



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM, TUESDAY, SEPTEMBER 12, 2017 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET

Mayor: Hank Bood
Councillors: Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson,
John Tidbury, Leighton Wishart

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, SEPTEMBER 12, 2017 - COUNCIL CHAMBERS - MUNICIPAL HALL**

PAGE	A. CALL TO ORDER	Time:
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required.	1. 2.
	C. ADOPTION OF MINUTES	
1-2	1. Minutes of the Committee of the Whole meeting held August 8, 2017.	
	Motion required.	1. 2.
3-6	2. Minutes of the Regular Council meeting held August 8, 2017.	
	Motion required.	1. 2.
7	3. Minutes of the Special Council meeting held August 8, 2017.	
	Motion required.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	1. Jim Henschke and Nita Klatt re: Update on Tourism Service at Bear Cove Recreation Site.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
8	1. Council Action items. For information.	
9-12	2. Wildfire Relief Donation	
	F. CORRESPONDENCE	
13-14	1. Robin Hunt & Lisa Greer, Mt. Waddington Highland Dancing Association (Aug 11/17) re: Invitation to sponsor 9 th annual North Island Highland Dance Competition Saturday October 14, 2017 and/or donate items for dancer welcome bags.	
	Motion / direction	1. 2.
15	2. Louisa Bates, Visitor Services & Marketing Manager, Port Hardy & District Chamber of Commerce (Aug. 28/17) re: Request for support for 2017 Pumpkin Patch Walk.	
	Motion / direction	1. 2.
	3. Requests for Proclamations	
	a) Sponsored by Mayor Bood September as Prostate Cancer Month – For information. Previously approved by Council January 2017.	
16-17	b) <u>NEW</u> : Trish Weatherall, Literacy Outreach Coordinator, Mount Waddington Literacy Now (Aug 24/17) re: Request to proclaim September as <i>Literacy Month in Port Hardy</i> .	
	Motion / direction	1. 2.
18-19	c) Sponsored by Councillor Dugas <u>NEW</u> : Jessie Christopherson, Recycling Council of BC (Sept.6/17) re: Request to proclaim October 16-22, 2017 <i>Waste Reduction Week</i> .	
	Motion / direction	1. 2.

- 20 4. Stephanie Nelson, North Island Building Blocks Coordinator (Sept.6/17) re: Request for permission for ceremonial fire Monday September 11, 2017 – Gift of Life Event. *Request emailed to Council September 7, 2017. Formal ratification required.*
- Motion 1. 2.
- 21 5. Sandra Boyd, Triport Rider for 20th Annual Tour de Rock - Cops for Cancer (Aug.29/17) re: Invitation to attend Tour de Rock Event at Kwa'lilas Hotel September 16, 2017 and request for donation to silent auction.
- Motion / direction 1. 2.

G. NEW BUSINESS

No New Business in agenda package.

H. COUNCIL REPORTS

1. Verbal Reports from Council members.

I. COMMITTEE REPORTS

- 22-23 1. Draft minutes of the First Nations Relations Committee meeting held August 8 2017. For information.
- 24-26 2. Draft minutes of the Tourism Advisory Committee meeting held August 14, 2017. For information.
- 27-29 3. Draft minutes of the Operational Services Committee meeting held August 21, 2017. For information. (Capital / Operational update included in minutes).

Recommendation:

THAT Council support in principle the windmill blade project AND THAT Rick Milligan be asked to further investigate and bring forward information on the donation, delivery, installation, funding donations and possible installation sites to the Operational Services Committee for further review.

Motion / direction 1. 2.

- 30-33 4. Draft minutes of the Parks and Recreation Committee meeting held August 24, 2017. For information.
- 34-35 5. Draft minutes of the Cannabis Advisory Planning Committee meeting held August 23, 2017. For information.

J. STAFF REPORTS

- 36-38 1. Accounts Payable for August 2017. For information.
- 39 2. Abbas Farahbakhsh, Director of Operational Services (Aug 25/17) re: Purchase of New Single Axle Hook Lift Truck.

Motion / direction 1. 2.

- 40 3. Adrian Maas, Director of Financial Services (Aug 31/17) re: Authorization for Additional Funds for Repairs to Curling Club Roof.

Motion / direction 1. 2.

- 41-42 4. Adrian Maas, Director of Financial Services (Aug 31/17) re: Repair / Replacement of Unit 20, 2009 Ford F550.

Motion / direction 1. 2.

- 43-46 5. Heather Nelson-Smith, Director of Corporate Services (Sept.5/17) re: Application for Development Variance Permit 6185 Hunt St.

Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 47 1. Heather Nelson-Smith, Director of Corporate Services re: Rezoning Application Bear Cove Highway.

- 48-49 Bylaw 1069-2017 A Bylaw to Amend Zoning Bylaw No. 1010-2013 Rezone Lot A, Plan VIP59871 6715 Bear Cove Highway. For First Reading.

Motion required. 1. 2.

L. PENDING BYLAWS

Smoking Regulation Bylaw 1068-2017

M. INFORMATION AND ANNOUNCEMENTS

- September 13 Heritage Society 7:00 pm, Council Chambers
September 18 Twinning Society 7:00 pm, Council Chambers
September 19 Committee: Finance 2:00 pm, Council Chambers
Committee: Operational Services, 3:00 pm Council Chambers
Public Hearing re: Rezoning (Lot A, Plan VIP59871) 6:00 pm, Council Chambers
Special Council Meeting 7:00 pm, Council Chambers
September 20 Committee: Parks & Recreation Review 3:00 pm, Council Chambers
Committee: Cannabis Advisory Committee 4:00 pm, Council Chambers
September 25-29 UBCM Convention, Vancouver BC

N. NOTICE OF IN CAMERA MEETING

No In Camera meeting scheduled at this time.

O. ADJOURNMENT

Motion required 1. 2. Time:



**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
TUESDAY AUGUST 8, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor: Leightan Wishart
Councillors: Pat Corbett-Labatt, Dennis Dugas (by telephone) Rick Marcotte,
John Tidbury

ALSO PRESENT: Heather Nelson-Smith, Director of Corporate Services

REGRETS: Mayor Hank Bood, Councillor Fred Robertson, Allison McCarrick, Chief
Administrative Officer Adrian Maas, Director of Financial Services; Abbas
Farahbakhsh, Director of Operational Services

MEDIA: None **MEMBERS OF THE PUBLIC:** 4

A. CALL TO ORDER

Deputy Mayor Wishart called the meeting to order at 5:35 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Committee of the Whole meeting of August 8, 2017 be accepted as presented.

D. DELEGATION

1. 5:30 pm Presentation by Dr. Charmaine Enns, MD, MHSc, FRCPC, Medical Health Officer re: Local Health Area Profiles.

The Vancouver Island North Local Health Area Profile 2015 included in the agenda package was received for information.

