



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
JUNE 14, 2016
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services, Adrian Maas, Director of Financial Services, Leslie Driemel, Recording Secretary

REGRETS: None

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

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of June 14, 2016 be accepted as presented.

2016-112
AGENDA
ACCEPTED AS
PRESENTED

C. ADOPTION OF MINUTES

1. Minutes of the Special Meeting of Council held May 24, 2016.

Moved/Seconded/Carried

THAT the minutes of the Special Meeting of Council held May 24, 2016 be accepted as presented.

2016-113
SPECIAL MEETING
MINUTES MAY 24/16
ACCEPTED

2. Minutes of the Committee of the Whole meeting held May 24, 2016.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held May 24, 2016 be accepted as presented.

2016-114
COMMITTEE OF
THE WHOLE
MINUTES MAY 24/16
ACCEPTED

3. Minutes of the Regular Council meeting held May 24, 2016.

Moved/Seconded/Carried

THAT the minutes of the Regular Council meeting held May 24, 2016 be accepted as presented.

2016-115
REGULAR COUNCIL
MEETING MAY 24/16
ACCEPTED

D. DELEGATIONS

1. Abigail McCorquodale re: Attending the Canadian Inter-Provincial Championship as one of three Scotdance British Columbia representatives.

DELEGATION
ABIGAIL
MCCORQUODALE

Mayor Bood reviewed the hard work and accomplishments done by Miss McCorquodale in order to reach the opportunity to attend the Scotdance British Columbia.

ACTION ITEMS

Mayor Bood and Councillor Corbett-Labatt presented Miss McCorquodale with a cheque for \$500, 100 District pins and a District flag to take to the Scotdance British Columbia event.

E. ACTION ITEMS

1. Council action items were received for information.

F. CORRESPONDENCE

1. Copy of letter from Filomi Days Committee to local businesses requesting participation and donation sponsorship. For Information.

Councillor Corbett-Labatt asked and received confirmation that the District of Port Hardy is entering a float into the Filomi Days parade.

2. Louisa Bates, Visitor Service & Marketing Manager, Port Hardy Visitor Information Centre & Chamber of Commerce (May 24/16) re: Requests for District assistance with Canada Day activities.

Councillor Corbett-Labatt asked if Abbas Farahbakhsh, Director of Operational Services was in favour of granting all the requests. Mr. Farahbakhsh advised he had not completely reviewed the requests in detail but that it was similar to previous years and would be fulfilled by the Public Works Department.

Moved/Seconded/Carried

THAT Council approve the requests by Louisa Bates, Visitor Service & Marketing Manager, Port Hardy Visitor Information Centre for District assistance with Canada Day activities namely;

- Permission to use Carrot Park to host the Canada Day Celebrations.
- Provision of two additional port-o-potty facilities.
- Assistance managing garbage and recycling during and after the event.
- Temporary closure of Market Street from old TruValu parking lot to the south end of Carrot Park from Noon to 12:30 pm.

3. Email from Susan Ackerman, CIP, CRIM, Risk Management Advisor, Municipal Insurance Association (June 9/16). Re: Risk Management Grant Approval (\$5,614) was received for information.

Councillor Dugas:

- Commented that the water conservation signage project funded as part of this grant has been well received in the community and staff did a good job of the placing the signs in strategic locations.
- Thanked Councillor Corbett-Labatt, the Director of Corporate Services, Dawn Moorehead and others involved in the recent sustainability information session at the Save On Foods Parking lot.
- Suggested that the water conservation stickers be circulated at the Filomi Days tent.

G. NEW BUSINESS

Mayor Bood advised that further discussion of proclamations is an agenda item to be discussed later in the meeting.

1. Request for Proclamation of June 17, 2016 as Garden Day in Port Hardy (sponsored by Councillor Pat Corbett-Labatt)

Councillor Corbett-Labatt advised this is a new proclamation for Council's consideration.

2016-116
REQUEST BY
VISITOR INFO CTR
FOR DISTRICT
ASSISTANCE ON
CANADA DAY
APPROVED

2016-117
PROCLAIM FRIDAY
JUNE 17, 2016 AS
GARDEN DAY

Moved/Seconded/Carried

THAT Council proclaim Friday June 17, 2016 as Garden Day in the District of Port Hardy.

2. Email from Council of Senior Citizens' Organization of BC (May 31/16) re: Request to Proclaim October 1, 2016 International Day of Older Persons

INTERNATIONAL
DAY OF OLDER
PERSONS SO
PROCLAIMED IN
2015.

Heather Nelson-Smith, Director of Corporate Services advised that International Day of Older Persons was so proclaimed by Council in 2015.

H. COUNCIL REPORTS

COUNCIL REPORTS

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

1. Draft minutes of the Emergency Planning Committee held May 30, 2016 were received for information.

J. STAFF REPORTS

1. Accounts Payable May 2016 was received for information.

CONFLICT OF
INTEREST

Councillor Hemphill declared a conflict of interest as she is on the board of the kEDC and removed herself from the meeting at 7:35pm.

2. Heather Nelson-Smith, Director of Corporate Services (June 6/16) re: Kwa'lilas Hotel Application for Development Variance Permit

Heather Nelson-Smith, Director of Corporate Services reviewed the request by 0997329 BC Ltd to vary the provisions of Zoning Bylaw No. 1010-2013 for the purposes of reducing the exterior site yard setback from 4.5 metres to 0 metres to allow the installation of a free standing sign.

