



## **DISTRICT OF PORT HARDY**

# **AGENDA COUNCIL MEETING 7:00 PM, TUESDAY, APRIL 26, 2016 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: Allison McCarrick, Chief Administrative Officer  
Heather Nelson-Smith, Director Corporate Services  
Abbas Farahbakhsh, Director Operational Services  
Adrian Maas, Director of Finance  
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY  
AGENDA FOR THE REGULAR COUNCIL MEETING  
7:00 PM TUESDAY, APRIL 26, 2016  
Council Chambers - Municipal Hall**

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<u>Page</u>	<b>A. CALL TO ORDER</b>	Time:
	<b>B. APPROVAL OF AGENDA AS PRESENTED (or amended)</b>	
	Motion required.	1.            2.
	<b>C. ADOPTION OF MINUTES</b>	
1	1. Minutes of the Special Council meeting held April 12, 2016.	
	Motion required	1.            2.
2-3	2. Minutes of the Committee of the Whole meeting held April 12, 2016.	
	Motion required	1.            2.
4-7	3. Minutes of the Regular Council meeting held April 12, 2016.	
	Motion required	1.            2.
	<b>D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL</b>	
8-13	1. Fire Chief Schell Nickerson re: Port Hardy Fire Rescue Quarterly report to Council (Jan-Mar 2016)	
	2. Jeremy Dunn, Executive Director, BC Salmon Farmers Association, re: Sustainability Progress report, update on Marine Environmental Research Program and other Association activities.	
14-15	Salmon Farming in BC Fast Facts	
	<b>E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>	
16-17	1. Council Action items. For information.	
	<b>F. CORRESPONDENCE</b>	
18	1. Candy Nomeland (Apr.18/16) re: Request permission to use Carrot Park June 18, 2016 for <i>Go Fly a Kite Day</i> from 12:00-4:00 pm and donation of pool passes.	
	Motion / direction	1.            2.
19-26	2. Port Hardy Visitor Centre 2015 Report. For information.	
	<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>	
27-28	1. Draft minutes of the First Nations Relations Committee meeting held April 12, 2016. For information.	
	Recommendation to Council: <i>THAT Council send a letter to UBCM First Nations Relations Committee to request they consider sending an invitation of membership to all non-Treaty First Nations.</i>	
	Motion / direction	1.            2.
29-31	2. Draft Minutes of the Operational Services Committee meeting held April 18, 2016. For information.	
32-36	3. Draft minutes of the Parks & Recreation Review Committee meeting held April 20, 2016. For information.	

**J. STAFF REPORTS**

- 37-41 1. Heather Nelson-Smith, Director of Corporate Services re: Application for Development Variance Permit – Tomlinson/Lerikos, 6865 Nahwitti Road.  
Motion / direction 1. 2.
- 42-44 2. Abbas Farahbakhsh, Director of Operational Services (April 19/16) re: Kains Lake and District's Water Supply. For information.

**K. CURRENT BYLAWS AND RESOLUTIONS**

- 45-47 1. District of Port Hardy Bylaw No 1048-2016 a Bylaw to set the 2016 Annual Tax Rates. For Adoption.  
Motion required 1. 2.
- 48-56 2. Bylaw 1050-2016, A Bylaw to Regulate Conservation of Water. For Adoption.  
Motion required 1. 2.

**L. PENDING BYLAWS**

No pending bylaws

**M. INFORMATION AND ANNOUNCEMENTS**

- April 28 Committee: Occupational Health & Safety, 8:30 am, Council Chambers  
May 9 Port Hardy Twinning Society 7:00 pm Council Chambers  
May 10 Committee: First Nations Relations 4:00 pm, Council Chambers  
Regular Council Meeting 7:00 pm, Council Chambers  
May 16 Committee: Operational Services 3:00 pm, Council Chambers  
May 18 Committee: Parks & Recreation Review Committee, 3:00 pm Council Chambers  
May 23 Victoria Day – Municipal Hall Closed

**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  
SPECIAL COUNCIL MEETING  
TUESDAY APRIL 12, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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

**ALSO PRESENT:** Allison McCarrick, Chief Administrative Officer  
Adrian Maas, Director of Financial Services  
Abbas Farahbakhsh, Director of Operational Services

**REGRETS:** Heather Nelson-Smith, Director of Corporate Services

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

SC2016 -013  
AGENDA  
ACCEPTED AS  
PRESENTED

**A. CALL TO ORDER**

Mayor Bood called the meeting to order at 5:30pm

**B. APPROVAL OF AGENDA AS PRESENTED**

**Moved/Seconded/Carried**

THAT the agenda for the Special Council meeting of April 12, 2016 be accepted 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:

1. Subject matter related to *Community Charter*

**SECTION 90 (1) ( 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;**

SC2016 -014  
CLOSE MEETING  
TO PUBLIC  
COMMUNITY  
CHARTER  
SECTION 90(1)(k)

**Moved/Seconded/Carried**

THAT in accordance with section 92 of the *Community Charter*, that the meeting be closed to the public as per *Community Charter* section 90(1)(k).

**D. ADJOURNMENT**

**Moved**

THAT the Special Meeting of Council adjourn.      5:55pm

SC2016 -015  
ADJOURNMENT

CORRECT

APPROVED

DIRECTOR OF CORPORATE  
SERVICES

MAYOR



**MINUTES  
DISTRICT OF PORT HARDY  
COMMITTEE OF THE WHOLE MEETING  
6:00 pm TUESDAY APRIL 12, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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

**ALSO PRESENT:** Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director Operational Services; Adrian Maas, Director Financial Services; Sean Mercer, Manager of Operations and Community Services

**REGRETS:** Heather Nelson-Smith, Director of Corporate Services

**MEDIA:** None      **MEMBERS OF THE PUBLIC:** 3

**A. CALL TO ORDER**

Mayor Bood called the meeting to order at 6:00pm

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the Committee of the Whole April 12, 2016 be accepted as presented.

**C. DELEGATION**

1. Debbie Perkovich, Linda Holm, Sara Perkovich, Filomi Days Committee re: Planning of District of Port Hardy Anniversary / Filomi Days.

Allison McCarrick, Chief Administrative Officer (CAO) reviewed the requests the Filomi Days Committee presented to Council at the Regular Council meeting of March 22, 2016.

1. Council / liaison person from the District of Port Hardy.

It was agreed at the March 22, 2016 Council meeting that Councillors Tidbury, Dugas and Robertson, as they are already on the Filomi Days Committee, would be Council liaison. Allison McCarrick, CAO advised that Sean Mercer, Manager of Operations and Community Services would be the contact for any operational requirements

2. Picture of how Council wants the 50<sup>th</sup> Anniversary Celebration to look.

Banners/ balloons/ memorabilia

The Committee discussed possible memorabilia for the event. Council advised Ms Perkovich that with the funding provided the Filomi Days Committee could make the decisions on the purchasing of memorabilia, supplies etc. The Council representative could bring forward any items needing Council discussion or approval.

Council discussion included:

- a 'homecoming' approach to the celebration
- use of social media (Facebook and Twitter) to get the word out

COW 2016-009  
APPROVAL OF  
AGENDA

- a logo to grab attention to the anniversary

Event on May 5<sup>th</sup> – actual anniversary date.

The CAO advised that the Director of Corporate Services had suggested having a cake and coffee event at the Municipal Hall on the anniversary date. Council, by consensus, approved the idea and requested it be organized by District Staff. It was suggested photo albums be displayed and that Maureen Valentine be contacted to provide a cake.

District float in parade

The CAO advised that Sean Mercer, Manager of Operations and Community Services would work with the Recreation and other municipal departments regarding entering a float in the parade and will report to the Filomi Days Committee.

Mayor to Open Filomi Days

Mayor Bood advised he would be pleased to open Filomi Days on the main stage following the parade

Other items discussed included:

- recognition dinner
- brochure / pamphlet with history of community and use of District resources for copying
- Filomi Days coins
- request use of tourism virtual reality tour equipment
- adult dance: should go ahead but no group has yet signed on to organize it. Possible bands were discussed.

Budget

The CAO advised that \$15,000 has been allocated in the District budget for 2016 Filomi Days. This amount is what the Filomi Days Committee has to work with. In storage there is \$9,500 worth of fireworks purchased in 2015 and not used due to high fire hazard conditions. The CAO advised that large ticket items can be invoiced directly to the District and that procedures for payment for smaller items can be arranged with Adrian Maas, Director of Financial Services.

The Committee was advised that there is \$2,000 in the District of Port Hardy budget for the 50<sup>th</sup> anniversary and it was agreed that costs for the cake/coffee event will come from this budget.

#### **D. STAFF REPORTS**

No staff reports.

#### **E. NEW BUSINESS**

No new business

#### **F. ADJOURNMENT**

**Moved**

THAT the Committee of the Whole adjourns.

Time: 6:20pm

COW 2016-010  
ADJOURNMENT

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

\_\_\_\_\_  
MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY  
REGULAR COUNCIL MEETING  
APRIL 12, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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

**ALSO PRESENT:** Allison McCarrick, Chief Administrative Officer; Adrian Maas, Director of Financial Services; Abbas Farahbakhsh, Director of Operational Services; Leslie Driemel, Recording Secretary

**REGRETS:** Heather Nelson-Smith, Director of Corporate Services

**MEDIA:** North Island Gazette      **MEMBERS OF THE PUBLIC:** None

**A. CALL TO ORDER**

Mayor Bood called the meeting to order at 7:00pm. He acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the Regular Council meeting of April 12, 2016 be accepted as presented.

**C. ADOPTION OF MINUTES**

1. Minutes of the Special Council meeting held March 22, 2016.

**Moved/Seconded/Carried**

THAT the minutes of the Special Council meeting held March 22, 2016 be accepted as presented.

2. Minutes of the Regular Council meeting held March 22, 2016.

**Moved/Seconded/Carried**

THAT the minutes of the Regular Council Meeting held March 22, 2016 be accepted as presented.

**D. DELEGATIONS**

No delegations.

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

1. Council action items were received for information.

**F. CORRESPONDENCE**

1. British Columbia News – News Release (March 31/16) re: \$75-million BC Rural Dividend was received for information.

2016-062  
AGENDA  
ACCEPTED AS  
PRESENTED

2016-063  
SPECIAL COUNCIL  
MINUTES MARCH  
22/16 ACCEPTED

2016-064  
REGULAR COUNCIL  
MEETING MINUTES  
MARCH 22/16  
ACCEPTED

Mayor Bood advised Council there are program restrictions and a May 31, 2016 due date for application to the BC Rural Dividend program. Staff will look at application categories and possible partners to work with in order to develop an application and meet the application deadline of May 31, 2016.

### G. NEW BUSINESS

No New Business

### 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.

### I. COMMITTEE REPORTS

OPERATIONAL  
SERVICES DRAFT  
MINUTES MARCH  
17 2016

1. Draft minutes of the Operational Services Committee meeting held March 17, 2016 was received for information.

The Operational Services Committee recommends to Council:

*THAT the Water Conservation Bylaw be taken to the next Council meeting April 12, 2016 with the following changes:*

- *Inclusion of industrial uses in the definition of appliances.*
- *Commercial wording be updated as follows: 'commercial operations requiring the use of water in order to further business.'*
- *The inclusion of stage 4 emergency measure.*

Mayor Bood advised that the proposed water conservation bylaw will be discussed by Council as an agenda item under Bylaws.

The Operational Services Committee recommends to Council:

*THAT that the low pressure sewage pump rental agreement be approved as drafted.*

**Councillor Robertson cited a possible conflict of interest and left the Council meeting. Time: 7:17 pm**

Mayor Bood commented that Council requires more information on the low pressure sewage pump rental agreement.

2016-065  
DISCUSSION  
POSTPONED ON  
LOW PRESSURE  
SEWAGE PUMP  
RENTAL  
AGREEMENT

#### **Moved/Seconded/Carried**

**THAT Council postpone discussion on the low pressure sewage pump rental agreement.**

Council directed Staff to bring forward to Council a more in depth report on low pressure sewage pumps / rental agreement.

**Councillor Robertson rejoined the meeting Time: 7:20 pm**

The Operational Services Committee recommends to Council:

*THAT Council change the Filomi Days Parade, removing the route from Rupert and Grey Street and replacing the route to straight down Granville Street for the safety of staff, the event organizers and participants.*

Staff Report – H. Nelson-Smith, Director of Corporate Services re: Parade Route Review, was received as information.



2016-066  
PARADE ROUTE  
CHANGE

**Moved/Seconded/Carried**

THAT Council change the Filomi Days Parade, removing the route from Rupert and Grey Street and replacing the route to straight down Granville Street for the safety of staff, the event organizers and participants.

2. Draft Minutes of the Parks & Recreation Review Committee meeting held March 18, 2016 was received for information.

**J. STAFF REPORTS**

1. Accounts Payable March 2016 was received for information.
2. Abbas Farahbakhsh, Director of Operational Services (Apr.6/16) re: Purchase of used van to replace existing utility cube van.

2016-067  
PURCHASE OF  
USED CUBE VAN

**Moved/Seconded/Carried**

THAT Council approves the purchase of a replacement van with the price range from \$10,000 to \$20,000 AND FURTHER THAT this purchase be financed through the Municipal Finance Authority.