Dr. Enns gave a PowerPoint presentation titled *the Medical Health Officers Report: District of Port Hardy*. Information presented to Council included:

- Map of Local Health Area 85.
- Four areas of attention: Mental Health and Substance Use; Seniors/Elders, Housing and Homelessness with the Goal: "Improve the health status of Mount Waddington residents by addressing the factors and issues that affect "health", defined as the spiritual, emotional, physical and mental health of our residents through their life spans."
- Review of population demographic highlights, estimated population growth over next 25 years and influences on life expectancy.
- Statistics on: Comparison of substance use hospitalizations: BC, Island Health, VI North; per capital alcohol consumption from 2015 in local health areas in Island Health; smoking during pregnancy; income and education as determinants of health; socio-economic index; child development and vulnerability and statistics on hospital admissions for children and youth
- Review of a 2013 Adolescent Health Survey and Youth Protective factors.
- BC OD crisis including opioid OD summary 2016/17.
- Review of factors that determine health.

COW 2017-014
APPROVAL OF
AGENDA AS
PRESENTED

AGENDA

Deputy Mayor Wishart thanked Dr. Enns for taking the time to come and give an informative presentation to Council.

2. 6:00 pm Presentation by Mike Coulter -- CR ATV Club President and RCMP Staff Sgt. Wes Olsen.

Mr. Coulter gave a PowerPoint presentation titled ORV Gateway to the North Island. (ORV – Off Road Vehicle Riding. The presentation included information on:

- The concept of inter-community ORV tourism.
- Utilizing undeveloped Crown land forested areas on Northern Vancouver Island for ORV Riding on thousands of kms of already existing active and de-activated trails and forest service roads.
- 400km Strathcona Loop Map and trails are already used to ride from Campbell River to Sayward – Gold River – Campbell River.
- Riders need fuel, food and overnight accommodations.
- Review of statistics on average ORV tourist and examples of successful trail systems.
- Operation Permits: under the new “BC ORV Act” enacted in Nov 2015 allows the local RCMP Detachment in a specific community, at their discretion. The Operation Permit can allow an appropriately licensed and insured ORV rider to travel on a designated roadway only in a specific community.
- The current Operation Permit process is cumbersome and onerous. If in the future -- Communities are simply able to designate ORV routes within their Community then individual community permits not required.
- Temperate Climate could provide year round ORV tourism potential.
- Review of maps and routes that interconnect many of the communities in the North Island.
- Statistics on the estimated number of quad riders in BC and Western United States and economic impact study on activities involving ATV's.
- There are a number of communities who are participating in a UCBM ORV Local Government Working Group that is managed by: Marie Crawford, Associate Executive Director to lobby for these changes.

Mr. Coulter encouraged Council to lobby the Provincial Government, voice support for this proposal and enable safe and environmentally responsible ORV tourism to be possible.

Deputy Mayor Wishart thanked Mr. Coulter for his informative presentation.

E. NEW BUSINESS

None

F. ADJOURNMENT

MOVED

THAT the Committee of the Whole adjourn.

Time: 6:58 pm

AGENDA

CORRECT

APPROVED

DIRECTOR
OF CORPORATE SERVICES

DEPUTY MAYOR

COW 2017-016
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
AUGUST 8, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor Leightan Wishart, Councillors Pat Corbett-Labatt, Dennis Dugas (by telephone) Rick Marcotte, Fred Robertson (by telephone) and John Tidbury

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

REGRETS: Mayor Hank Bood, Abbas Farahbakhsh, Director of Operational Services; Adrian Maas, Director of Financial Services

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

A. CALL TO ORDER

Deputy Mayor Wishart called the meeting to order at 7:04 pm and 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 August 8, 2017 be accepted as presented.

2017-117
AGENDA AUG 8/17
ACCEPTED AS
PRESENTED

C. ADOPTION OF MINUTES

1. Minutes of the Regular Council meeting held July 11, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Regular Council meeting held July 11, 2017 be accepted as presented.

2017-118
REGULAR COUNCIL
MEETING MINUTES
AUG 8/17
ACCEPTED

D. DELEGATIONS

No delegations

E. ACTION ITEMS

1. Council action items were received for information.

ACTION ITEMS

F. CORRESPONDENCE

1. N. I. Community Forest LP (July 14/17) re: Sale of Block CF2 was received for information.
2. Councillor Murry Krause, UBCM President (July 18/17) re: Gas Tax Agreement Community Works Fund Payment \$111,962.91 was received for information.
3. Elizabeth Aman-Hume, Executive Director, Port Hardy & District Chamber of Commerce & Visitor Center (July 27/17) re: Planning of Canada Day 2018.

2018 CANADA DAY
PLANNING -
VOLUNTEERS
NEEDED

Council discussed the letter advising that the Port Hardy & District Chamber of Commerce & Visitor Center would not be planning 2018 Canada Day events. It was commented the work done by Louisa Bates at the Visitor Center will be missed and that Council members did a good job in helping plan the 2017 event.

Staff will put out information to the public that volunteers are needed for 2018 Canada Day planning.

4. Mayor Jan Allen, Village of Port Alice (July 28/17) re: Donation of \$1.00 per resident to Wild Fire Relief was received for information.

2017-119
\$500 DONATION TO
WILDFIRE RELIEF
FUND

Moved/Seconded

THAT The District of Port Hardy contribute to the Wild Fire Relief Fund.

Council discussion included:

- Donations by other North Island communities to the Wild Fire Relief fund.
- Per capita donation estimated at \$4,137 or approval of a flat donation.
- Donating via the Red Cross or Salvation Army.
- Investigating if matching Federal Government dollars are available through either Red Cross or Salvation Army.

2017-120
AMEND MOTION
2017-119

Moved/Seconded

THAT Council amends to motion to include the following:

A \$500 contribution

and

that staff investigate whether the Red Cross or Salvation Army receive matching federal funding.

The Amendment to the motion was adopted.

FINAL WORDING OF
MOTION 2017-119

The main motion, as amended, was adopted with the final wording as motion 2017-119

THAT the District of Port Hardy contribute \$500 to the Wildfire Relief Fund AND THAT staff determine whether the Salvation Army or Canadian Red Cross receive matching federal funding.

G. NEW BUSINESS

No New Business.

H. COUNCIL REPORTS

COUNCIL REPORTS

Councillor Robertson joined the meeting at 7:16 pm.

Deputy Mayor Wishart, Councillors Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, John Tidbury and Leighton Wishart 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 Tourism Advisory Committee meeting held July 10, 2017 were received for information.
2. Draft minutes of the Operational Services Committee meeting held July 17, 2017 were received for information. Recommendation: The Operational Services Committee recommends that Council approve the Parade Permit Application as presented.

Council discussed the level of information and detail required in the permit.

2017-121
PARADE PERMIT
APPROVED

Moved/Seconded/Carried *Opposed: Councillor Corbett-Labatt*
THAT Council approve the Parade Permit Application form as presented.

3. Draft minutes of the Parks and Recreation Committee meeting held July 19, 2017 were received for information.

J. STAFF REPORTS

1. Accounts Payable July 2017 was received for information.
2. Abbas Farahbakhsh, Director of Operational Services (July 20/17) re: Purchase of a New Half Ton Truck.

2017-122
PURCHASE OF
HALF TON TRUCK

Moved/Seconded/Carried
THAT Council authorize staff to amend the 2017 financial plan to accommodate for the purchase of a new half ton basic model truck at a cost not exceeding \$40,000 with funding from the Equipment Replacement Reserve.

3. Sean Mercer, Manager of Operations and Community Services (July 31/2017 re: Curling Club and Dog Pound Roof Replacements.

