGAL DESCRIPTION OF LAND: Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349

SPECIFICATIONS:

THAT WHEREAS pursuant to PART 6 – RESIDENTIAL ZONES, and in particular, section 6.4 of District of Port Hardy Zoning Bylaw No. 1010-2013, the minimum front yard and interior side yard setbacks for an accessory use is 4.5 metres (14.76 feet) and 1.0 metres (3.28 feet) respectively, and the maximum parcel coverage for all buildings and structures shall not exceed 40%.

AND WHEREAS the applicants, Daryl St. Claire and Leonida St. Claire, have requested variances to reduce the front yard setback to 2.13 metres (7 feet) and the interior side yard setback to 0.0 metres, and increase the maximum parcel coverage to 43%, to accommodate construction of an accessory detached garage structure on the land.

THEREFORE BY A RESOLUTION of the Council of the District of Port Hardy on _____, 2014, the provisions of Port Hardy Zoning Bylaw No. 1010-2013, as they apply to the land are varied as follows:

"THAT Council approves Development Variance Permit DVP-01-2014 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to:

- 1) *Decrease the front yard setback for an accessory use from 4.5 metres (14.76 feet) to 2.13 metres (7 feet) with respect to an accessory detached garage structure;*
- 2) *Decrease the rear yard setback for an accessory use from 1.0 metre (3.28 feet) to 0.0 metres with respect to an accessory detached garage structure; and,*
- 3) *Increase the maximum lot coverage from 40% to 43% for all buildings and structures;*

With respect to the property legally described as Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349.

AND FURTHER THAT the Director of Corporate & Development Services be authorized to execute the permit accordingly."

I HEREBY CERTIFY this copy to be true and correct copy of Schedule 'A', being the specifications of Development Variance Permit DVP-01-2014.

Jeff Long
Director of Corporate & Development Services

Certified on _____, 2014

District of Port Hardy

District of Port Hardy



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: November 21, 2014 **FILE:** 4200-01 Elections

TO: Rick Davidge, Chief Administrative Officer

FROM: Jeff Long, Chief Election Officer / Director of Corporate & Development Services

RE: OFFICIAL RESULTS – 2014 GENERAL LOCAL ELECTION

PURPOSE

To present the Chief Administrative Officer and Council with the results of the 2014 General Local Election.

REGULATORY AUTHORITY

Section 148 of the *Local Government Act* requires the Chief Election Officer to submit a report of the official election results to the local government within 30 days of declaration of the official results.

BACKGROUND

Upon close of the nomination period on October 10, 2014, nominations for two candidates for the office of Mayor and thirteen nominations for the office of Councillor had been received by the Chief Election Officer. In addition, three nominations were received for the three positions of School Trustee for Electoral Area 1 with the Board of Education of School District No. 85. As a result, on Monday, October 20, 2014, a declaration of election by voting was made with respect to the offices of Mayor and Councillor with District of Port Hardy Council, and declaration of an election by acclamation was made with respect to the three positions for office of School Trustee.

Three advanced voting opportunities were undertaken on November 5th, 13th and 14th at the Municipal Hall, while a special voting opportunity was conducted at the Port Hardy Hospital / Eagle Ridge Manor on November 12th. A total of 493 electors voted during these four opportunities. With respect to general voting day on November 15th, a total of 799 electors voted bringing the grand total to 1292 which is 46.36% of an estimated 2,787 eligible voters. The official results of the 2014 General Local Election are attached to this report as Schedule "A", and the declarations of the official results are attached as Schedules "B" and "C".

Respectfully submitted,

Jeff Long,
Chief Election Officer /
Director of Corporate &
Development Services

SCHEDULE "A"



**DISTRICT OF PORT HARDY
2014 GENERAL LOCAL ELECTIONS
OFFICIAL ELECTION RESULTS**



CANDIDATE	NUMBER OF VOTES	ELECTED
BOOD, Hank	746	YES
DORWARD, Janet	534	
CORBETT-LABATT, Pat	801	YES
DUGAS, Dennis	839	YES
HEMPHILL, Jessie	493	YES
MARCOTTE, Rick	610	YES
PERKOVICH, Debbie	450	
QUIST, Shelley O	175	
RALPH, Eric	374	
RICHARDS, Graham	149	
ROBERTSON, Fred	585	YES
ROMAS, Rod	327	
SIEMENS, Shelley	441	
TIDBURY, John	656	YES
WISHART, Leightan	490	

This determination of official election results was made by the Chief Election Officer on November 17, 2014 at 3:06pm and is based on the ballot accounts prepared at the Municipal Hall by the Chief Election Officer.

Chief Election Officer

SCHEDULE “B”



**DISTRICT OF PORT HARDY
2014 GENERAL LOCAL ELECTIONS**



DECLARATION OF OFFICIAL RESULTS – OFFICE OF MAYOR

I, Jeffrey Long, Chief Election Officer for the District of Port Hardy, do hereby declare elected, Hank Bood, who received the highest number of votes for the office of Mayor.

Given under my hand at Port Hardy, British Columbia, at 3:06pm this 17th day of November, 2014.

A handwritten signature in black ink, appearing to read "Jeffrey Long", written over a horizontal line.

Jeffrey Long
Chief Election Officer

SCHEDULE "C"



**DISTRICT OF PORT HARDY
2014 GENERAL LOCAL ELECTIONS**



DECLARATION OF OFFICIAL RESULTS – OFFICE OF COUNCILLOR

I, Jeff Long, Chief Election Officer for the District of Port Hardy, do hereby declare elected, the following candidates who received the highest number of votes for the office of Councillor in the District of Port Hardy 2014 General Local Election:

- 1) Pat Corbett-Labatt
- 2) Dennis Dugas
- 3) Jessie Hemphill
- 4) Rick Marcotte
- 5) Fred Robertson
- 6) John Tidbury

Given under my hand at Port Hardy, British Columbia, at 3:06pm this 17th day of November, 2014.

A handwritten signature in black ink, appearing to read "Jeff Long", written over a horizontal line.

Jeff Long
Chief Election Officer