**K. CURRENT BYLAWS AND RESOLUTIONS**

1. District of Port Hardy Bylaw 1047-2016, A Bylaw to Adopt the Annual Five-Year Financial Plan for the period 2016 – 2020. For Adoption.

2016-068  
BYL 1047-2016  
FINANCIAL PLAN  
2016-2020  
ADOPTED

**Moved/Seconded/Carried**

THAT District of Port Hardy Bylaw 1047-2016, A Bylaw to Adopt the Annual Five-Year Financial Plan for the period 2016 – 2020 be adopted.

2. District of Port Hardy Bylaw 1049-2016, A Bylaw to Amend District of Port Hardy Bylaw 1044-2015 User Rates and Fees for 2016. For Adoption

2016-069  
BYL 1049-2016 TO  
AMEND BL 1044-  
2016 ADOPTED

**Moved/Seconded/Carried**

THAT District of Port Hardy Bylaw 1049-2016, A Bylaw to Amend District of Port Hardy Bylaw 1044-2015 User Rates and Fees for 2016 be adopted.

3. A. Maas, Director of Financial Services (Apr 5.16) re: Bylaw No 1048-2016 a Bylaw to set the 2016 Annual Tax Rates was received for Information.

2016-070  
BYL 1048-2016 FOR  
ANNUAL TAX RATE  
2016 1<sup>st</sup>, 2<sup>nd</sup> 3<sup>rd</sup>  
READING

**Moved/Seconded/Carried**

THAT District of Port Hardy Bylaw No 1048-2016, a Bylaw to set the 2016 Annual Tax Rates, receive First, Second and Third Reading.

4. H. Nelson-Smith, Director of Corporate Services (Apr.6/16) re: Water Conservation Bylaw was received as information.

2016-071  
BYL 1050-2016  
WATER  
CONSERVATION 1<sup>ST</sup>  
2<sup>ND</sup>, 3<sup>RD</sup> READING

**Moved/Seconded/Carried**

THAT District of Port Hardy Bylaw 1050-2016, A Bylaw to Regulate Conservation of Water receive First, Second and Third Readings.

**L. PENDING BYLAWS**

No pending bylaws

**M. INFORMATION AND ANNOUNCEMENTS**

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

**N. NOTICE OF IN CAMERA MEETING**

No In Camera meeting scheduled at this time.

**O. ADJOURNMENT**

2016-072  
ADJOURNMENT

**Moved**  
THAT the meeting be adjourned.

Time: 7:28

CORRECT

APPROVED

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

\_\_\_\_\_  
MAYOR

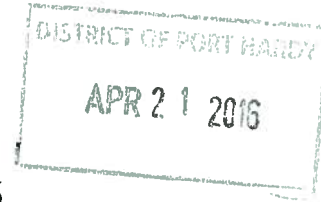


# Port Hardy Fire Rescue

8890 Central Street  
PO Box 68  
Port Hardy, BC  
V0N 2P0  
Cell 250-230-0705 Fax 250-949-6572  
porthardyfire@hotmail.com



April 26, 2016



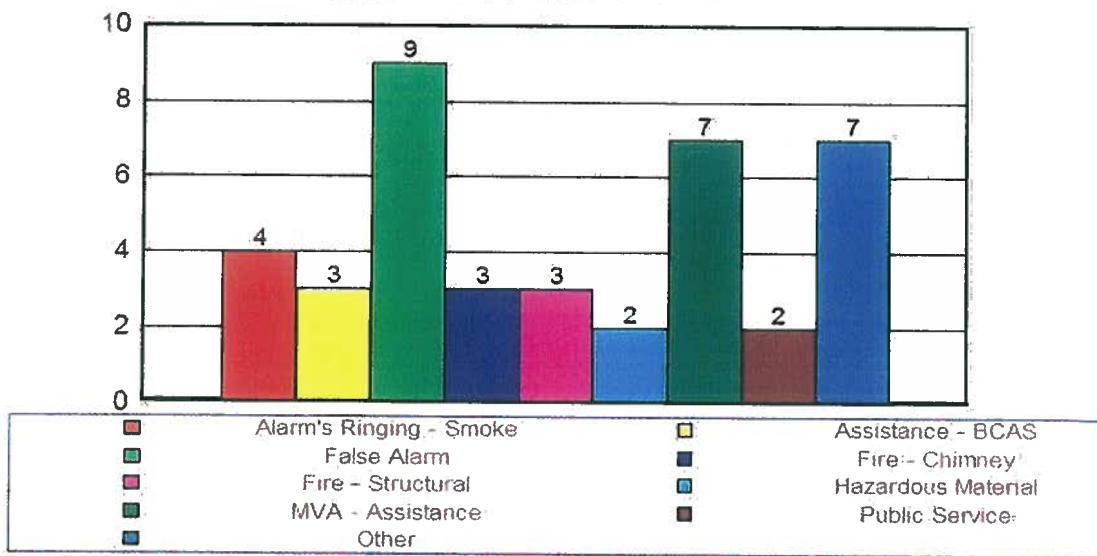
Good evening Mayor Bood and Council,

This is Port Hardy Fire Rescue 1<sup>st</sup> quarterly report for 2016.

## Calls

This quarter we had a total of 40 calls. This was 9% higher call volume than last years 1<sup>st</sup> quarter.

**Totals by Type**  
From Jan 1 16 to Mar 31 16



## Training

There were 13 scheduled practices this quarter. A few things that were done during our scheduled practices were; Electrical Safety Awareness from BC Hydro (Tom Walker) and Confined Space Awareness by Aaron Frost. We had Lieutenant Jay Everett from Comox Fire come in and do a class on the Thermo Imaging Camera(TIC) and a review on how to use our Gas Detection Equipment. We did live fire practice at Boris Auto.

Some out of town training; Chief Nickerson attended "Fire Up Your Leadership" by Ret. Chief Les Karpluk in Errington. Firefighter John Tidbury attended Oyster River Fire and completed his Incident Safety Officer Certification. 4 Members went to Port McNeill to do a full day of Multi Casualties Incident training hosted again by BCEHS.

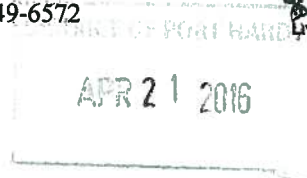
We had 3 members complete their Incident Command System(ICS) 100 online.



## Port Hardy Fire Rescue

8890 Central Street  
PO Box 68  
Port Hardy, BC  
V0N 2P0

Cell 250-230-0705 Fax 250-949-6572  
[porthardyfire@hotmail.com](mailto:porthardyfire@hotmail.com)



### *Membership*

Membership is down to 28 members. We had 3 members leave the department. Would like to say thanks to Lieutenant Al Mose and Lieutenant Gavin Texmo for their service. They both were great leaders and well respected with their training ethics.

We have promoted 3 new Firefighters to Lieutenants Officers; Lt. Kurtis Holm, Lt. Justin Reusch and Lt. Corrie Hollands.

### *Community Involvement*

We helped send off the Wounded Warriors on their run for PTSD.

### *Closing*

We would like to acknowledge the Port Hardy Coast Guard for their Donations of 8 Pails of AFFF Foam, a Spine Board and Clamshell. We have donated the spine board and clamshell to Quatsino Fire Brigade.

North Island 911 announced that they are going ahead with a repeater system on Mount Bing on behalf of the RDMW. This will service the new instated Quatsino Fire Brigade, Port Alice Fire, Holberg Fire and Coal Harbour Fire. This is great news for the North Island Departments with greater communications beyond their town limits.

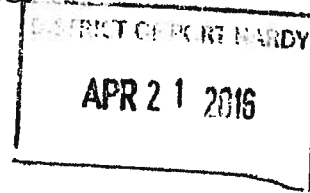
Call Hours	453
Training Hours	624
Meetings Hours	231
General Hours	643
Officer Duty Weekend Hours	731
 Total Member Hours	 <u>2682</u>

Fire Chief  
Schell Nickerson



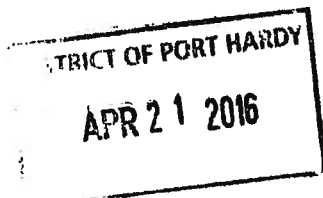
**Port Hardy Fire Rescue**  
 Fire Chief :Schell Nickerson  
 Box 68, 8890 Central Street Port Hardy BC  
 Port Hardy BC V0N 2P0  
 PH : 250-230-0705 FAX : 250-949-6572  
 Email :porthardyfire@hotmail.com

Date  
 Apr 11 16



**Incident Summary**  
**From Jan 1 16 to Mar 31 16**

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
<b>Officer Members/Page</b>					
Jan 7 16	19:29:42 3675 Byng Road, Port Hardy (Beach) Airport Terminal	90	19		
16-005	<b>Hazardous Material</b>				
Jan 13 16	15:29:13 7100 Highview Road, Suite 35, Port Hardy (Town)	60	7		
16-015	<b>Fire - Campfire / Backyard Burn</b>				
Feb 7 16	14:08:00 7235 Highland Drive Highland Manor	60	8		
16-019	<b>Investigation (no fire)</b>				
Feb 21 16	11:50:00 6710 Bear Cove Highway, Bear Cove Highway	60	2		
16-025	<b>Investigation (fire)</b>				
Feb 24 16	16:41:47 8000 B Goodspeed Road Tri-Port Marine	60	5		
16-026	<b>Fire - Dumpster</b>				
Mar 7 16	13:13:00 7235 Highland Drive, Port Hardy (Town) Highland Manor	60	2		
16-035	<b>Public Service</b>				
Mar 25 16	04:58:47 7077 Highland Drive Unit 23	60	2		
16-037	<b>Public Service</b>				
7 incidents for Officer Members/Page		7 hrs 30 mins	45		

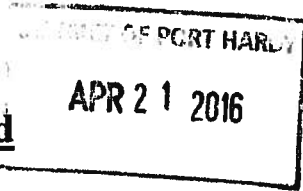


# Port Hardy Fire Rescue

## Incident Summary Continued From Jan 1 16 to Mar 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
<b>General Members/Page</b>					
Jan 2 16	11:45:52 7110 Market Street Museum (Floor Level)	60	13		
16-001	<b>False Alarm</b>				
Jan 2 16	17:53:23 1 KM South of Trustee Road on Douglas Street	97	16		
16-002	<b>MVA - Assistance</b>				
Jan 6 16	04:20:52 7235 Highland Drive Highland Manor	73	9		
16-003	<b>Alarm's Ringing - Smoke</b>				
Jan 6 16	07:15:31 9200 Granville Street B Block Town Park Apt.	60	12		
16-004	<b>Alarm's Ringing - Smoke</b>				
Jan 9 16	22:10:26 314 Tsulquate Reserve	155	15		
16-006	<b>Fire - Structural</b>				
Jan 13 16	08:21:42 Highway 19 / Douglas Street (Bear Cove Highway)	60	10		
16-007	<b>MVA - Assistance</b>				
Jan 17 16	18:24:32 5940 Beaver Harbour Road	60	16		
16-008	<b>Fire - Structural</b>				
Jan 20 16	13:12:34 7110 Market Street District Library	62	10		
16-009	<b>False Alarm</b>				
Jan 20 16	18:06:02 207 Tsulquate Reserve	60	11		
16-010	<b>Fire - Chimney</b>				
Jan 20 16	19:57:58 Douglas Street and Coal Harbour Intersection	127	13		
16-011	<b>MVA - Assistance</b>				
Jan 22 16	16:36:28 7340 Highland Drive Creekside Apartments Unit 307	60	6		
16-012	<b>Assistance - BCAS</b>				
Jan 22 16	22:38:11 6435 Hardy Bay Road Glen Lyon Inn	60	14		
16-013	<b>Alarm's Ringing - Smoke</b>				
Jan 23 16	08:42:06 1 KM on the Coal Harbour Road from Douglas Street	80	11		
16-014	<b>MVA - Assistance</b>				
Jan 24 16	21:16:29 8810 Douglas Street	60	12		
16-016	<b>Fire - Chimney</b>				
Jan 25 16	08:47:01 154 Tsulquate Reserve	60	7		
16-017	<b>False Alarm</b>				
Jan 30 16	17:45:36 8755 Central Street Unit 3	120	12		
16-018	<b>Fire - Structural</b>				