Council discussion included:

- The dollar range of bids received
- The disqualification of the low bid
- Thanking staff for preparing the RFQ and bringing the information forward in a timely manner.

2017-123
CURLING CLUB
AND DOG POUND
ROOF
REPLACEMENTS.

Moved/Seconded/Carried
THAT Council authorize the award for the Fort Rupert Curling Club roof replacement to Erikson Roofing Ltd. at a total cost of \$130,600.00 excluding taxes AND FURTHER THAT Council authorize staff to proceed with the Dog Pound roof replacement procurement process and award which is not to exceed \$18,000.00 excluding taxes AND THAT funding for both projects be allocated from the General Capital Reserve Fund AND FURTHER THAT Council authorizes staff to amend the 2017-2021 Financial Plan accordingly.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Council Remuneration Amendment Bylaw 1067-2017 for Adoption.

2017-124
BYL 1067-2017
COUNCIL
REMUNERATION
AMENDMENT
BYLAW ADOPTED

Moved/Seconded/Carried
THAT Bylaw No. 1067-2017, Council Remuneration Amendment Bylaw Adopted.

2. Smoking Regulation Bylaw 1068-2017 for Second and Third Reading.

Deputy Mayor Wishart advised that Smoking Regulation Bylaw 1068-2017 would receive Second Reading. Councillor Robertson requested further advertising of the bylaw be done before Third Reading and Adoption.

Heather Nelson-Smith, Director of Corporate Services reported:

- the post on Facebook has reached over 4,700 people
- Fourteen positive comments were received on Facebook.
- Concerns regarding enforcement were received on Facebook.

2017-125
BYL 1068-2017
SMOKING
REGULATION FOR
2ND READING

- One negative comment was received via email.

Moved/Seconded/Carried

THAT Bylaw No. 1068-2017, Smoking Regulation Bylaw be given Second Reading.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

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

N. NOTICE OF IN CAMERA MEETING

A Special Meeting of Council will be held immediately after this Regular Meeting of Council.

The meeting will 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;

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:2 pm

CORRECT

APPROVED

AGENDA

2017-126
ADJOURNMENT

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY AUGUST 8, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor Leightan Wishart, Councillors Pat Corbett-Labatt, Dennis Dugas (by telephone) Rick Marcotte, Fred Robertson (by telephone) and John Tidbury

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer, Heather Nelson-Smith, Director of Corporate Services

REGRETS: Mayor Hank Bood; Abbas Farahbakhsh, Director of Operational Services; Adrian Maas, Director of Financial Services;

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

A. CALL TO ORDER

Mayor Bood called the meeting to order at 7:30pm.

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the minutes for the Special Meeting of Council August 8, 2017 be accepted as presented.

SC2017-039
AGENDA
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;

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) 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;

SC2017-040
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90(1) (a)

D. ADJOURNMENT

Moved

THAT the Special Meeting of Council adjourn. Time: 7:47pm

SC2017-041
ADJOURNMENT

CORRECT

APPROVED

AGENDA

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR

ITEM	ACTION REGULAR MEETING AUGUST 8, 2017	WHO	STATUS /COMMENTS
Canada Day 2018	Staff to request public support for planning Canada Day activities		Expression of Interest to be advertised January 2018
Donation to Wild Fire Relief	\$500 Approved – staff to check if Federal Gov't matching funds through either Salvation Army or Canadian Red Cross	HN-S	Next Agenda
Operational Services Committee Recommendation re Parade Permit	Approved: Parade Permit as presented. Circulate / post permit as required	LD	Done
Purchase of a new ½ ton basic model truck at a cost not exceeding \$40,000 with funding from the Equipment Replacement Reserve.	Purchase approved. -Proceed with purchase -Amend 2017-2021 Financial Plan	AF AM	Done
Curling Club and Dog Pound Roof Replacements	Approved as presented. -Proceed with awards. -Amend 2017-2021 Financial Plan	AF AM	
Smoking Regulation Bylaw 1068-2017.	Advertise 3 rd Reading and Adoption	HNS	October agenda for 3rd reading
ITEM	ACTION REGULAR MEETING JUNE 27, 2017	WHO	STATUS /COMMENTS
K. McGhee Port Hardy Rangers re: Request for District support for October training exercise – helicopter landing in Tsulquate Park	Approved as requested Advise Mr. McGhee and get copy of insurance for event.	HN-S	Waiting for confirmation from govt

AGENDA

July 28, 2017

~~Canadian Red Cross~~
BC Wildfire Relief



The Village of Port Alice has donated \$1.00 per resident to help aid in the Wild Fire Relief. We appreciate the efforts of the fire fighters, RCMP officers, and first line responders that have been working tirelessly around our Province. As well we appreciate that the Red Cross is always supporting these responders and the families affected by this crisis.

Our thoughts are with everyone involved.



Mayor Jan Allen
Village of Port Alice
Mayor@portalice.ca

Cc: Regional District of Mount Waddington
District of Port Hardy ✓
Town of Port McNeill
Village of Alert Bay

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2017 BRITISH COLUMBIA WILDFIRES

Fellow Canadians need our help. Please donate today to let the people of British Columbia know we are here for them.

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OVER 6,000 CANADIANS LIVING IN BRITISH COLUMBIA REMAIN DISPLACED FROM THEIR HOMES AS OVER 200 WILDFIRES SWEEPED THE PROVINCE AT THE HEIGHT OF THE CRISIS IN JULY 2017. CHARITIES ARE WORKING TO ASSIST EVACUEES.



6,000

PEOPLE EVACUATED AS OF AUGUST 3RD



JULY 8TH, 2017

PROVINCIAL STATE OF EMERGENCY DECLARED



220

ACTIVE WILDFIRES IN BRITISH COLUMBIA AS OF JULY 10

As of August 3rd, over 6,000 Canadians living in British Columbia remain displaced after being forced from their homes due to ongoing wildfires. On July 7th, a state of emergency was declared within the province of British Columbia as 138 new fires were sparked that same day. Lightning has been attributed as the cause of the wildfires which have been fueled by dry conditions and strong winds only making the situation worse.

Sources:

- **Towns, homes evacuated in B.C. as wildfires burn out of control**
(<http://www.cbc.ca/news/canada/british-columbia/towns-homes-evacuated-in-b-c-as-wildfires-burn-out-of-control-1.4196041>)
- **B.C. wildfires: the current situation** (<http://www.cbc.ca/news/canada/british-columbia/current-situation-1.4197403>)
- **10,000 evacuees and counting: How B.C.'s wildfire fight took a turn for the worse**
(<http://www.cbc.ca/news/canada/british-columbia/bc-wildfire-100-mile-house-evacuated-1.4197265>)
- **Current Wildfire Situation - Province of British Columbia**
(<http://www2.gov.bc.ca/gov/content/safety/wildfire-status/wildfire-situation>)



**Canadian
Red Cross**

THE CANADIAN RED CROSS SOCIETY

Donate



LEGACY PLACE SOCIETY

Donate



DISASTER AID CANADA

Donate



Samaritan's Purse Canada

Donate



ACCESS
PRO BONO

ACCESS PRO BONO SOCIETY OF BRITISH
COLUMBIA

Donate



ADRA CANADA

Donate



Food Banks British Columbia

Donate



MENNONITE DISASTER SERVICE REGION
V INCORPORATED

Donate



The Salvation Army British Columbia
Division

Donate



GLOBALMEDIC
GLOBALMEDIC

AGENDA



August 11, 2017

District of Port Hardy
7360 Columbia St
Port Hardy, BC
V0N 2P0

Dear Pat Corbett-Labatt,

Take a moment and imagine the sound of bagpipes. If that didn't make you feel good, imagine the sounds of stomping feet, and laughing children; and the sight of high buns, swords, and swinging kilts.