Council reviewed the Development Variance request by 0997329 BC Ltd and the ensuing discussion included:

- Storm sewer right of way on the property.
- Site lines to the hotel.
- Removal of two cherry trees and their viability after moving.
- Removal of only the smaller cherry tree.
- Replacement trees and maintenance for replacement trees.
- Traffic flow.
- Support for local business and their endeavors to bring a better economic climate to the community.

2016-118
DEVELOPMENT
VARIANCE PERMIT
DVP-04-2016

Moved/Seconded/Carried

THAT Council approves Development Variance Permit DVP-04-2016 to vary the provisions of section 7.1 (c) of Port Hardy Zoning Bylaw No. 1010-2013, to: allow for the reduction of the exterior yard setback from 4.5 metres to 0 metres to allow for a free standing sign, with respect to the property legally described as Lot 1, Section 36, Township 9, Rupert District, Plan 27702 Except Part in Plan 39093. PID 002-178-800 AND FURTHER THAT the Director of Corporate Services be authorized to execute the permit accordingly.

3. Kwa'lilas Hotel - Letter (June 2/16) requesting moving of two cherry trees.

Council discussed the request to move two cherry trees from District property adjacent to the Kwa'lilas Hotel.

Abbas Farahbakhsh, Director of Operational Services had the following comments regarding the request;

- That the large cherry tree would probably not survive a move due to its condition and age (estimated at 10-15 years)
- That the two cherry trees be replaced by four replacement trees.
- That the Kwa'lilas Hotel be responsible for all maintenance for any replacement trees, except for pruning, for three years.
- That there is equipment available designed to remove the trees but that it is not available locally and would be expensive to bring to town;

2016-119
KWA'LILAS HOTEL
REMOVAL OF TWO
CHERRY TREES
APPROVED

Moved/Seconded

THAT Council approve the removal of the large cherry tree with the agreement that it be replaced with three trees, type and location to be determined AND THAT the Kwa'lilas Hotel be responsible for maintenance for the three trees, except for pruning, for three years.

Abbas Farahbakhsh advised the proposal is to remove two trees.

Friendly Amendment Moved/Seconded/Carried

THAT Council approve the removal of the two cherry trees as requested with the agreement that they be replaced with four trees, type and location to be determined AND THAT the Kwa'lilas Hotel be responsible for maintenance for the four trees, except for pruning, for three years.

Councillor Hemphill returned to the meeting at 7:47pm

4. Heather Nelson-Smith, Director of Corporate Services (June 1/16) re: Proclamations

Heather Nelson-Smith, Director of Corporate Services discussed with Council the inconsistencies in the current Council Policy CP1.2 regarding proclamations, particularly proclamations that are passed every year.

Moved/Seconded/Carried

THAT Council amend the Policy 1.2 Proclamations to include point #4.
4. Staff will prepare a report for Council of ongoing proclamations endorsed in previous years for approval at the beginning of each calendar year. Council may choose to endorse or remove proclamations no longer supported or relevant.

5. Heather Nelson-Smith, Director of Corporate Services (May 30/16) re: Tourism Advisory Committee

Moved/Seconded/Carried

THAT Council establish a Tourism Advisory Committee with the following members appointed to the Committee: Councillor Dugas, Councillor Marcotte; Allison McCarrick; Adrian Maas; Carly Pereboom; Donna Gault; Joli White;

6. Adrian Maas, Director of Finance (May 26/16) re: Nav Canada Assessment Appeal.

Adrian Maas, Director of Finance advised Council he has contacted the District of North Saanich and was advised by the Director of Finance at North Saanich that there was not a real expectation that smaller communities would contribute financially to the Nav Canada assessment appeal process. If the appeals from taxpayers are successful for example, Nav Canada could have represented \$18,000 per year in tax revenue for the District of Port Hardy. A draft letter was included in the agenda package for Council review.

2016-120
POLICY CP1.2
AMENDED

2016-121
TOURISM
ADVISORY
COMMITTEE
ESTABLISHED

Moved/Seconded/Carried

THAT Council send a letter to all appropriate ministries encouraging amending the *Assessment Act* such that single use properties be assessed by formula to provide municipalities with certainty as to their tax base.

7. Adrian Maas, Director of Finance (June 8/16) re: Financial Support for Sport Competitors – Council Policy CP2.18

Adrian Maas, Director of Finance advised that there is \$555 remaining in the late grant in aid account.

Council discussion on the applications for funding and Council Policy CP2.18 included:

- The need to make fair and equitable decisions regarding submissions for aid
- Funding to teams vs funding to individuals
- Equitable funding to individuals
- Costs to go to provincial level of competitions
- Use budget process determine overall level of funding
- Review policy CP2.18

Allison McCarrick advised that staff is discussing the generality of policy CP2.18.

Moved/Seconded/Carried

THAT Council approve granting the amount of \$100 to each of the applicants mentioned in the Director of Finance report dated June 8, 2016 namely, Kaleigh Harris, Mady Harris, Kirsten Clair and Georgia Walkus, together with the loan of a large flag for the event.

K. CURRENT BYLAWS AND RESOLUTIONS

No current bylaws and resolutions.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

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

N. NOTICE OF IN CAMERA MEETING

No In Camera meeting scheduled at this time.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 8:02pm

CORRECT

APPROVED

Original signed by:

DIRECTOR
OF CORPORATE SERVICES

MAYOR

2016-122
LETTER RE NAV
CANADA
ASSESSMENT
APPEAL APPROVED

2016-123
\$100 GRANT IN AID
KALEIGH HARRIS,
MADY HARRIS,
KIRSTEN CLAIR
AND GEORGIA
WALKUS

2016-124
ADJOURNMENT