# Port Hardy Fire Rescue



## Incident Summary Continued

From Jan 1 16 to Mar 31 16

Date/No.	Address/Type	Minutes	Responders	Injuries	Fatalities
Feb 8 16	22:58:48 7100 Highview Road #46 HVTP	60	7		
16-020	<b>Assistance - BCAS</b>				
Feb 14 16	08:26:30 HWY 19 near marker 385	60	7		
16-021	<b>MVA - Assistance</b>				
Feb 14 16	09:36:04 HWY 19 near marker 385	60	9		
16-022	<b>MVA - Assistance</b>				
Feb 19 16	08:34:45 9120 Granville Street Port Hardy Hospital	60	8		
16-023	<b>False Alarm</b>				
Feb 21 16	10:16:31 8890 Central Street, Port Hardy (Town) Fire Hall #1	60	8		
16-024	<b>False Alarm</b>				
Feb 25 16	12:00:28 Along Byng Road	60	8		
16-027	<b>Hazardous Material</b>				
Feb 26 16	07:13:47 HWY 19 near Marker 390	91	10		
16-028	<b>MVA - Assistance</b>				
Mar 1 16	11:09:02 9120 Granville Street Port Hardy Hospital	60	8		
16-029	<b>False Alarm</b>				
Mar 4 16	09:21:06 3675 Byng Road Airport	60	12		
16-030	<b>Assistance - BC Hydro</b>				
Mar 12 16	00:10:56 7340 Park Drive Creekside Apartments	60	10		
16-031	<b>False Alarm</b>				
Mar 15 16	06:09:54 7450 Rupert Street Harbour View Apartments	60	4		
16-032	<b>Rescue</b>				
Mar 15 16	08:55:47 7235 Highland Drive Highland Manor	60	9		
16-033	<b>False Alarm</b>				
Mar 15 16	11:06:14 8955 Seaview Drive	60	7		
16-034	<b>Alarm's Ringing - Smoke</b>				
Mar 23 16	15:11:00 8950 Granville St Thunderbird Mall	60	6		
16-036	<b>False Alarm</b>				
Mar 28 16	20:43:27 7100 Highview Road 89 HVTP	60	12		
16-038	<b>Fire - Chimney</b>				
Mar 30 16	22:19:18 Granville Street & Highview Road	60	9		
16-039	<b>MVI (single)</b>				
Mar 31 16	01:03:43 7355 Columbia Street RCMP Station	60	7		

# Port Hardy Fire Rescue

DISTRICT OF PORT HARDY

APR 21 2016

## Incident Summary Continued From Jan 1 16 to Mar 31 16

<b>Date/No.</b>	<b>Address/Type</b>	<b>Minutes</b>	<b>Responders</b>	<b>Injuries</b>	<b>Fatalities</b>
16-040	Assistance - BCAS				
33 incidents for General Members/Page		38 hrs 25 mins	328		
		45 hrs 55 mins	373		





## **SALMON FARMING IN B.C. FAST FACTS**

### **Building Coastal Communities:**

- The BCSFA represents 41 members, including producers and supporting businesses that provide services and supplies.
- BCSFA members operate an estimated 106 of the 109 licensed and tenured finfish aquaculture facilities across the coastal regions of B.C., with 60-70 operating and all others resting at any given time.
- Salmon farming in B.C. accounts for 89% of total provincial aquaculture production.
- 58% of salmon raised in Canada are grown in B.C.

### **Environmental Sustainability:**

- Antibiotic use by B.C. salmon farmers has decreased 7-fold in the past decade, currently at approximately 50 grams of antibiotic prescribed per tonne of production. Medicine is used only with the prescription of a veterinarian to treat fish with existing health issues.
- Salmon feeds used in B.C. contain less than 18% marine-based products (fishmeal and oil). Feed producers have made noticeable changes to the composition of oils and proteins used in their feeds, replacing marine oil and protein sources with plant and animal sources.
- Salmon are the most efficient eaters of any farm-raised animal, taking on average 1.3kg of feed to increase the animal's weight by 1kg, and the industry is working towards a standard of 0.5:1.
- Studies have shown that sea lice management in B.C. is effective and, with the continuation of existing operational procedures, sea lice are not a population concern for wild salmon.
- Salmon on fish farms are healthy, and there is a high survival rate on B.C.'s farms. In 2014, B.C. farming companies raising Atlantic salmon reported an average 93.6% survival of stock. This is achieved through regular monitoring, sampling and testing by internal, government and independent third-party labs for any virus or disease of concern.
- In 2014, the BCSFA committed \$1.5 million in research funding between 2015 and 2020, creating the Marine Environmental Research Program (MERP).
  - To guide the MERP's competitive funding process, a third party Science Advisory Council was appointed to manage and make program-funding decisions.
  - To date, the Science Advisory Council has funded 7 projects and committed \$417,108 over a range of one-year and multi-year projects.
  - These funds are dedicated to building research partnerships with government, academic and independent research institutions, in an effort to gain a better understanding of the marine environment and BC's wild salmon stocks.

### **Social Sustainability – Employment, First Nations Partnerships, and Community Engagement/Outreach:**

- Salmon farming generates about 5,000 jobs in B.C. (4,997 total: 2,362 direct, 1,926 indirect, 689 induced) across 6 coastal regions in the province: North, South, East and West Vancouver Island, and the Lower Mainland and Central Coast.

- Salmon farmers and supporting businesses are typically located in rural coastal areas where unemployment has traditionally been higher than the provincial average – especially North Vancouver Island, which is amongst B.C.'s highest rates.
- 78% of the salmon raised in B.C. is done so in partnership with First Nations.
- B.C. salmon farmers have 19 social and economic partnerships with coastal First Nations – and are working towards many more.
- About 30% of the total direct employment of B.C.'s four largest salmon farming companies is First Nations.
- BCSFA members have strong ties to their local operating communities contributing over \$600,000 and 15,000 pounds of fresh salmon to community organizations and causes in 2013.
- B.C. salmon farmers have invested in skills training and engaged in partnerships with academic and skills training institutions such as Vancouver Island University, North Island College, and Excel Career College.

### Social Sustainability – Third Party Certifications

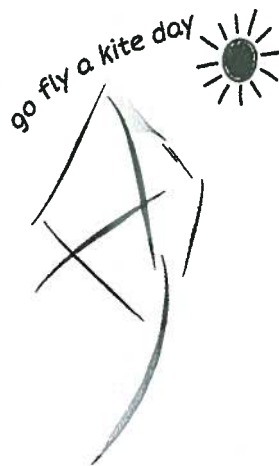
- All salmon farms in B.C. have at least one third-party certification.
- B.C. salmon farmers are amongst world leaders in adopting the Aquaculture Stewardship Council (ASC) certification and now have **five ASC certified farms in B.C.** This stringent standard was developed by the WWF and has only been granted to about 5% of the world's salmon farms.
- 100% of Atlantic salmon grown in B.C. are certified by the Global Aquaculture Association's Best Aquaculture Practices (BAP) program.
- B.C. is home to North America's only Certified Organic Chinook salmon.
- All Aquafeed companies have multiple third party certifications

### Economic Sustainability:

- The total average landed value of B.C. farm-raised salmon from 2012 – 2014 is \$426 million, making it B.C.'s highest valued seafood product and the second highest valued agricultural product behind Dairy. It is also B.C.'s #1 agricultural export.
- The total economic impact of salmon farming has increased about 40% over the last five years (2008 – 2013) from an estimated \$800-million to \$1.144-billion.
- Salmon farming creates stable, year round jobs in coastal communities, paying 30% higher than the median employment income in B.C.
- Members of the BCSFA produce an average of 75,000 tonnes per year. This represents only 3% of the global salmon production (2.4 million tonnes).
- B.C. farm-raised salmon accounts for 30% of all B.C. seafood exports, and 60% of all seafood exports to the U.S – by far B.C.'s largest seafood market.
- 70% of B.C. farm-raised salmon is exported and 30% is sold domestically.
  - About 85% of all exports are destined for the United States with 15% destined for Asia.
- In 2015, exports to the United States hit record numbers and demand for B.C. farm-raised salmon in China more than doubled from the previous record.

ITEM	ACTION COUNCIL MEETING April 12 2016	WHO	STATUS /COMMENTS
1. \$75-million BC Rural Dividend grant program	Was received for information. Staff will look at application categories and possible partners to work with in order to develop an application and meet the application deadline of May 31, 2016.	AMc	April 26 Committee of the Whole Agenda Item
Draft minutes of the Operational Services Committee meeting held Mar 17/16. Recommendations to Council: THAT that the low pressure sewage pump rental agreement be approved as drafted.  THAT Council change the Filomi Days Parade, removing the route from Rupert and Grey Street and replacing the route to straight down Granville Street for the safety of staff, the event organizers and participants	2. THAT Council postpone discussion on the low pressure sewage pump rental agreement.  THAT Council change the Filomi Days Parade, removing the route from Rupert and Grey Street and replacing the route to straight down Granville Street for the safety of staff, the event organizers and participants. - advise event organizers	AMc  HN-S	April 26 Committee of the Whole Agenda Item  Done
2. Abbas Farahbakhsh, Director of Operational Services (Apr.6/16) re: Purchase of used van to replace existing utility cube van.	Approved, with the price range from \$10,000 to \$20,000 AND FURTHER THAT this purchase be financed through the Municipal Finance Authority - purchase a van -arrange financing through MFA	AF AM	Van located arrangements proceeding
ITEM	ACTION COUNCIL MEETING MARCH 22 2016	WHO	STATUS /COMMENTS
Minutes of the First Nations Relations Committee Mar 8/16 Recommendations:  2. Write letter to local FN Bands re Council delegation	Approved: THAT Council write each local First Nations Band Council and request that a delegation from Port Hardy Council be invited to be included on an upcoming Band Council agenda to discuss the multiplex project and other initiatives of common interest. -write letter as directed	HN-S	
ITEM	ACTION COUNCIL MEETING FEBRUARY 23,2016	WHO	STATUS /COMMENTS
Heather Nelson-Smith, Director of Corporate Services (Feb.5/16) re: Hazardous Condition Property, 8775 Granville Street Port Hardy	Approved: as recommended -Proceed as directed.	HN-S	In progress
ITEM	ACTION COUNCIL MEETING NOVEMBER 24, 2015	WHO	STATUS /COMMENTS
The First Nations Relations Committee draft minutes of Nov 10/15 Recommendation: <i>for three days of First Nation cultural education and training workshops AND THAT the Director of Corporate Services be directed to research grant funding sources to offset the workshop costs.</i>	Approved as recommended: -arrange contract for 2016 -research grant funding sources -Funding arrangement to budget for 2016	HN-S HN-S	Waiting for final approval for \$5,000 budget total. Contract agreed to by Kathi Calimeri.

Operational Services Committee First Nations Relations Committee draft minutes of Nov 19/15: Recommendation: <i>"That Council proceed with the recommendations from the Broken Window report"</i>	Approved as recommended: - Jan 12/16 Letters have been sent to property owners regarding their properties - no replies have been received back - next step staff to bring back a report for Council regarding authorizing remedial action and the cost of such action being charged back to the property owner's tax account. - Staff report to come to future Council meeting.	HN-S / Mun Insp	Will be done with new municipal inspector
<b>ITEM</b>	<b>ACTION COUNCIL MEETING – NOVEMBER 24, 2015</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
Parks & Recreation Review Committee meeting of November 19, 2015 – Recommendation <i>"That Council directs staff to investigate updating of the of the skateboard park facility."</i>	Approved as recommended: THAT Council directs staff to investigate updating of the of the skateboard park facility.	HN-S	MIA BC will review skateboard park facility. <i>Awaiting Report</i>
<b>ITEM</b>	<b>ACTION COUNCIL MEETING OCTOBER 13, 2015</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
Kains Lake	Approved as recommended: 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.	AMc /SM/JJ	In progress
<b>ITEM</b>	<b>ACTION COUNCIL MEETING JULY 14, 2015</b>	<b>WHO</b>	<b>STATUS /COMMENTS</b>
Parks & Rec Review Committee June 16/15. The Committee recommends to Council: 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	Approved as recommended:	SM	Underway, awaiting Hydro truck



**250-949-3030**

**P.O.BOX 2055  
PORT HARDY BC  
V0N 2P0**

**GO FLY A KITE DAY IS ON JUNE 18, 2016**

**LETTER OF REQUEST: To City Hall**

**Another year has come and gone & we had great fun at our Annual Go Fly A Kite Day. Last year we had 78 children join in on the fun. Our mission is to get kids outside enjoying Arts & Crafts and assembling their own kites to fly . And even perhaps make a Fathers Day card for Dad. Not only are we celebrating Fathers Day but also the 50<sup>th</sup> Anniversary of the Incorporation of Port Hardy as a town. I plan on having a drawing contest for the kids, and we would display the winning picture in the newspaper, and also at Canada Day & FILOMI Days. I am requesting permission to once again have the use of Carrot Park. From 12-4pm. Should you feel the urge to donate day pool passes that would be awesome. We expect alot more children this year. Please respond by May 15 to give us time to organize the prizes. Thank you for your consideration.**

**Sincerely ,**

**Candy Nomeland**



**Port Hardy**  
**BRITISH COLUMBIA**

**LIVE THE ADVENTURE**

## Visitor Information Centre 2015 Report



**LIVE THE ADVENTURE**

**#visitporthardy**

**[www.VisitPortHardy.com](http://www.VisitPortHardy.com)**<sup>1</sup>

# VIC SUMMARY REPORT 2015

Port Hardy's Visitor Information Centre (PHVIC) has a 4 year strategic plan in place. The steps and decisions the PHVIC makes in both daily operations and long term planning are made in accordance with the objectives as defined in the 4 year plan.

## **OBJECTIVES**

The 4-Year Strategic Plan for the Port Hardy Visitor Information Centre (PHVIC) was developed to work with organized industry partners, community groups, and stakeholders to enhance the level of visitor engagement in Port Hardy, maximize the length of visitor stays, capitalize on visitor expenditures and enhance the global perception of our town and its resources.