Mount Waddington Highland Dance Association (MWHDA) builds up dancers who compete locally, on the island, and across North America. You've likely seen some of our dancers at local shows or volunteering their time and talent for entertainment at school and community events like the Fall Fair, Filomi Days, and Orcafest.

We invite you to sponsor our 9th annual North Island Highland Dance Competition.

The privilege to host such an event is granted by the Scottish Official Board of Highland Dancing. It can cost up to \$8000! The North Island Competition happens each fall, alternating between Port Hardy and Port McNeill. Approximately 100 primary to premier level dancers of all ages, and their entourages, travel to our piece of paradise to compete. Those dancers get to enjoy our sights, experience our small town hospitality, and spend money at our local businesses.

We fundraise throughout the year, but our BEST support comes through financial sponsorship and donations of cash, needed items, and services from local businesses- like YOURS! Your support will be recognized during our competition, in our dance program, and in the North Island Gazette newspaper. This not only makes you feel good about supporting local youth- but it advertises your business in a unique way. It is a great way to show our community members how spending their money locally supports their community. Win-Win! It also shows south islanders how awesome the North Island is. You *could* stay anonymous, but we want to thank you!

Thank you/Gilakas'la/Tapadh leibh in advance for your continued generosity!

R Hunt

Robin Hunt & Lisa Greer
MWHDA Fundraising Chair
robinblampied@hotmail.com
Box 1322, Port Hardy, BC V0N 2P0
Call/Text: 250-949-0710

PS- Mark your calendars and plan to join us for the competition on Saturday, October 14, 2017.

All sponsors will be listed, but Medal level & Class sponsors will also receive an advertisement in the program:

* Title Sponsor (full page ad) for \$500+

* Class Sponsor (medals & prizes for a dance level) for \$150+

* Gold (1/2 page ad) for \$200+ *Silver (1/4 page ad) for \$100+ * Bronze (1/8 page ad) for \$50+

OR- you can simply advertise your business with dedicated ad space in our program:

1/4 page ad (\$75) 1/8 page ad (\$40) 1/16 page ad (\$25)

OR- we gratefully accept donations of services or of items for the Dancer Welcome Bags (quantity ~100-150+) and/or items for our raffle table- especially if they have a Scottish or North Island 'vibe.'

AGENDA



August 28th, 2017

Dear Honourable Mayor Hank Bood & Council,

The Port Hardy Visitor Centre & Chamber of Commerce is beginning the planning of Port Hardy's annual Pumpkin Patch Walk. Pumpkin Patch Walk is a fun, free, family-oriented event that welcomes all residents and visitors to the community to come out and admire a lit, carved pumpkin display along the Hardy Bay seawall the evening of November 1st, 2017. Community organizations including the Port Hardy Lions Club and Port Hardy Fire Department support and participate in this event, where their contributions of hot chocolate, hot dogs and a warm bonfire provide a welcoming, social atmosphere for the enjoyment of attendees, in the damp cooler fall weather. Together with their support and additional assistance from local businesses, volunteers and residents, this event has become known as a favourite Halloween tradition.

The continued support and assistance of the District of Port Hardy has also been key to the successful delivery of this community event. This year, the Port Hardy Visitor Centre & Chamber of Commerce would like to kindly request the consideration of the Port Hardy District and Council with the following details;

1. Permission for use of the seawall from the Rotary Park to the Tsulquate Park on Tuesday, November 1st. The seawall provides an ideal location for easy access for the entire community to enjoy the walk, pumpkin display and activities. Pumpkins will line the seawall walk, and additional Halloween decorations placed throughout Carrot Park.
2. The lights along the seawall to be **turned off at 6:00pm and restored at 8:00pm on November 1st, 2017**. With the pumpkins placed along the seawall, the waterfront walk will be lit by pumpkins and strung decorative lights. Volunteers with flashlights on hand will attend.
3. Use of wheelbarrows to transport pumpkins to and from the roadside and waterfront throughout the day.
4. Access and use of the power outlets in Carrot Park and the Tori garden.
5. Use of barricade equipment to block off the banks of the creek in Carrot Park for safety purposes

Arrangements are presently underway to coordinate and confirm participation of the Port Hardy Lions and Port Hardy Fire Department. Volunteers are being coordinated for pumpkin pick up/clean up.

Thank you for your time and consideration, the support of the District of Port Hardy towards this fun and exciting community event are essential to the continued success of Port Hardy's Annual Pumpkin Patch Walk. For more information, please contact Louisa Bates at 250-949-7622.

Sincerely,

A handwritten signature in blue ink that reads "Louisa Bates". The signature is written in a cursive style with a large initial 'L'.

Louisa Bates
Visitor Services & Marketing Manager
Port Hardy Visitor Centre & Chamber of Commerce
(250)-949-7622 manager@visitporthardy.com

AGENDA

Mount Waddington Literacy Now
Mwliteracynow.wordpress.com Facebook @mwliteracynow
Literacy Outreach Coordinator: Trish Weatherall
TrishLiteracyNow@gmail.com 250-209-9507



August 24, 2017

His Worship Hank Bood, Mayor of Port Hardy
7360 Columbia St.
Box 68, Port Hardy, BC V0N 2P0

Re: Request for District of Port Hardy to Proclaim September as Literacy Month & Port Hardy Literacy Fair

Dear Sir:

As British Columbia's provincial literacy organization, Decoda Literacy Solutions has a vision of building a culture of community-based literacy and learning across the province. (Decoda supports your local Mount Waddington Literacy Now and Mount Waddington Family Literacy Society.)

In order to accomplish this vision, we are preparing to launch our fourth annual *Literacy is Life* campaign, held throughout September. This province-wide campaign, held each September, has three goals: to raise awareness of the importance of literacy for all British Columbians, raise awareness about community-based resources, and raise funds to support community-based literacy programs, initiatives and organizations.

We would like to request a Proclamation to officially declare September as Literacy Month in Port Hardy. By doing so, you will continue to help raise awareness of the important role that literacy plays in the lives of adults, children and families, youth, Aboriginal and immigrant communities, and those in our workforce.

Literacy is important to all citizens of Port Hardy, because it impacts every area of modern life: healthcare, civic engagement, education, employment and the economy. While the majority of residents have adequate literacy skills – too many simply don't.

Approximately 40 per cent of B.C. adults have difficulty reading a newspaper, filling out a work application form, reading a map, or understanding a lease. We aim to correct this, but we need your support.

I hope you will support us during our *Literacy is Life* month by issuing a Proclamation for Literacy Month in the District of Port Hardy. If you have any questions, please contact me at 250-209-9507.