The plan is not based on new, high-risk or high-cost ideas; rather it is built using the guidelines and community support tools available to us for the development of our local tourism industry from the RD, Tourism Port Hardy and VINTA. There are measured, accessible steps already defined by organizations such as the Canadian Tourism Commission, Destination BC, Aboriginal Tourism BC, Destination Marketing Accreditation International and more, for communities such as Port Hardy to engage in tourism and hospitality market development.

Port Hardy Visitor Centre has restructured in recent years, leveraging the power of partnership with the Port Hardy Chamber of Commerce to support, streamline and improve the level of visitor services available in the District of Port Hardy, allowing both organizations to positively impact tourism economic growth over both the short and long term.

## **2015 FACILITY UPGRADE**

In the spring of 2015 the PHVIC continued moving forward with improvements to the interior of the Visitor Information Centre. This is a 4 year plan to gradually increase the operational, aesthetic and visual values of the facility to better reflect our community's tourism product. We received additional financial support from the District of Port Hardy; the Port Hardy Chamber of Commerce and Visitor Centre had made plans for the improvement, and matched the additional contributed funds. Improvements included:

- The addition of a food-safe food preparation area
- Building of slat wall for improved information and racking display
- Improved retail area and display
- A designated lounge area for travelers
- Improved storage for Visitor Centre materials and stock

Updates to the exterior of the building stalled and will be completed in the spring of 2016.

# VIC SUMMARY REPORT 2015

## **COMMUNITY ENGAGEMENT**

Recognizing the value that community events bring to the travel, tourism and hospitality sector, the Visitor Information Centre continues to support these initiatives while still managing our primary mandate of one-on-one visitor servicing and the distribution of information. In 2015 we played a vital administrative role in planning and facilitating:

- Oceans Day
- Van Isle 360 Sailing Race
- Canada Day
- Aboriginal Days
- Filomi Days
- Pumpkin Patch Walk

In addition to the above events, we have effectively engaged the community to make use of the facility, making it available for other events that are organized by community volunteers; Santa Claus Parade, Wounded Warrior Run, Cops for Cancer, 4Paws Fundraising, Go Fly a Kite etc. The PHVIC is continuing to work towards a stabilized community event planning structure in partnership with the District and understanding ways in which we can add value to the seasonal jobs available and promote meaningful workforce development.

## **MEDIA & INFORMATION TECHNOLOGY**

The Port Hardy Visitor Centre remains committed in its working partnership with Tourism Port Hardy and varying stakeholders within the community. We continue to work with Tourism Port Hardy ensuring our messaging and marketing is streamlined, reducing redundancies and minimizing expenses. We began building the web platform [www.visitporthardy.com](http://www.visitporthardy.com) in 2014, and through 2015 worked towards creating a tight online resource with strong calls to action; 2016 we will continue to build on this and look forward to continued improvements on the website.

Social Media Campaigns have been drafted and our online presence continues to grow. Further implementation of media and effective online marketing programs developed by the PHVIC will be followed through in the coming year.

## **INNOVATION**

- Website & Social Media Engagement
- Mobile Visitor Servicing
- Planning for increased presence at points of entry
- Focusing on further support for Experiential Tourism Products, Cultural Tourism and Green Tourism Initiatives in our community



# VIC SUMMARY REPORT 2015

## **PLANNING**

Our operational plan is in place to ensure the goals of the 4 year strategic plan are being met. This past year we made headway on the following;

- Developing partnerships with First Nations communities to have meaningful participation in events and employment within the centre. We have successfully partnered two years in a row with Quatsino First Nations to employ youth.
- Engagement with the BC Jobs Plan program to understand and benefit from the commitment of the Government of BC's new BC Jobs Plan initiatives in relation to tourism.
- Community relations – bridging the information gap, providing timely input and information to all stakeholders about the benefits and contributions of each sector in our community, driving home the message that we are all in tourism.
- Staff retention; Retaining in-house staff that have the capacity to achieve high level goals through enhanced organizational development and training opportunities. This is ongoing as we try and stabilize funding to support a full operational position for the PHVIC.
- Provided new mapping and resources that control the flow of our tourism traffic and support the development of signature experiences locally.

## **STAFFING**

We were successful in our Summer Student Jobs funding, which provided the centre with two post-secondary students. We had one student from the Quatsino First Nations Youth Employment program and were able to make use of an Internship program through Volunteer Comox Valley. Without these successful grants being awarded, maintaining our extended hours and full 7 day a week services would have presented operational challenges. We hope we are as successful in our 2016 applications for wage grants.

In order for the Visitor Centre to be effective locally, regionally and Provincially having someone oversee operations, planning, marketing and distribution of materials on a full time bases is required. We are a hub for the community as much as we are an information centre for those visiting, and those who are new to the area. We continue to apply for wage subsidies, and identify revenue streams which can support this position in order to run the facility to it's full extent.

# VIC SUMMARY REPORT 2015

## VISITATION AND STATS

Under the direction of Destination BC and the Visitor Centre Network the Port Hardy Visitor Centre (PHVIC) collects stats, on visitor origins, lengths of stay in the community and the activities in which they partake. The value of these reports are part of on-going research to examine how travellers use VICs and how they travel throughout the Province. The use of the Port Hardy Visitor Centre provides our community with an opportunity to influence the activities and satisfaction of travellers before they reach our community and once they arrive, thus increasing the length of stay and the probability of a return visit to the community. Our reporting assists in measuring the impacts that Visitor Information Centres have on traveller behaviour; determining the economic benefit of having a Visitor Information Centre.

2015 proved to be a year of overall growth for Tourism on Vancouver Island. Port Hardy in particular saw an increase in visitation, after a decrease in 2014. The Port Hardy Visitor Centre assisted a total of 15,938 individuals, a 25% increase from the year before. Ferry ridership from Port Hardy to Prince Rupert saw little growth with only 1.4% increase.

While the summer months prove to be where visitation and party numbers show the greatest increase in visitation, it is the shoulder season which has most notably picked up, visitation increasing by 13.1% in 2015; offering the greatest opportunities for growth in tourism locally. Relative to other regions, the North Island is gaining popularity as a destination for daytrips and getaways in the spring, which presents an opportunity to increase the number of trips taken and/or the duration of visits during this season.

Port Hardy continues to be able to capitalize on affordability; Hiking, commuter trails, Provincial Park access, coastal surfing, camping, these are being highlighted as free or inexpensive activities that offer the traveller the opportunity to explore and adventure without excessive fees. Due to the nature of these trips, multi-day trips and extended stays within Port Hardy are on the up. In 2015 stays extending more than 1 night in the off season increased by 6.4%. Despite these positives Port Hardy lacks services that enable the traveller to spend their time entirely in Port Hardy, the following are key challenges that visitors face.

Service deficiencies ;

- Lack of market ready businesses offering local excursions
- Transportation options that allow the traveller to see multiple points in a single day
- Lack of interpretive signage, history and cultural information throughout the community
- Recreational rentals, ie. Kayaks, fishing gear, paddle boards, bikes etc.

## **DESTINATION BC—REMARKABLE EXPERIENCE'S MOVING FORWARD**

Having identified gaps in service we know that as a community and Information Centre that we have to appeal to target markets with experiences relevant to their interests, this a critical part of our PHVIC #visitporthardy campaign. Tourism products and packages that are focused on visitors interests, passions and built to connect visitors with local people who share those passions will help with the success of our tourism brand. We look to increase the human and social interactions of the #visitporthardy experience.

Customer participation (in varying degrees) and the connection to the environment (from minimal to immersion) are the two key factors of the experience of tourism. In looking for experiences and packages to promote through our campaign, PHVIC seeks to focus on experiences that blend entertainment, education, landscape, esthetics and escapism into another world. The Canadian Tourism Commission suggests looking for the following principals for "experiential tourism providers:"

Themed the experiences:

- Steps taken to promote positive experiences
- Steps taken to eliminate negative experiences
- Ensure that pre-departure trip planning and post-trip follow-up become a part of the visitor counseling process
- Draw people into local nature, culture and history
- Ensure the experience is personal and unique to each visitor
- Create authentic opportunities that allow for personal growth
- Create authentic, participatory experiences that share knowledge
- Share traditional ways of life

The Port Hardy Chamber of Commerce, in conjunction with the PHVIC and Tourism Port Hardy continue to collaborate with tourism businesses to encourage them to transform their already fantastic traditional tourism businesses into businesses that are market ready for the "experiential" tourism experiences that the travel market is looking for. This will come by way of round-table discussions, workshops and seminars provided for business owners and front-line staff. Building effective partnerships and working collectively is the key to closing the gaps in services available locally, moving forward the PHVIC will continue to facilitate outreach and engagement with key stakeholders.

## **REGONIZING VALUE AND INVESTMENT**

Currently the Port Hardy Visitor Information Centre receives funding from the District of Port Hardy and Destination BC. We are the largest Visitor Centre North of Campbell River and handle the majority of inquiries and travel requests for the North Island. We served more than 15,000 people last year; that number reflects walk in numbers to the facility, that number does not reflect the amount of email and direct call inquiries that the facility fields. We are a hub of information for people considering relocating to the North Island and are a constant resource to locals. We work collaboratively with community and regional stakeholders that have a vested interest in tourism flourishing on the North Island. Investment into the Port Hardy Visitor Centre supports tourism services locally, providing a touch stone for stakeholders and is a point of contact for investors, businesses and media outlets. The Visitor Centre provides more than just a service to those visiting, we are a committed organization in the development and economic well being of an industry that continues to outgrow any other sector in BC.

In 2014 Tourism BC provided a snapshot of the Value of Tourism. The numbers were staggering. In 2014 the tourism industry generated \$14.6 billion in revenues, a 5.1% increase from 2013 and a 37.7% increase from 2004. The increase for 2015 is estimated to be around 10%. Tourism employed more than 127,500, paying a total of \$4.3 billion in wages and salaries.

The potential for Port Hardy to evolve into a sought after destination is materializing; continued support and investment into this sector by First Nations, travel trade, regional and municipal entities continues to grow, putting Port Hardy on a path of tourism stability, fostering local business growth. As the Port Hardy Visitor Centre our mission is to continue providing supportive services to community entities, organizations and being a source of information for those looking to visit, relocate and or learn more about our community. We are committed to marketing and promoting the town of Port Hardy for the adventures and unparalleled experiences our community can offer.

## **FINANCAL REVIEW**

The PHVIC continues to allocate and maximize the funds acquired in order to provide stable services to Port Hardy. Please see attached the finances for 2015.

# Visitor Information Centre

(Schedule 1)

Year Ended December 31, 2015

(Unaudited - See Notice To Reader)

	2015	2014
<b>REVENUE</b>		
Grants	\$ 77,961	\$ 77,437
Wage Recovery	4,477	2,700
Commissions	219	1,163
Other income	2,619	2,016
Special Projects VIC--District Contribution	10,000	-
Retail Sales Revenue VIC	13,638	20,368
Cost of Sales	(7,826)	(10,153)
	<u>101,088</u>	<u>93,531</u>
<b>EXPENSES</b>		
Accounting fees	1,853	1,160
Advertising and promotion	6,124	5,331
Amortization	1,476	1,484
Community events	1,618	544
Insurance	1,948	2,026
Interest and bank charges	1,137	1,241
Meetings and conventions	405	769
Office	9,623	4,832
Repairs and maintenance	11,509	1,968
Salaries and wages	59,810	66,705
Telephone	2,096	2,247
Travel	1,951	1,717
Utilities	1,487	1,202
	<u>101,037</u>	<u>91,226</u>
<b>INCOME FROM OPERATIONS</b>		
	<u>\$ 51</u>	<u>\$ 2,305</u>



**MINUTES OF THE  
DISTRICT OF PORT HARDY  
FIRST NATIONS RELATIONS COMMITTEE MEETING  
4:00PM TUESDAY, APRIL 12, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

**Committee Members:** Councillors Jessie Hemphill (Chair) Rick Marcotte and Fred Robertson  
**Staff:** Allison McCarrick, CAO

**A. CALL TO ORDER**

Chair Jessie Hemphill called the meeting to order at 4:02pm. 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**

**Moved/Seconded/Carried**  
THAT the agenda for the First Nations Relations Committee meeting of April 12, 2016 be accepted.

FNRC  
2016-010  
AGENDA  
APRIL 12/16  
ACCEPTED

**C. ADOPTION OF MINUTES**

Minutes of the First Nations Relations Committee meeting held March 8, 2016.

**Moved/Seconded/Carried**  
THAT the minutes of the First Nations Relations Committee meeting held March 8, 2016 be accepted as presented.

FNRC  
2016-011 MINUTES  
OF MARCH 8/16  
ACCEPTED

**D. DELEGATIONS**

No delegations

**E. CORRESPONDENCE**

None in agenda package.

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

1. Review and Update of Action Items

- United Nations Declaration on the Rights of Indigenous Peoples. Councillor Hemphill congratulated the Committee on obtaining Council support for the UN Declaration on the Rights of Indigenous Peoples.
- Recreation / Aquatic Center Survey and Multiplex project. Re: letters going out to the First Nations requesting a delegation from Port Hardy Council be invited to be included on an upcoming Band Council agenda to discuss the multiplex project and other initiatives of common interest. to be on their agendas. The Committee discussed if the letters had been sent. Allison McCarrick, CAO advised the letters had not yet been sent but would be by the next meeting.

ACTION ITEM  
REVIEW

DRAFT

- Letter to Chief Dickie by the Committee. No response received yet.
- First Nation cultural education and training for all District of Port Hardy employees. The Committee discussed if Kathi Camilleri had been contacted.
- RDMW Economic Forum. Done. Remove from action item list.
- Application to UBCM for a Community to Community Forum. A new application will be done for a C2C once dialogue begins with the First Nations. *Remove from action item list.*
- Kwakiutl Signage Project. Signage project to be looked at again when dialogue begins with the First Nations. *Remove from action item list.*
- No action on any of the remaining items

Action Items to be added:

- Provide Committee with an updated contact list for all local First Nations Communities including phone numbers and emails-Staff/LD
- Short background history on the Douglas Treaty - Staff HNS/LD

### G. NEW BUSINESS

Discussion on bringing forward a motion to UBCM to extend an invitation of membership to non-treaty First Nations. Councillor Hemphill advised she would draft a draft letter to request the UBCM First Nations Relations Committee consider sending an invitation of membership to all non-Treaty First Nations.

#### **Moved/Seconded/Carried**

THAT the First Nations Relations Committee recommend that Council send a letter to UBCM First Nations Relations Committee to request they consider sending an invitation of membership to all non-Treaty First Nations.

### H. ROUNDTABLE DISCUSSION

The Committee discussed the Jericho Lands purchase by First Nations communities and current First Nations topics. There was general discussion on how to keep trying to get the consultation meetings with local First Nations happening.

Councillor Hemphill gave an update on all the First Nations content included at the AVICC 2016.

The Committee cancelled the July 12th, 2016 meeting.

**NEXT MEETING DATE:**, May 10, 2016 4:00 pm, Council Chambers:

Upcoming Meeting Dates: June 14, August 9, September 13, October 11, November 8, December 13

### I. ADJOURNMENT

#### **Moved**

THAT the meeting be adjourned.

Time: 4:35pm

FNRC  
2016-012  
RECOMMENDATION  
TO COUNCIL RE:  
LETTER TO UBCM  
FIRST NATIONS  
RELATIONS  
COMMITTEE

FNRC  
2016-013  
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY  
OPERATIONAL SERVICES COMMITTEE MEETING  
HELD APRIL 18, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Councillors Pat Corbett-Labatt, Rick Marcotte, John Tidbury (Chair)

**ALSO PRESENT:** Allison McCarrick, CAO; Heather Nelson-Smith, Dir. Corporate Services; Abbas Farahbakhsh, Director of Operational Services; Sean Mercer, Operations Manager; Leslie Driemel, Recording Secretary

**A. CALL TO ORDER**

Councillor Tidbury called the meeting to order at 3:00 pm.

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the Operational Services Committee meeting of April 18, 2016 be accepted as presented.

**C. MINUTES**

1. Minutes of the Operational Services Committee meeting held March 17, 2016.

**Moved/Seconded/Carried**

THAT the minutes of the Operational Services Committee meeting held March 17, 2016 be accepted.

**D. DELEGATIONS**

No delegations

**E. BUSINESS ARISING / UNFINISHED BUSINESS**

1. Review and Update of Action Items

**CEDAR HEIGHTS PARK**

Councillor Corbett-Labatt requested the downed trees be cleaned up. S. Mercer advised there may be two more trees felled in the park and that Operational Services will chip the downed trees and clean up the area.

**CENOTAPH**

Application submitted, waiting for response.

**PEDESTRIAN CROSSING AT RUPERT STREET**

A. Farahbakhsh advised he has consulted with ICBC safety division about the crossing and that issues with putting in a crossing include:

- over close to existing crosswalk at Rupert/Granville St intersection.
- logical position would go into an existing driveway.
- have to move crossing closer to mall where there is a left turn exit lane into the mall property.

OP SCVS  
2016-013  
AGENDA  
ACCEPTED

OP SCVS  
2016-014  
MINUTES MARCH  
17/16 ACCEPTED

ACTION ITEMS

**DRAFT**



ACTION ITEMS

Options:

- put in signage before the turn – “blind corner”, “caution” A. Farahbakhsh commented that signage only reaches 50% of drivers.
- put in a pedestrian push button controlled crossing which is estimated at \$25,000.
- install rumble strips, generally used to slow traffic from one speed zone to another.

The Committee agreed by consensus that no further action would be taken at this time.

**MEMORIAL ON GRANVILLE STREET**

Allison McCarrick, CAO updated the Committee on the process on contacting the family to discuss the memorial. Councillor Corbett-Labatt will provide contact another contact.

The Committee discussed the District providing a memorial tree or shrub in place of the existing memorial and the CAO will present this option to the family when they are contacted.

**BEAR SMART**

Heather Nelson-Smith advised that, as the District budget has been approved, she will be contact and request Crystal McMillan detail the next steps and action on moving forward. It will be reported back to the Operational Services Committee.

**CIVIC CENTER WASHROOM DOOR**

A. Farahbakhsh, advised he has contacted the Building Inspector to adjust the door and asked if it is better. It was commented that there have been no complaints received so far. A. Farahbakhsh will ask the Building Inspector to look at requirements for doors and their adjustments.

**F. CORRESPONDENCE**

No correspondence

**G. NEW BUSINESS**

1. Meeting Day/Date change

The Committee agreed by consensus to change the Operational Services Committee meeting date to the third Monday of every month at 3:00 pm in Council Chambers.

2. Storey's Beach Sewage Pumps - Low Pressure Sewage Pump Rental Agreement

Chair Tidbury advised the discussion would be only about the rental agreement between the District of Port Hardy and property owner for the District to look at or fix sewage pumps on their property. The agreement gives permission for District employees to enter the property and look at the pump. It lays out the terms for reimbursement for expenses for that service.

The Committee received clarification on terms included in the draft agreement. The Committee was advised that property owners can contact any contractor to do required work. The agreement is only if work by the District is requested.

DRAFT

The Committee discussed sewer pumps located on other private properties in the District.

The Committee agreed by consensus to accept the draft Low Pressure Sewage Pump Rental Agreement as presented.

A. McCarrick, CAO advised there is a concern regarding the Storey's Beach sewer pump agreements and that a staff report regarding Storey's Beach Sewer pumps will be on an upcoming Council Meeting.

#### H. ROUNDTABLE DISCUSSION

##### Councillor Marcotte

RUSTY WATER  
RUNOFF

Commented there is 'rusty' water on the roadway at the Columbia Street / Douglas Street intersection. A. Farahbakhsh advised this occurs when there is iron ore in the soil and it washes onto the roadway, generally from the hard pan layers.

BALLFIELD WORK  
/ PUBLIC NOTICE  
UPDATES

Commented on work at ballfields and public notices being issued. The Committee was advised the contractor has taken longer than expected to do the work. Staff will provide updated information to the public.

EROSION AT  
STOREY'S BEACH

##### Councillor Corbett-Labatt

Commented she has been contacted by Bob Wasden regarding concerns about tree cutting and erosion at Storey's Beach. S. Mercer advised that danger trees have been cut and that salal cutting may be a concern. He will go and look at the area.

WATER ON  
ROADWAY BY  
ANGLICAN  
CHURCH

##### Councillor Tidbury

Commented that there is water running onto the roadway from the lot between the Anglican Church and the apartment building across from the high school. S. Mercer advised that there is a small pond up on the lot and that runoff from it may be where the water is coming from. He will go and look at the area.

#### I. NEXT MEETING: 3:00 pm Monday May 19, 2016.

Upcoming meeting 2016 meeting dates 3rd Monday of the month: June 20, July 18, August 15, September 19, October 17, November 21, December 19.

#### J. ADJOURNMENT

OP SCVS  
2016-015  
ADJOURNMENT

##### **Moved**

THAT the meeting be adjourned.

Time: 3:45pm

DRAFT



**MINUTES OF THE DISTRICT OF PORT HARDY  
PARKS & RECREATION REVIEW COMMITTEE MEETING  
HELD APRIL 20, 2016  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Councillors Dennis Dugas and Fred Robertson (Chair)

**ALSO PRESENT:** Allison McCarrick, CAO; Abbas Farahbakhsh, Director of Operational Services; Sean Mercer, Manager of Operations and Community Services; Leslie Driemel, Recording Secretary

**PUBLIC:** Darby Gildersleeve, Operations & Maintenance, School District 85

PRCC  
2016-010  
AGENDA  
APPROVED AS  
AMENDED

**A. CALL TO ORDER**

Councillor Fred Robertson called the meeting to order at 3:00 pm

**B. APPROVAL OF AGENDA**

Councillor Robertson suggested the following additions to the agenda

- D. Delegation – Darby Gildersleeve, Manager of Operations & Maintenance School District 85
- E. Business Arising – Discussion on volleyball court project
- G. Community Energy Plan, Biofeeds/fuels

**Moved/Seconded/Carried**

THAT the agenda, 2016 be approved as amended.

**DRAFT**

**C. ADOPTION OF MINUTES**

Minutes of the Parks & Recreation Review Committee meeting held March 18, 2016

**Moved/Seconded/Carried**

THAT the minutes of Parks & Recreation Review Committee meeting held March 18, 2016, be accepted.

PRCC  
2016-011  
MINUTES MAR 18,  
2016 ACCEPTED

**D. DELEGATIONS**

**ADDENDUM**

Councillor Robertson advised he has asked Darby Gildersleeve, Manager of Operations & Maintenance at School District 85 to attend the Committee meeting to discuss the condition of the soccer fields at Port Hardy Secondary School (PHSS) and how water restrictions come into play.

SOCCER FIELDS AT  
PORT HARDY  
SECONDARY  
SCHOOL

Mr. Gildersleeve advised the irrigation system at PHSS is not operational at this time. At a minimum it will be \$5,000 in repairs (pumps / sprinkler heads) plus labour before it can be operated. Once started there may be more issues arising. The School District grounds person is employed 10 months of the year and is responsible for all school fields and play areas in the School District. He advised that water consumption of the irrigation system is unknown. He advised the School District does not have the financial or labour resources for improvements to the irrigation system.

The Committee and Mr. Gildersleeve discussed:

- Waterline size and water meters currently in place at PHSS
- Irrigation system programs to help reduce watering needs and consumption
- Availability of historical water consumption
- Time period for use by youth soccer as approximately April to July each year
- Provision of a meter setter and adding a water meter to the irrigation system.
- Youth soccer as an important community activity which involves 300+ youth and that as soccer participation and skill levels increase more tournaments are held and more out of town teams come to the area.
- Upgrades to the irrigation system programming including rain sensors and timers.
- District of Port Hardy grant in aid funding and application processes for 2016 and 2017.
- Involving the Youth Soccer Association representatives.
- Youth Soccer user fees paid to the School District.
- Mandate of School District to keep field in shape for school use.
- Involving PHSS Parent Advisory Council and Youth Soccer in fundraising for field improvements and availability of gaming grants.
- Ongoing need of field maintenance for School District use.

STAFF RESEARCH  
HISTORICAL  
WATER  
CONSUMPTION  
DATA FOR PHSS

The Committee requested staff research historical water consumption data for PHSS

COUNCILLORS TO  
CONTACT AND  
ARRANGE  
MEETING WITH  
PHSS PARENT  
ADVISORY AND  
YOUTH SOCCER

Councillor Robertson and Councillor Dugas will contact PHSS Parent Advisory Council and Youth Soccer Executives to meet and develop a strategy for soccer field improvements at PHSS.

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

**DRAFT**

### **ADDENDUM**

#### **Volleyball Courts**

Councillor Robertson advised he has talked to Emily Heavenor and she was going to try to attend this meeting. She had been asked to contact Campbell River for information on the costs of their new volleyball court.

VOLLEYBALL  
COURTS

S. Mercer advised that discussions with Ms Heavenor and Ms Fedorak included the need to build a proper court to industry specifications not a low budget, quick project that would involve ongoing repairs and upkeep.

A. Farahbakhsh advised that Lee and Associates, consultant for the Storey's Beach review will be talking to local user groups, and developing a master plan for the park that could include; soccer field, volleyball court, spray park etc.

Allison McCarrick advised the consultant meetings could also involved District Staff and the Parks and Recreation Committee and notices of consultation posted on the District website, Facebook and Twitter feeds.

Action Item Review

Skateboard Park – A. McCarrick advised MIA was here last week and inspected the facility for risk assessment purposes and that a report will be forthcoming.

Removal of Lighting at Beaver Harbour Park ballfields – S. Mercer advised Operational Services is still waiting for BC Hydro truck to be available to do the work. Using the removed lights elsewhere in the District was discussed. A quote to retrofit lights at Civic Center to LED was briefly discussed. A. McCarrick will forward the quote from K&K Electric to S. Mercer

**F. CORRESPONDENCE**

None in agenda package.

**G. NEW BUSINESS**

**DRAFT**

**ADDENDUM**

Community Energy Plan

Councillor Robertson advised that, as the multiplex planning is underway, now is the time to think about energy usage at the proposed facility as well as develop a Community Energy Plan. The Committee was advised that other communities have gone through a process to develop a Community Energy Plan.