See examples of other communities which have proclaimed September as Literacy Month:

<http://www.decoda.ca/literacyislife/bc-literacy-month-proclamations/>

Thank you in advance for your consideration and approval of our request. Your help will be greatly appreciated. Together we will create strong individuals, strong families and strong communities.

To celebrate literacy month and bring literacy-related program information to the community, The Mount Waddington Family Literacy Society will hold a **Literacy Fair in Port Hardy on September 24** at Gwa-sala-Nakwaxda'xw School from 1-4 p.m. See more information here:

<https://mwliteracynow.wordpress.com/events/north-island-literacy-fairs-2017/>

Sincerely,

Trish Weatherall, Literacy Outreach Coordinator, Mount Waddington Literacy Now

Affiliated with:

The Mount Waddington Family Literacy Society, Decoda Literacy Solutions, and ONE-TO-ONE



District of Port Hardy

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



DRAFT

PROCLAMATION

LITERACY MONTH

WHEREAS literacy promotes opportunities for success in today’s complex world, and engaging children and youth in literacy programming helps them build literacy skills and an interest in life-long learning; and

WHEREAS the District of Port Hardy supports the many literacy outreach organizations offering inclusive, accessible, community-based learning programs to children, youth and adults in our community; and

WHEREAS solid literacy skills are vital to our community’s social and economic development and offer citizens expanded opportunities to make substantial contributions to the growth, prosperity and wellbeing of our community;

NOW THEREFORE I, Hank Bood, Mayor of the District of Port Hardy, do hereby proclaim September 2017 as LITERACY MONTH in the District of Port Hardy.

Hank Bood, Mayor

AGENDA

Leslie Driemel

From: Recycling Council of British Columbia [jessie@rcbc.ca@mail215.atl171.mcdlv.net] on behalf of Recycling Council of British Columbia [jessie@rcbc.ca]
Sent: September-06-17 2:31 PM
To: general@porthardy.ca
Subject: Waste Reduction Week 2017 Proclamation Request

Proclaim your Support for Waste Reduction Week 2017!

[View this email in your browser](#)



WASTE REDUCTION WEEK IN CANADA

Proclaim Your Support for Waste Reduction Week in Canada!

Each year the [Recycling Council of British Columbia \(RCBC\)](#) organizes BC's involvement in observing this important week. We would like to ask all municipal councils in British Columbia to officially declare October 16th through 22nd, 2017 as Waste Reduction Week in their respective communities.

[Waste Reduction Week in Canada](#) is intended to raise awareness about waste and its environmental and social impacts. The theme of Waste Reduction Week, "Too Good to Waste", is meant to draw attention to the richness and diversity of the natural world and the importance of working towards ecological sustainability through waste avoidance and resource conservation.

Please join RCBC in proclaiming October 16th-22nd, 2017 as National Waste Reduction Week in Canada and lending your support!

[CLICK HERE FOR A SAMPLE PROCLAMATION](#)

Completed proclamations can be sent by email, fax or mail to the contact below:

Jessie Christopherson
Information Services Assistant
Recycling Council of British Columbia
#10 – 119 W. Pender Street, Van., BC V6B 1S5
E: jessie@rcbc.ca
W: www.rcbc.ca
Fax: (604)683-7255
T: (604) 683-6009 ext. 317



WASTE
REDUCTION
WEEK
IN CANADA

(Name of Municipality)

hereby recognizes

**Waste Reduction Week in Canada
October 16-22, 2017**

As a municipality, we are committed to conserving resources, protecting the environment and educating the community.

We recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability.

We have declared October 16-22, 2017, Waste Reduction Week in

Municipality

Signed

Date

Name and Position



AGENDA

Please send this declaration to the Recycling Council of BC
By fax at 604-683-7255 or by email at wrv@rcbc.ca.
We thank you again for your commitment to waste reduction.

-----Original Message-----

From: Stephanie Nelson [<mailto:snnelson1978@gmail.com>]

Sent: Wednesday, September 06, 2017 9:58 PM

To: alli@porthardy.ca

Subject: Permission for ceremonial fire for Monday, Sept. 11th Gift of Life event

Hi,

It was nice talking to you today! Attached is the poster with most of the details for the event promoting National Suicidal Awareness week. As discussed, we are kindly requesting to have a very small ceremonial fire at this annual event. The small fire is used more for smudging purposes and will be contained in a transportable container provided by PHSS teacher, Kevin McGee. We have used this same container in other traditional ceremonies at Port Hardy Secondary School as well as North Island Building Blocks. It's important to note that Brent from the Fire Department is in support of this event and will have someone from the fire department present.

If you have any questions or concerns, please do not hesitate to contact me at 250-230-1132.

Thanks so much for your consideration!

Stephanie Nelson, North Island Building Blocks Coordinator

AGENDA



Canadian
Cancer
Society

BRITISH COLUMBIA AND YUKON



Aug 29, 2017

To Whom It May Concern:

My name is Sandra Boyd and I am this year's Triport rider for the 20th Annual Tour de Rock and am hosting an event at the Kwail'las Hotel September 16th. Tour de Rock is a two week bicycle journey in which a team of police officers, fire fighters, BC Ambulance and several community riders cycle 1100 km from Port Alice to Victoria, raising money to fight childhood cancer and programs.

When I found out through an invitation that I qualified for the Tour de Rock I knew that I had to try. I had no experience with bikes so I was very fearful; but I knew that my fear of bikes is nothing compared to what families go through when one of their child is struck down by Cancer. I have firsthand experience when it comes to losing people I love to cancer as I lost 6 family members in just over a year one of which was my father at the age of 57. I was crushed when I lost my family but as a mom of three and a grandmother of 6 and I know that if it was any one of them I would be devastated.

I was blessed to be able to raise my kids in my home town of Port Alice and my grandmother always told me if someone needs help you do it! It takes a community to fight cancer and no child should ever have to fight it alone.

Along with the Cops for Cancer Community Committee here in Port Hardy, I will be hosting this event which promises to be a fun night for everyone. Approximately 75 guest are expected at the event and in order to make it a huge success we are asking businesses to donate items, services or gift certificates to the silent auction.

I truly appreciate any contribution you are able to make. If you have any questions please do not hesitate to contact me. If you would like more information on the Tour De Rock please visit www.tourderock.ca

Sincerely,

Sandra Boyd
250-230-0572
slboyd@telus.net

AGENDA



**MINUTES OF THE
DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE MEETING
3:00PM TUESDAY, AUGUST 8, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

Committee Members: Councillors Pat Corbett-Labatt (Chair), Rick Marcotte, Leighton Wishart

Also Present: Jeneen Hunt, Band Manager Kwakiutl First Nation

Staff: Heather Nelson-Smith, Director of Corporate Services

A. CALL TO ORDER

Councillor Pat Corbett-Labatt called the meeting to order at 3:04 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

DRAFT

Moved/Seconded/Carried

THAT the agenda for the First Nations Relations Committee meeting of August 8, 2017 be accepted.

FNRC
2017-020
AGENDA AUG
8/17
ACCEPTED

C. ADOPTION OF MINUTES

Minutes of the First Nations Relations Committee meeting held June 13, 2017.

Moved/Seconded/Carried

THAT the minutes of the First Nations Relations Committee meeting held June 13, 2017 be accepted as presented.