STAFF TO LOOK INTO THE PROCESS FOR DEVELOPING A COMMUNITY ENERGY PLAN

The Committee requested staff to look into the process for developing a Community Energy Plan.

A. Farahbakhsh commented that the Municipality of North Cowichan has developed a Climate Action & Energy Plan and the City of Duncan has a Community Energy and Emissions Plan.

Councillor Robertson commented that biofuel is a viable energy source and requested the architect be asked to include it in planning and during community consultations and that he will encourage School District 85 to participate in a biofuel program if it becomes available.

A. McCarrick advised that geothermal and solar energy may be available and that the architect and project managers are aware of the District's wishes to be energy efficient. Discussions on energy efficiencies will be held during the planning and charette stages.

**H. ROUNDTABLE DISCUSSION**

S. Mercer re: Ballfields

S. Mercer advised work has begun on upgrades to the Storey's Beach ballfields and there may be delays in getting the project completed due to the need to dry the soil and future weather issues.

Allison McCarrick: re: Roadside Memorial

A. McCarrick advised she has been in contact with Miles Dempsey, a family member and that the memorial will be taken down. The sign and message currently in place is not from the family. A more respectful memorial may be put in its place.

**S. Mercer re: Cedar Heights Park**

S. Mercer advised that danger trees have been felled and that two more may be removed in the future. The Operational Services crew will clean up the area. The Committee discussed liability signage at District parks.

**A. Farahbakhsh re: Storey's Beach Ballfield RFP**

A. Farahbakhsh advised there were two proposals received and reviewed for the Request for Proposals for Storey's Beach Ballfields Condition Review and that Lee & Associates was selected. The process will start in about two weeks and will include a survey of the park so that the consultant can have proper plans to work from. There will be public consultation as part of the process to develop a master plan for the Storey's Beach Ballfield area.

The Committee discussed having surveys also being done at Park Drive Ring Road Ballfield. A. McCarrick advised that a survey of the Civic Center area may be done as well for the multiplex planning process.

**DRAFT**

**Councillor Dugas re:  
Multiplex**

Councillor Dugas requested dates on the planning process for the multiplex.

A. McCarrick advised that senior staff is travelling to Vancouver May 4 to meet with the architect and project managers to plan strategy and set dates for stakeholder and charette planning meetings. After the trip a staff report will be done for Council.

**Raising of Kains Lake Dam**

Councillor Dugas commented that at the April 12<sup>th</sup> Council meeting Councilor Robertson's comments regarding plans for the raising of the Kains Lake Dam were not responded to. A. Farahbakhsh advised a report to Council on the work being done at Kains Lake will be on the next Council meeting agenda. A. Farahbakhsh reviewed the valve work being done at the dam.

**Seawall Lighting**

Councillor Dugas requested an update on the Seawall Lighting project. S. Mercer advised more lights will be ordered and should be installed before Filomi Days.

**BC Rural Dividend Fund Program**

Councillor Dugas advised there were discussion at the Regional District of Mt. Waddington regarding the grant application, partnering and deadlines. The Committee was advised the RDMW is looking at a \$500,000 submission that will partner the forest industry and School District 85 for a forestry training program.

Allison McCarrick advised that a staff report regarding the BC Rural Dividend Fund Program will be on the April 26, 2016 Committee of the Whole agenda. Staff has met with the Visitor Center and Tourism Port Hardy regarding project ideas such as an amphitheatre and interpretive center but that these are not ready to go projects. Upgrades to the Seagate Wharf would be of economic benefit and could be partnered with the Kwakiutl Economic Development Corporation.

**Federal Budget:**

Councillor Dugas commented that rural broadband and green infrastructure are items in the federal government budget. Recreational and cultural infrastructure programs would be good to look at for grant funding.

Councillor Robertson commented that Telus broadband service is available at Fort Rupert Elementary School, as a result of a provincial government mandate, but not in the rest of the area. Local businesses are at a disadvantage when good broadband service is not available to them.

**I. NEXT MEETING DATE: 3:00 pm Wednesday May 18, 2016**

Upcoming 2016 meeting dates are 3:00 pm on the 3<sup>rd</sup> Wednesday of every month June 15, July 20, August 17, September 21, October 19, November 16, December 21

**J. ADJOURNMENT**

**Moved**

THAT the meeting be adjourned at 4:35pm.

PRCC  
2016-012  
ADJOURNMENT

**DRAFT**



# DISTRICT OF PORT HARDY

## STAFF REPORT



---

**DATE:** **FILE:** Land Administration / 3090 /  
DVP-03-2016  
Tomlinson/Lerikos 6865  
Nahwitti Road

**TO:** Allison McCarrick, Chief Administrative Officer

**FROM:** Heather Nelson-Smith

**RE:** **APPLICATION FOR DEVELOPMENT VARIANCE PERMIT – Tomlinson/ Lerikos  
6865 Nahwitti Road**

---

### PURPOSE

To present Council with a request by Mr. Tomlinson and Ms. Lerikos to vary the provisions of Zoning Bylaw No. 1010-2013 to reduce the setback for the property located at 6865 Nahwitti Road to allow for an expansion of the existing carport to an attached garage.

### REGULATORY AUTHORITY

The *Local Government Act* (LGA) grants authority to local governments under section 922 (Development Variance Permits) of part 26 "Planning and Land Use Management" to issue a development variance permit that varies the provisions of a bylaw, provided the use or density of the land, a floodplain specification, or a phased development agreement under section 905.1 is not varied.

### BACKGROUND

Application for Development Variance Permit which would have the effect of varying Zoning Bylaw No. 1010-2013 to:

- 1) Reduce the setback from 7.6 metres (24.96 Feet) to 6.4 metres (21 feet).

### 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 8 properties.

### STAFF RECOMMENDATION

Staff has prepared Development Variance Permit DVP-03-2016 shown on pages 4 and 5 for Council's consideration.

*"THAT Council approves Development Variance Permit DVP-03-2016 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to: allow for the Reduction of the setback from 7.6 metres (24.96 Feet) to 6.4 metres (21 feet).*



*With respect to the property legally described as Lot 7 Plan 18427, Section 36, Township 9 PID 003-750-086*

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

Respectfully submitted,

I agree with the recommendation.

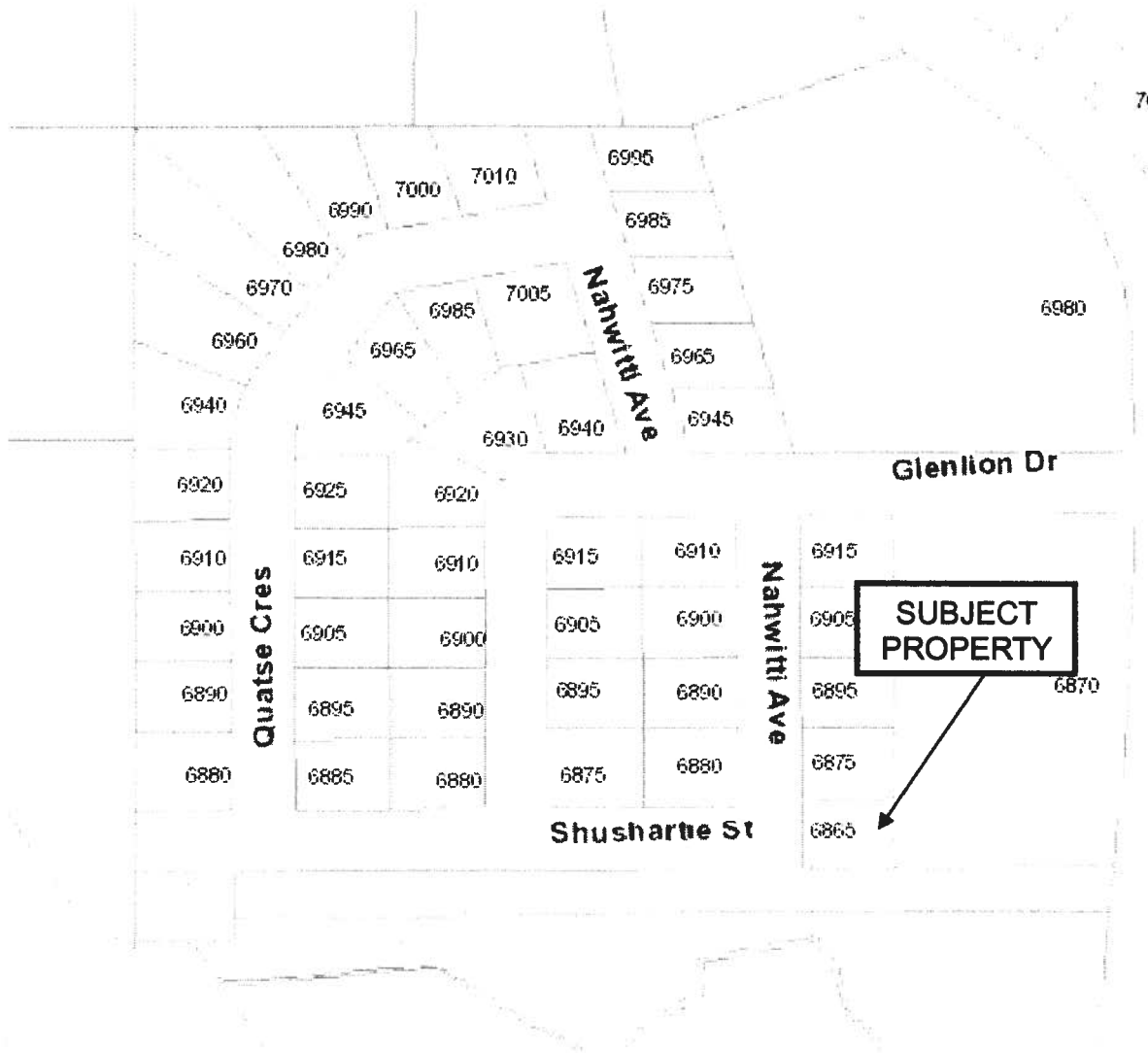


Heather Nelson-Smith  
Director of Corporate Services



Allison McCarrick,  
CAO

# LOCATION MAP





**DISTRICT OF PORT HARDY  
DEVELOPMENT VARIANCE PERMIT  
DVP-03-2016**

---

**ISSUED TO:** Charles Tomlinson and Anastasia Lerikos

**OF:** 6865 Nahwitti Road, Port Hardy, BC V0N 2P0

- 1) This Development Variance Permit (DVP-03-2016) 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: Lot 7, Plan 18427, Section 36, Township 9  
Parcel Identifier (PID): 003-750-086

- 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-03-2016 issued by resolution of the Council of the District of Port Hardy on April 26, 2016.

\_\_\_\_\_  
Heather Nelson-Smith  
Director of Corporate & Development Services

Certified on \_\_\_\_\_, 2016



**SCHEDULE 'A'**  
**TO**  
**DEVELOPMENT VARIANCE PERMIT**  
**DVP-03-2016**

**APPLICANTS:** Charles Tomlinson and Anastasia Lerikos  
**LEGAL DESCRIPTION OF LAND:** Lot 7 Plan 18427, Section 36, Township 9

**SPECIFICATIONS:**

THAT WHEREAS pursuant to PART 6.3 – Duplex Residential R-2, and in particular, the front yard setback of the principal use shall be a minimum of 7.6 metres (24.93 feet).

AND WHEREAS the applicants, Charles Tomlinson and Anastasia Lerikos have requested a variance to Reduce the setback from 7.6 metres (24.96 Feet) to 6.4 metres (21 feet).

THEREFORE BY A RESOLUTION of the Council of the District of Port Hardy on April 26, 2016, 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-03-2016 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to:*

*Reduce the setback from 7.6 metres (24.96 Feet) to 6.4 metres (21 feet).*

*With respect to the property legally described as Lot 7 Plan 18427, Section 36, Township 9  
PID 003-750-086*

*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-03-2016.

\_\_\_\_\_  
Heather Nelson-Smith  
Director of Corporate & Development Services

Certified on \_\_\_\_\_, 2016



# DISTRICT OF PORT HARDY

## STAFF REPORT



---

**DATE:** April 19, 2016

**TO:** Mayor and Councillors

**FROM:** Abbas Farahbakhsh, Director of Operational Services

**RE:** Kains Lake and District's Water Supply

---

### PURPOSE

This report intends to update Council on Kains Lake and the District's water supply. This report is also intended to explain the courses of action that are and will be taken by staff in an attempt to complete repairs and improve system sustainability.

### ANALYSIS

Last summer Pacificus Biological Services Ltd. was retained by the District to perform a bathymetric survey and assessment of Kains Lake and Tsulquate River system. The commissioning of this study was triggered because of an extremely prolonged dry summer experienced by the region which resulted in concerns about the availability and sustainability of the water supply system.

Pacificus' study concluded that Kains Lake bottom profile information indicates the existence of a sill approximately 300m upstream of the existing dam at the lake (known as upper dam). The study has determined that as a result of this sill, the available water to the District is the volume of water storage above the sill plus the storage downstream of the sill and the upper dam, (see attached figure 5).

The study suggests short and long term recommendations in order to improve the water use efficiency and to enhance accuracy and confidence in the decision-making process.

The District has already started acting on some of these recommendations and following activities will be starting when conditions are suitable.

- Improvement of water level monitoring by installing an electronic level logger. (completed)
- The Operation's crew is actively investigating ways to determine the best option for repair or replacement of the bypass valves at Kains Lake Dam. (underway)
- The Operation's crew will increase their monitoring efforts and additional data collected will assist us to understand the relationship between water release at the dam and river flow. This will help us to determine the level of ground water contribution to the river between the upper and lower dam. (underway)

- Staff are also investigating ways to improve our storage capacity, this can be achieved in different ways. The following are a few methods that are or will be investigated:
  - (a) Feasibility of an upper dam upgrade and height increase. In our discussion with Stantec engineering it was determined that the feasibility study of this option will require:
    - (i) Extensive environmental assessment
    - (ii) Extensive geotechnical investigation
    - (iii) Structural analysis of the existing dam
    - (iv) Etc.

In an earlier verbal report to the Council during budget deliberation it was suggested that the engineering costs for above investigation and feasibility study are too high and should not be considered at this time.

- (b) Investigate other options such as pumping the water over the sill and utilize current and larger unused storage. Staff investigated this option with respect to finding the right size pump and a more environmentally available pump option for this task. We also have looked at different options to power the pump. (underway)
- (c) Staff may also engage with approving authorities to seek suggestions on other possible options.
- (d) Staff also implemented ways to reduce water consumption by modifying the District's water sprinkling regulations and public education program. (underway)

#### FINANCIAL IMPLICATIONS

We anticipate that all suggested work can be completed within the allocated budgets for these projects and are not requesting any additional funding at this time.

#### STAFF RECOMMENDATION

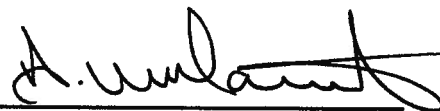
This report is for information only and includes no recommendation.

Respectfully submitted,

I agree with the report findings.

Signed

Signed



Abbas Farahbakhsh  
Dir. Of Operational Services

Allison McCarrick  
Chief Administrative Officer

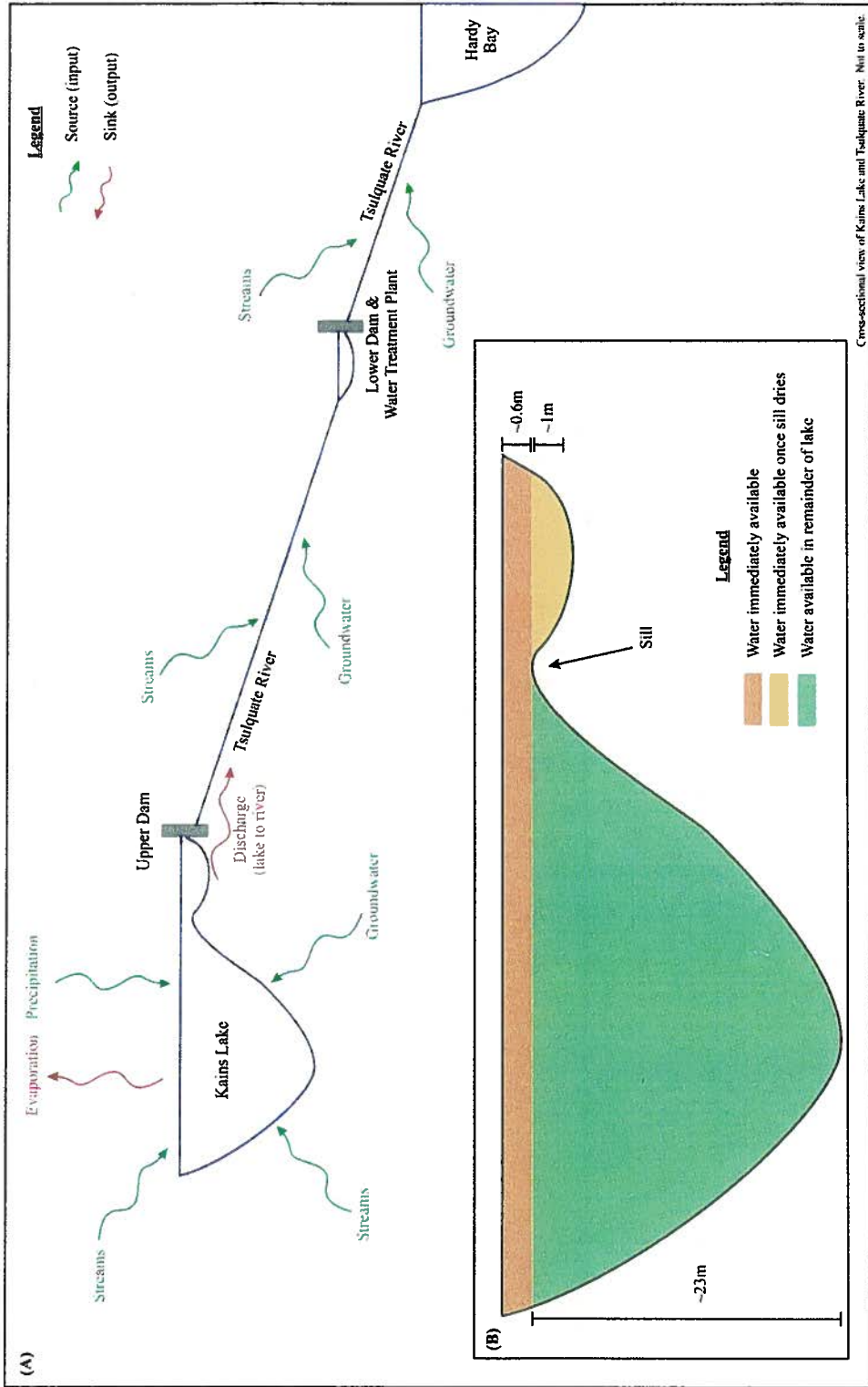


Figure 5: (A) Cross-sectional schematic of the Kains Lake and Tsulquate River system illustrating the sources and sinks of water. (B) Cross-sectional schematic of Kains Lake illustrating the location of a sill in the lake, and the resulting volume of water immediately available to the DPH (red) as of July 16<sup>th</sup>, 2015. Water available once the sill dries shown in orange. Water available in the remainder of the lake shown in green. Diagram is for illustrational purposes only and is not to scale.



## DISTRICT OF PORT HARDY

### BYLAW NO. 1048- 2016

#### A Bylaw to Set the 2016 Annual Tax Rates

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Community Charter*.

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

**1. Title**

This Bylaw may be cited as the "District of Port Hardy Annual Tax Rates Bylaw No. 1048-2016".

**2. Definition**

"Collector" means the person duly appointed as such from time to time by Council, and includes all persons appointed or designated by the Collector to act on her behalf.

**3. Tax Rates for General and Debt - Municipal Purposes**

Tax rates for all lawful general and debt purposes, as shown in column 'A' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown on the Real Property Tax Roll for general municipal purposes for the District of Port Hardy for 2016.

**4. Tax Rates for the Vancouver Island Regional Library**

Tax rates for the payment of the Vancouver Island Regional Library requisition, as shown in column 'B' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the Real Property Tax Roll for general municipal purposes for the District of Port Hardy for 2016.

**5. Tax Rates for the Regional District of Mount Waddington**

Tax rates for the payment of the Regional District of Mount Waddington requisition, as shown in column 'C' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the District of Port Hardy for 2016.

**6. Tax Rate for the Regional District of Mount Waddington Hospital District**

Tax rates for the payment of the Mount Waddington Regional Hospital District requisition, as shown in column 'D' of Schedule 'A' attached hereto and forming part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and according to their assessed value as shown upon the Real Property Tax Roll for the District of Port Hardy for 2016.



**7. Rates and Taxes Payable**

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable by 4:30 p.m., July 4, 2016 to the Collector at the Municipal Hall, Port Hardy, BC.

**8. Penalties**

Upon the 5<sup>th</sup> day of July, 2016, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and improvement as shown upon the Real Property Tax Roll of the District for 2016:

Ten (10) percent of the amount unpaid as of the 4<sup>th</sup> day of July, 2016.

**9. Supplementary Tax Rolls**

(a) Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.

(b) Where Supplementary Tax Notices are sent before the 1<sup>st</sup> day of June 2016, penalties shall be added as set out in Section 8 of this Bylaw.

(c) Where Supplementary Tax Notices are sent after the 1<sup>st</sup> day of June, 2016, ten (10) percent shall be added on any amount unpaid after thirty (30) days.

Read a first time on the 12<sup>th</sup> day of April, 2016.

Read a second time on the 12<sup>th</sup> day of April, 2016.

Read a third time on the 12<sup>th</sup> day of April, 2016.

Adopted by the Municipal Council on the   <sup>th</sup> day of   , 2016.

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

\_\_\_\_\_  
Mayor

Certified to be a true copy of  
District of Port Hardy Bylaw No. 1048-2016  
Annual Tax Rate Bylaw for the Year 2016

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

District of Port Hardy  
 Schedule "A" of  
 Bylaw No. 1048-2016

Class	Property	A	B	C	D
		General Municipal and Debt	Vancouver Island Regional Library	Regional District	Regional Hospital District
1	Residential	5.561640	0.318148	0.893280	0.324019
2	Utilities	44.884103	2.567550	3.126480	1.134067
5	Light Industrial	27.252036	1.558925	3.037152	1.101665
6	Business	17.953530	1.027014	2.188536	0.793847
7	Managed Forest	40.933671	2.341569	2.679840	0.972057
8	Recreation/Non-Profit	<u>5.561640</u>	<u>0.318148</u>	<u>0.893280</u>	<u>0.324019</u>
		142.146620	8.131354	12.818568	4.649674



**DISTRICT OF PORT HARDY  
BYLAW 1050-2016**

**A BYLAW TO REGULATE CONSERVATION OF WATER**

**WHEREAS** The *Community Charter* authorizes Council to regulate municipal services;

**AND WHEREAS** the Council of the District of Port Hardy deems it necessary to conserve water;

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

**1. TITLE**

This Bylaw can be cited as the "District of Port Hardy Water Conservation Bylaw -2016"

**2. DEFINITIONS**

"Appliance" means a device or mechanism, other than that owned and operated by the District, in or through which water is piped or used for a domestic, commercial or industrial purpose.

"Boat" means a vessel propelled on water by an engine, oars or sails.

"Boulevard" means that portion of any highway other than the paved, improved or main travelled roadway, driveway or sidewalk and includes any landscaped median.

"Bylaw Enforcement Officer" means a person appointed or contracted by the District of Port Hardy to enforce this bylaw.

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

"District Administrator" means the Chief Administrative Officer or designate.

"Exempted person" means an Owner of property identified in Schedule "A" as exempt from one or more of the regulations of this bylaw.

"Farm" means a parcel of land classified as farmland for assessment and taxation purposes.

"Fill" means to fill completely with water.

"Micro-irrigation" or "Drip-irrigation System" means a system using irrigation components which consume less than 20 gallons per hour and operate at less than 25 psi to deliver water to the root zone of the plant material being irrigated, and includes spray emitter systems (Micro-Sprays), point source emitters and linear tape systems as defined in the BC Trickle Manual prepared and published by the BC Ministry of Agriculture and Food, Resource Management Branch (issue 1999), but does not include weeper or soaker hoses.

"District" means the District of Port Hardy.

"Notice" means a Notice given under Section 6 of this bylaw.

"Nursery" means a business in which flowers, plants, trees or shrubs are grown or displayed for sale.

“Over-watering” means to water in a manner that saturates the lawn, boulevard or landscaped area being watered and results in water spreading onto areas beyond them.

“Owner” means any person who owns, is in possession of, or who has the care, control or custody of property.

“Permit” means a permit issued under Section 8(a) of this bylaw.

“Restricted Hours” means those time periods during which watering is permitted in Schedule “A” of this bylaw.

“Sprinkler” means a hose connected or other sprinkler system but excludes a Micro-irrigation or Drip-irrigation system.

“Stage” means the Stages 1, 2, 3 and 4 of Water Use Restrictions prescribed in Schedule “A” of this bylaw.

“Vehicle” means a device in, on or by which a person or thing is or may be transported or drawn on a highway.

“Water” means water supplied by the District of Port Hardy directly or indirectly to an Owner or the act of using or applying such water.

“Water Use Restrictions” means the restrictions prescribed in Schedule “A” of this bylaw.

“Watering Days” means those days during which watering is permitted in Schedule “A” of this bylaw.

### **3. DECLARATION OF CONSERVATION STAGES**

The declaration of the water restriction stages are as follows: each water restriction stage is identified in Schedule ‘A’ Attached to and forming this bylaw.

- (a) Stage 1 and the Water Use Restrictions for Stage 1 prescribed in Schedule “A” are in effect in each year from May 1<sup>st</sup> to October 31<sup>st</sup> both inclusive, except as provided under subsection (b).
- (b) The District Administrator, in consultation with the Water System Management, may
  - (i) amend the effective period of time for Stage 1, or
  - (ii) terminate or bring into effect a Stage more restrictive than Stage 1 at any time of the year for any period of time.
- (c) When a declaration is made under subsection 3(b), the water conservation stage described in the declaration comes into force in the District forty eight (48) hours after Council or the District Administrator makes a public announcement of the declaration.
- (d) When a water conservation stage comes into force under this section, any prior conservation stage that had been in force, if any, ceases to be in force.
- (e) When a stage 4 water restriction comes into force the District Administrator shall notify all property owners immediately within twenty four (24) hours.