FNRC
2017-021
MINUTES OF
JUNE 13/17
ACCEPTED

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Review and Update of Action Items. Action items were reviewed for information.

ACTION ITEM
REVIEW

1. First Nations Signage - Referred from Operational Service Committee meeting May 15, 2017 *List of First Nation Names and Park spaces (June 20, 2016) and Cultural Signage (May 16/16) No progress at this time. The Committee agreed to refer these action items to the First Nations Relations Committee and remove it from the Action Items List.* a. Minutes from Council meeting (May10, 2016) b. Minutes of Operational Services Committee (May16, 2016). c. List of First Nation Names and Park spaces (June 20, 2016) was received for information.

FIRST NATIONS
SIGNAGE

Councillor Corbett-Labatt updated Jeneen Hunt on the signage project. Discussion included:

- Respecting First Nations culture.
- What the signs look like; metal vs wood construction.
- Location of signs.

- How to install.
- Archaeological concerns.
- Protocol for installation and considerations of traditional First Nations history.
- Maintenance

Ms. Hunt advised there had been no discussion at the Kwakiutl Council and that she will bring forward discussion on protocols needed.

It was commented that there is more than just signage, the local First Nations and the District need to work on communication, protocols and how to discuss mutual issues and concerns together to strengthen our communities.

2. Community to Community Forum Dinner, July 5, 2017.

It was agreed that the dinner meeting was good and that a more private venue would be preferred. It was suggested a future dinner could be held in the Kwa'ililas Hotel meeting room.

F. CORRESPONDENCE

DRAFT

No Correspondence.

G. NEW BUSINESS

1. Recognition of local First Nations Athletes at the recent North American Indigenous Games:

It was commented that the Facebook information included in the agenda did not include all athletes. Heather Nelson-Smith will obtain the full list of names of participating athletes.

2. Kwakiutl First Nation (Fort Rupert) Elections: Advance Poll Friday August 4, 2017
Regular Election Friday August 18, 2017. For information.

H. COMMITTEE MEMBER REPORTS

No reports.

- I. **NEXT MEETING DATE:** September 12, 2017 3:00 pm

Upcoming Meeting Dates: August 8, October 10, November 14, December 12.

J. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 3:05 pm

FNRC
2017-022
ADJOURNMENT

AGENDA



**MINUTES OF THE
DISTRICT OF PORT HARDY
TOURISM ADVISORY COMMITTEE MEETING
MONDAY AUGUST 14, 2017
MUNICIPAL HALL, 7360 COLUMBIA STREET**



- PRESENT:** Councillors Rick Marcotte, District of Port Hardy and Dennis Dugas, District of Port Hardy Louisa Bates, Visitor Information Center; Donna Gault (Chair); Joli White, Tourism Coordinator, Vancouver Island North Tourism; Elizabeth Aman-Hume Manager, Chamber of Commerce;
- STAFF:** Allison McCarrick, CAO; Leslie Driemel, Recording Secretary
- REGRETS:** Adrian Maas, Director of Finance, District of Port Hardy; Mike Kelly, Codfather Charters, Tourism Stakeholder Rep

A. CALL TO ORDER

Chair Donna Gault called the meeting to order. Time: 2:00pm

B. APPROVAL OF AGENDA

DRAFT

TAC-2017-012
APPROVAL OF
AGENDA AS
PRESENTED

Moved/Seconded/Carried

THAT the agenda of the Tourism Advisory Committee meeting August 14, 2017 be accepted.

C. ADOPTION OF MINUTES

1. Minutes of the Tourism Advisory Committee meeting held July 10, 2017.

TAC-2017-013
MINUTES
JULY 10 /17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Tourism Advisory Committee meeting held July 10, 2017 be accepted as presented.

D. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action items.

The Committee reviewed and updated the Action Item listing.

BC Ferries

- Camping at terminal: BC Ferries Monitoring camping, Elizabeth advised they will advise data at November BC Ferries meeting.
- On Board Visitor Advisors in 2018 and future years. Elizabeth Aman-Hume and Louisa Bates will work together and bring forward information to Destination BC and BC Ferries. Benefits are to BC Ferries as well as circle route communities and Vancouver Island areas; possible funding for position was discussed. Council members to discuss with Minister at UBCM Convention.

Booking.com - Still in progress, Louisa Bates waiting to hear back regarding October date.

Fishing BC - Ongoing

District Logo - vector made, sent to Matt at Destination BC.

Highway Signage - no update – to be deleted as well as stops of interest signs.

Highways revamping signage styles

- Elizabeth Aman-Hume advised that comments have been made that the visitor information highway sign is not in good condition and has no directional arrows.

Surveys – Ongoing

CBRE Reporting – Ongoing. Donna Gault to get upper manager contact info for Quarterdeck and Kwa'lilas Hotels.

E. NEW BUSINESS

DRAFT

1. 2018 Tactical Plan and Budget - Louisa Bates
 - to work with Adrian Maas on 2018 projections.
 - determine best value and percentages of print vs web/online marketing.
 - use social media and sponsored ads.
 - review outcomes from BC Fishing project.
 - Photo bank and film.
 - Promote clean air and natural surroundings.
 - Research other communities such as Tourism Tofino and Campbell River for new ideas.
2. Stakeholder meeting in October - tie in with Booking.com meeting if possible.
Presentation to include:
 - Overview of 2017 marketing plan.
 - Draft 2018 tactical plan, ask for feedback for marketing.
 - Survey results from 2016 and any 2017 data that is available.
 - 2016 visitor profile draft 2017 visitor profile if available.
 - Overview on what the extra 1% is in dollar amounts.
 - Photo bank and filming from Fishing BC if available.
 - MRDT actual revenue sharing information.

Upcoming dates:

- Oct 5, 2017 next committee meeting – tactical plan drafts / set date for October stakeholder meeting
- 2018 tactical plan due Nov 30/17

3. MRDT – Actual Revenue Sharing January 2016 – May 2017 was received for information.

F. CORRESPONDENCE

None

G. COMMITTEE MEMBER REPORTS

a) Chair Report – Donna Gault

No report

b) Visitor Information Center - Louisa Bates

No report

c) Chamber of Commerce – Elizabeth Aman-Hume

Has talked to owner of North Coast Hostel who is concerned that there is less affordable hostel type accommodation in the community and that hotels are often booked out.

The Committee discussed the need for positive messaging, Port Hardy is a popular place – book your accommodation early. Discussion also on BC Ferry vacation packaging with local hotels and that BC Ferries makes efforts to check out local facilities for packaging opportunities.

d) Regional District VINTAC - Jolie White
Visitor and resident surveys are underway and show good response so far. The recreation map is printed.

Councillor Rick Marcotte advised that the presentation to Council by Mike Coulter -- CR ATV Club President was well done and well received. RCMP Staff Sgt. Wes Olsen was also present and willing to work with Mr. Coulter. Access to north island logging roads is more complicated much of it is in active logging areas.

H. NOTICE OF MEETING – October 5, 2017 2:00 pm

DRAFT

I. ADJOURNMENT

TAC-2017-014
ADJOURNMENT

Moved
THAT we adjourn

Time: 3:10 pm

AGENDA



**MINUTES OF THE DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
HELD MONDAY AUGUST 21, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

Committee

Members: Councillors Dennis Dugas, John Tidbury (Chair) and Leightan Wishart

Staff: Abbas Farahbakhsh, Director Operational Services; Sean Mercer, Manager of Operations & Community Services; Leslie Driemel, Recording Secretary

Regrets: Allison McCarrick, CAO; Councillor Rick Marcotte

Also Present: Mr. Rick Milligan

A. CALL TO ORDER

Councillor Tidbury called the meeting to order at 3:02pm.

DRAFT

B. APPROVAL OF AGENDA

Councillor Tidbury advised of an addition to the agenda
New Business: Market Street garbage cans

Moved/Seconded/Carried

THAT the agenda for the Operational Services Committee meeting of August 21, 2017 be accepted as amended.

OP SCVS
2017-024
AGENDA AUG
21/17 AS
AMENDED

C. MINUTES

1. Minutes of the Operational Services Committee meeting held July 17, 2017.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee meeting held July 17, 2017 be accepted as presented.

OP SCVS
2017-025
MINUTES JULY
17/17
ACCEPTED

D. DELEGATIONS

Rick Milligan – Windmill blade display project.

Mr. Milligan discussed with the Committee the possible donation and community display of a windmill from the Nahwitti Windfarm. Mr. Milligan advised this was a preliminary inquiry to see if the District is interested and that confirmation from the Windfarm on the donation would need to be done. Discussion included:

- Size at approximately 145 feet long, blade is slightly damaged, needs trimming.
- Set up horizontally on 2-3 concrete pedestals.
- Possible sites: grassy area along Douglas Street (adjacent to North Shore Inn), visitor information area at Bear Cove Hwy / Douglas Street intersection, grassy area by banner poles at entrance to town, Storey's beach area.
- Local contractors providing support for installation, costs for installation and possible funding sources.
- Future maintenance, painting and graffiti clean up.
- Community painting of the blades (at Filomi Days).

OP SCVS
2017-026
WINDMILL
PROJECT
APPROVE IN
PRINCIPLE

Moved/Seconded/Carried

The Operational Services Committee recommends that Council support in principle the windmill blade project AND THAT Rick Milligan be asked to further investigate and bring forward information on the donation, delivery, installation, funding donations and possible installation sites to the Operational Services Committee for further review.

E. BUSINESS ARISING / UNFINISHED BUSINESS

ACTION ITEMS

1. Review and Update of Action Items

The Action Items list was reviewed and updated.

DRAFT

CAPITAL /
OPERATIONS
UPDATE

2. Capital Items List / Operations List.

A verbal update by Abbas Farahbakhsh included:

- Reservoir project – site clearing, geo-tech testing, upcoming meeting with engineers; tender process.
- Washrooms at Storey's Beach – should be open this week.
- Seagate building refurbishment – almost done, front and bay doors to be done
- Paving projects – 85% done.
- Fort Rupert Trail – ongoing about 70% done.
- Hook truck – 5 tenders received and are under review.
- PW pickup – purchased a 2017 pickup truck, work style, not consumer style from Chevy dealer in Nanaimo for \$32,500.
- Lights at Civic Center – Sean having ongoing discussions with electrical contractors re dimmable LED bulbs and if new fixtures are required.

3. Water Operation Report July 2017 was received for information.

4. Knotweed Eradication - Update information was received for information. A tour of sites with RDMW staff will be done August 25th.

5. Red Listed Butterflies

The Committee discussed:

- Cutting of grass at sites not being done for past two years.
- Education of local residents needed.
- Possibly installing informational signage ballpark fences in the area.

RED LISTED
BUTTERFLIES

The Committee requested Abbas Farahbakhsh contact Heather Jones directly and request she put together a package showing sites, public education information and other pertinent information that the District could then put out via social media and quarterly newsletters.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Wraps for Utility Boxes

Abbas Farahbakhsh reviewed the process to date with Telus regarding the supply and design of wraps for Telus utility boxes. The Committee requested Allison McCarrick, CAO and Abbas Farahbakhsh continue discussions with Telus and provide and update at the next meeting

WRAPS FOR
UTILITY BOXES

The Chair circulated information on BC Hydro policy on utility box wraps that included eligibility, costs, responsibilities, application process and other information. It was commented that Council members could discuss the project with Ted Olynyk of BC Hydro.

Councillor Dugas discussed putting wraps on District lift stations including Central Street, Trustee Lift Station (by Hardy Bay Road), Fort Rupert School and Douglas Street PRV station. Abbas Farahbakhsh will contact Bob King to see if he would be interested in doing a First Nations design.

DRAFT

2. Market Street Garbage Cans

The Committee discussion on Market Street garbage cans included:

- Ongoing issue of garbage on street
- Current cans are not bear smart or raven proof.
- Public / tourists filling cans.
- Design to be two sided: one garbage side that is bear proof and one side for recyclables.
- Number of cans required only 2-3 to start.
- Purchase and install new ones over a number of years.
- Designs and styles used in other municipalities.

MARKET ST
GARBAGE
CANS

The Committee requested staff research costs and designs on combination style garbage/recycling cans and bring to the next Committee meeting.

Sean Mercer advised there is a garbage can at the start of the Tex Lyon trail, supplied by the RDMW and emptied / maintained by the District.

H. STAFF REPORTS

No reports.

I. COMMITTEE MEMBER REPORTS

No reports.

J. NOTICE OF MEETING: Next scheduled meeting: September 19.
Upcoming meeting dates, October 16, November 20, December 18.

K. ADJOURNMENT

OP SCVS
2017-027
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:23 pm

AGENDA



**MINUTES
DISTRICT OF PORT HARDY
PARKS & RECREATION REVIEW COMMITTEE MEETING
HELD THURSDAY AUGUST 24, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

Committee Members: Councillors: Fred Robertson (Chair) and Leighton Wishart

Staff: Heather Nelson-Smith, Director of Corporate Services; Abbas Farahbakhsh, Director of Operational Services; Sean Mercer, Manager of Operations and Community Services; Leslie Driemel, Recording Secretary

Regrets: Councillor John Tidbury; Allison McCarrick, CAO

A. CALL TO ORDER

Councillor Robertson called the meeting to order at 3:08 pm.

DRAFT

B. APPROVAL OF AGENDA

Councillor Robertson requested an addition to the agenda:
New Business: Minister meetings at 2017 UBCM Convention

Moved/Seconded/Carried

THAT the Parks and Recreation Review Committee agenda for August 24, 2017 be accepted as amended.

P&RRC
2017-023
AGENDA AUG
24/17
ACCEPTED AS
AMENDED

C. ADOPTION OF MINUTES

1. Minutes of the Parks & Recreation Review Committee meeting held July 19, 2017.

Moved/Seconded/Carried

THAT the minutes of the Parks & Recreation Review Committee meeting held July 19, 2017 be accepted.

P&RRC
2017-024
MINUTES
JULY 19/17
ACCEPTED

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action Items.

ACTION ITEMS

Camping at Storey's Beach

Heather Nelson-Smith advised there have been requests for as well as issues and concerns regarding camping at Storey's Beach.