### **4. NOTICE**

- (a) The District Administrator must give Notice or cause Notice to be given to persons within the Municipality of the applicable Stage determined under Section 3 and its effective

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dates of commencement and termination when determined by the Council or District Administrator.

- (b) The Notice under subsection (a) must be given at least once:
- (i) before the commencement of the applicable Stage, and
  - (ii) within a reasonable time after the termination of any stage by the Council or District Administrator.

- (c) The notice under this section shall be determined by the District Administrator based on severity and may consist of any of the following means:

Changing the level on the water notice signage;

- (i) Newspaper;
- (ii) Community bulletin boards;
- (iii) Mail out;
- (iv) Radio advertising;
- (v) Door to door;
- (vi) Telephone.
- (vii) Website; or
- (viii) Social Media.

## 5. PROHIBITIONS

- (a) The prohibitions in subsections 5(b) and 5(c) are in force at all times of the year.
- (b) No person shall damage or allow the deterioration of any Appliance so as to result in a waste of Water.
- (c) No person shall waste Water by using more Water than is required to provide a service, produce a product or complete a task, including but not limited to:
  - (i) allowing a tap or hose to run Water unnecessarily, and
  - (ii) the Over-Watering of plants or lawns.
- (d) No person, being an Owner of property in the District, shall use Water or cause Water to be used contrary to the provisions of this bylaw in effect at the time of use.

## 6. INSPECTION

The District Bylaw Enforcement Officer or a Bylaw Enforcement Officer as designated in a valid District of Port Hardy Municipal Ticket Information System Bylaw has the authority to enter at all reasonable times on any property that is subject to this bylaw to ascertain whether the requirements of this bylaw are being met or the regulations in this bylaw are being observed.

## 7. WATER USE RESTRICTIONS

The Water Use Restrictions for each Stage are prescribed in Schedule "A" to this bylaw and must be obeyed during the period that the applicable Stage is in effect under this bylaw.

## 8. PERMITS, EXEMPTIONS AND SPECIAL CASES

- (a) The District may issue Permits in the special cases and manner prescribed in Schedule "B".
- (b) Exemptions and special cases to the regulations in this bylaw are prescribed in Schedule "A".
- (c) Exempted Persons and Permit holders are exempted from Section 3 to the extent permitted by Schedule "A" and the conditions of the Permit where applicable.

**9. SCHEDULES**

Schedules "A" and "B" of this bylaw form part of and are enforceable in the same manner as this bylaw.

**10. SEVERABILITY CLAUSE**

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

**11. PENALTY**

(a) A person who contravenes this bylaw commits an offence, is punishable in accordance with the Offence Act, and on conviction, in addition to the penalties prescribed under the Offence Act, is subject to the following minimum fines:

- (i) for an offence under section 5(b) of this bylaw, a minimum fine of \$100 plus costs for each month that deterioration of an Appliance is not rectified will constitute a new offence;
- (ii) for an offence under section 5(c) of this bylaw, a minimum fine of \$100 plus costs if the offence is committed during Stage 1, \$200 plus costs if the offence is committed during Stage 2, \$300 plus costs if the offence is committed during Stage 3, \$1000 plus costs if the offence is committed during Stage 4 and \$100 plus costs if the offence is committed when no Stage is in effect; and
- (iii) for an offence under section 5(d) of this bylaw, a minimum fine of \$50 plus costs for each offence under Stage 1, \$75 plus costs for each offence under Stage 2, \$100 plus costs for each offence under Stage 3 and \$500 plus costs for each offence under Stage 4.

**12. REPEAL**

Bylaw 06-2005 Water Conservation is hereby repealed.

Read a first time on the 12<sup>th</sup> day of April, 2016.

Read a second time on 12<sup>th</sup> day of April, 2016.

Read a third time on the 12<sup>th</sup> day of April, 2016.

Adopted on the \_\_\_\_ day of \_\_\_\_\_ 2016.

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

\_\_\_\_\_  
MAYOR

Certified a true copy of  
Bylaw No. 1050-2016 as adopted.

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

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**SCHEDULE "A"**

**OUTDOOR WATER USE RESTRICTION STAGES**

**1. Stage 1 – Reduced Lawn Watering**

**1.1 During Stage 1:**

(a) A person shall not water lawns (by hand, sprinkler or other means of automation), except:

- (i) at a residential premises with even-numbered civic addresses Monday, Wednesday and Saturday between the hours of 7:00am-9:00am and 8:00pm-10:00pm.
- (ii) at a residential premises with odd-numbered civic addresses Tuesday, Thursday and Sunday between the hours of 7:00am-9:00am and 8:00pm-10:00pm.
- (iii) At a non-residential premises with even-numbered civic addresses Monday, Wednesday and Saturday between the hours of 1:00am and 8:00am
- (iv) At a non-residential premises with odd-numbered civic addresses Tuesday, Thursday and Sunday between the hours 1:00am-8:00am

(b) a person may

- (i) water trees, shrubs, flowers and vegetables on any day with a sprinkler during the prescribed hours for Stage 1 lawn watering and on any date at any time if watering is done by hand-held container or a hose equipped with a shut-off nozzle;
- (ii) water newly planted trees, shrubs, flowers and vegetables by any method during installation and within the following 24 hours;
- (iii) use Micro-irrigation or Drip-irrigation systems to water trees, shrubs, flowers and vegetables at any time on any day to a maximum of 3 hours;
- (iv) under the authority of a Permit, water new sod on installation and during the first 21 days after installation, and water newly seeded lawns until growth is established or for 49 days after installation, whichever is less, but only during the prescribed Stage 1 lawn watering hours;
- (v) fill hot tubs, swimming pools, wading pools and fountains;
- (vi) wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces;
- (vii) water all-weather playing fields at any time if failure to do so will result in a permanent loss of plant material; and
- (viii) wash a vehicle with water using a hand-held container or hose equipped with a shut-off nozzle and at car dealerships or commercial car washes.

**1.2 As exceptions to the Stage 1 restrictions,**

(a) Owners of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property any three days of the week for a maximum of 9 hours per day;

(b) Nurseries, farms, turf farms and tree farms are exempted from the restrictions; and

(c) Public Authorities may water lawns and boulevards on any day but no more than three days per week.

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**2. Stage 2 – Reduced Lawn Watering and Limited Water Use**

**2.1 During Stage 2:**

- (a) A person shall not water lawns, except:
  - (i) at a premises with even-numbered civic addresses Monday between the hours of 7:00am-9:00am and 8:00pm-10:00pm. at a premises with odd-numbered civic addresses Thursday between the hours of 7:00am-9:00am and 8:00pm-10:00pm.
  - (ii) At a non-residential premises with even-numbered civic addresses Saturday between the hours of 1:00am and 8:00am
  - (iii) At a non-residential premises with odd-numbered civic addresses Wednesday between the hours 1:00am-8:00am
  
- (b) no person shall use water to wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required by law to comply with health or safety regulations.
  
- (c) a person may
  - (i) water trees, shrubs, flowers and vegetables on any day with a Sprinkler during the prescribed hours for Stage 2 lawn watering and on any day at any time if watering is done by hand-held container or a hose equipped with a shut-off nozzle;
  - (ii) water newly planted trees, shrubs, flowers and vegetables by any method during installation and for the following 24 hours;
  - (iii) use Micro-irrigation or Drip-irrigation systems to water trees, shrubs, flowers and vegetables at any time on any day to a maximum of 3 hours;
  - (iv) fill hot tubs, swimming pools, wading pools and fountains;
  - (v) water all weather playing fields at any time if failure to do so will result in a permanent loss of plant material; and
  - (vi) wash a vehicle with Water using a hand-held container or hose equipped with a shut-off nozzle and at car dealerships and commercial car washes.

**2.2 As exceptions to Stage 2 restrictions,**

- (a) Owners of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property any three days of the week for a maximum of 9 hours per day;
  
- (b) Nurseries, farms, turf farms and tree farms are exempted from the restrictions;
  
- (c) Public Authorities may water lawns and boulevards on any day but no more than three days per week; and
  
- (d) Commercial operations requiring the use of water to further business. All businesses must hold a valid business license in Port Hardy. Commercial users must ensure that water usage is not wasteful and where possible reuse water.



### **3. Stage 3 – No Lawn Watering, Severe Water Use Restrictions**

#### **3.1 During Stage 3:**

- (a) no person shall
  - (i) water a lawn or Boulevard;
  - (ii) fill a swimming pool, hot tub or garden pond;
  - (iii) fill or operate a decorative fountain at any time;
  - (iv) wash a Vehicle or a Boat with Water; or
  - (v) use water to wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required by law to comply with health or safety regulations
  
- (b) a person may
  - (i) water trees, shrubs, flowers and vegetables on any day between the hours of 7:00am-9:00am OR 8:00pm-10:00pm if watering is done by hand-held container or a hose equipped with a shut-off nozzle;
  - (ii) water newly planted trees, shrubs, flowers and vegetables between the hours 7:00am-9:00am OR 8:00pm-10:00pm only by hand-held container or a hose equipped with a shut-off nozzle during installation and during the following 24 hours after installation is completed;
  - (iii) use Micro-irrigation or Drip-irrigation systems to water trees, shrubs, flowers and vegetables on any day anytime to a maximum of 3 hours; and
  - (iv) water all playing fields at any time, but only if failure to do so will result in a permanent loss of plant material.

#### **3.2 As exceptions to the Stage 3 restrictions:**

- (a) Nurseries, Farms, turf farms and tree farms are exempted from the restrictions;
  
- (b) Recreational and personal use vehicles and boats may be washed with water only at car dealerships and commercial car washes using less than 57 litres of water per Vehicle wash or 50% recirculated Water as long as the total amount of Water, excluding recirculated Water, does not exceed 57 litres per Vehicle wash;
  
- (c) Commercial operations requiring the use of water to further business. All businesses must hold a valid business license in Port Hardy. Commercial users must ensure that water usage is not wasteful and where possible reuse water.

### **4. Stage 4 – Emergency Severe Water Use Restrictions**

During a stage 4 water restriction due to emergency requirements – including firefighting, below sustainable levels of adequate treated drinking water, flood, or any other emergency situation that would cause treated water to recede quickly, no person shall use treated District water except for personal use including:

- (a) Drinking
- (b) Bathing
- (c) Preparing meals
- (d) All other uses will be prohibited.

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**SCHEDULE "B"**

**Permits**

1. During Stage 1, a person who has installed a new lawn, either newly seeded or new sod, may apply to the District for a Permit, in a form as prescribed from time to time, which will allow the new lawn to be Sprinkled with Water outside of permitted days, but within Restricted Hours. The Permit shall be conspicuously displayed at the premises for which it was issued.
2. The District shall issue a Permit to an applicant pursuant to Section 1 upon payment to the District of a fee in the amount of \$20.
3. New sod may be watered for 21 days after installation and newly seeded lawn may be watered until growth is established or for 49 days after installation, whichever is less, provided a permit pursuant to Section 1 has been issued for the premises at which the new lawn has been installed.
4. Permits will not be issued during Stage 2 or Stage 3 restrictions.
5. A permit will be invalid if Stage 2 or Stage 3 Outdoor Water Use Restrictions are imposed.

**APPLICATION FOR PERMIT  
TO WATER NEW LAWN OUTSIDE OF  
PERMITTED DAYS**

**Sample Only.  
This permit does not  
form part of the bylaw.**

***District of Port Hardy Water Conservation Bylaw No. 1050-2016***

APPLICANT \_\_\_\_\_

CIVIC ADDRESS \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

TELEPHONE Home \_\_\_\_\_ Work \_\_\_\_\_

DATE OF APPLICATION \_\_\_\_\_

TYPE OF WORK Newly seeded New Sod

INSTALLATION DATE \_\_\_\_\_

PERMIT FEE RECEIVED IN THE AMOUNT OF \$ \_\_\_\_\_

I request approval from the District of Port Hardy to water my new lawn outside of the permitted days as specified in Stage 1, Outdoor Water Use Restrictions, Schedule "A" of the District of Port Hardy Water Conservation Bylaw No. 1050-2016 I understand that:

1. restricted hours are between the hours of 7:00-9:00 a.m. and 8:00 p.m. to 10:00 p.m.; and
2. this permit will be invalid if Stage 2 or Stage 3 Outdoor Water Use Restrictions are imposed.

\_\_\_\_\_  
Signature

**PERMISSION IS HEREBY GRANTED TO WATER A NEW LAWN AT THE CIVIC ADDRESS SHOWN ABOVE. THIS PERMIT WILL BE CANCELLED, WITHOUT NOTICE, IF STAGE 2 OR STAGE 3 OUTDOOR WATER USE RESTRICTIONS ARE IMPOSED.**

\_\_\_\_\_  
Signature of Authorized Personnel

\_\_\_\_\_  
Date

**THIS PERMIT IS TO BE CONSPICUOUSLY DISPLAYED  
AT THE PREMISES FOR WHICH IT IS ISSUED.**