The Committee discussed:

- the possibility of allowing camping in that area
- potential site locations
- competition with existing campgrounds
- management and infrastructure

CAMPING AT
STOREY'S
BEACH

P&RRC
2017-025
STAFF
INVESTIGATE
CAMPING AT
SOTREY'S
BEACH

Moved/Seconded/Carried

THAT staff investigate a campground site at Storey's Beach area.

Regional District Trail signs – no update.

DRAFT

Fort Rupert Trail

Sean Mercer advised the work on the Fort Rupert Trail is almost complete.

Dog Park in Brownfield Site

Sean Mercer advised he has not yet contacted Imperial Oil.

Pickle Ball

Sean Mercer advised the paddles and balls have been received. The Committee discussed:

- Locations: indoor at Civic Center and outdoor at tennis courts and nets for those locations.
- Management of scheduling and booking space at Civic Center / tennis courts.
- Taping/painting of court lines.
- Rental rates for equipment.
- Demonstrations and workshops – who could do them.
- Ways and means to advise the public of the availability of the sport.

The Committee requested staff:

- implement a pickle ball pilot project at the tennis courts that will run until October 2017 in order to assess popularity of the sport.
- promote the program through advertisements, social media, posters, etc.
- arrange for the equipment rentals to be managed by the Recreation department staff.
- Find and arrange for someone to do demos and workshops.

P&RRC
2017-026
PICKLE BALL
EQUIPMENT
RATES

Moved/Seconded/Carried

THAT the Parks and Recreation Review Committee recommend that Council amend the District of Port Hardy Rates and Fees Bylaw to establish a rate of \$2.00 per person per hour for rental of pickle ball equipment.

Wildlife Camera Program

Heather Nelson-Smith advised there has been no movement on this item and requested it be deleted from the action items.

2. Capital Review List. - Was accepted for information
3. Discussion on what to have in a Recreation Need/Want Survey

RECREATION
SURVEY

Survey samples presented in the agenda package were reviewed by the Committee. Suggestions will be brought forward by Committee members as to what to include in a District recreation survey. Use of ball diamonds, local parks, future recreational activities and programs, as well as user demographics. When suggestions are received Heather Nelson-Smith will prepare a draft survey for Committee review.

4. Curling Club Roof

CURLING CLUB
ROOF

Sean Mercer and Abbas Farahbakhsh updated the Committee on the progress of the replacement of the Curling Club Roof. While weather dependent, it is expected the job could take 3-4 days and will be completed by August 28th.

<p>LIFETIME PASSES AT RECREATION FACILITY</p>	<p>5. Lifetime Passes at Recreation Facility DRAFT</p> <p>Committee discussion included:</p> <ul style="list-style-type: none">• Passes already donated by Council to N.I. Crisis Centre.• Passes to First Nations communities and Sacred Wolf Friendship Centre.• Format / time line of passes.• Means test for passes.• First Nations funding for athletes and sports teams. <p>The Committee requested staff investigate the number and types of passes currently donated by the District and contact Sacred Wolf Friendship Centre to see if they have need of passes.</p> <p>F. CORRESPONDENCE</p> <p>No Correspondence.</p> <p>G. NEW BUSINESS</p> <p>1. Meeting with Ministers at the upcoming UBCM Convention, September 24-29, 2017 in Vancouver BC.</p>
<p>MEETING WITH MINISTERS AT THE UPCOMING UBCM CONVENTION</p>	<p>Councillor Robertson discussed the need for meetings with Cabinet Ministers at UBCM including:</p> <ul style="list-style-type: none">• Minister of Forests re: Community Forest• Minister of Energy re: BC Hydro 2 tier billing and rates paid for power going into the hydro grid. <p>H. NOTICE OF MEETING: 3:00 pm Wednesday, September 20 2017 Upcoming meeting dates: October 18, November 15, and December 20.</p>
<p>P&RRC 2017-027 ADJOURN</p>	<p>I. ADJOURNMENT</p> <p>Moved THAT the meeting be adjourned. Time: 3:45 pm</p>

DRAFT

Parks and Recreation Committee Capital Review List August 2017	% of completion	Budget	DPH share if grant approved
Civic Centre Lighting (Centre only not lobby)		37,800	
Skateboard Park	100%	5,000	
Multiplex	25%	12,000,000	4,000,000
Arena roof repairs	N/A	48,000	This project is postponed for now.
Arena exterior doors		7,000	
Curling club roof repairs	N/A	15,000	Complete Roof replacement, starting August, 28 th .
Aerator	100%	16,000	
Top dressing attachment	100%	15,000	
Condensor Pad (2016)		5,000	
Ring road ball field (2016)	100%	1,500	
Storey's Beach washroom	80%	60,000	

Grant dependant			
Canada 150	100%	9,200	
Chiller		145,000	
Pool Health and Safety		190,000	
Downtown revite (seawall handrails & market st. I	0%	50,000	
Rotary Park washroom	0%	120,000	
Other			
Website (2016)	100%	7,500	

AGENDA



**MINUTES OF THE
DISTRICT OF PORT HARDY
CANNABIS
ADVISORY PLANNING COMMITTEE MEETING
WEDNESDAY, AUGUST 23, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

Members: Councillor Leightan Wishart (Chair); Dave Johnson; Paul Zaro; Tristan Radzik; Serena Neumerschitsky; Bruce Dirom; Staff Sgt. Wes Olsen; Eddy Lagrosse; Elizabeth Aman-Hume.

Also Present: Hanna Petersen, North Island Gazette

DRAFT

Staff: Heather Nelson-Smith, Director of Corporate Services

A. CALL TO ORDER

Councillor Wishart called the meeting to order at 4:02 pm

B. APPOINTMENT OF DEPUTY CHAIR

Moved/Seconded/Carried

THAT Serena Neumerschitsky be appointed as Vice Chair to the Cannabis Advisory Planning Committee.

APC 2017-01
VICE CHAIR

C. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Cannabis Advisory Planning Committee, August 23, 2017 be accepted.

APC
2017-02
AGENDA AUG
23/17
ACCEPTED

D. ADOPTION OF MINUTES

None

E. DELEGATIONS

No delegations.

F. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Review of current zoning and planning context for Dispensaries.

Mapping of Port Hardy Commercial Zones to be reviewed:

The zoning map for Port Hardy West was included in the discussion with buffers of 50 to 250 metres shown in the commercial zones showing proximity to school, parks, playgrounds, childcare centres and libraries.

Discussion on buffers or proximity:

- Only parks that are specifically for children should be considered in any buffer.
- Libraries should be included in buffer zones.
- Buffers around schools and licensed day care facilities.
- Include all commercial zones as permitted zones, where there zoning permits

- retail and meets the buffers.
- Limiting the quantity of dispensaries.
- Application process.

DRAFT

Discussion of mixed-use zoning.

- Vape lounges for onsite testing/consumption.
- Dispensaries are not included with any other use unless drug store or liquor store.

In addition the committee discussed:

- Stricter penalties for providing drugs and alcohol to minors.
- Pilot projects.
- New smoking bylaw discussed and where people will be smoking.
- Does public smoking apply to medicinal purposes?
- Fine revenue.
- Laws around public smoking could be the same as liquor consumption.

The Committee agreed on the following recommendations to Council regarding the discussion on the following topics:

Buffers/Proximity

- That no dispensary shall be located within 100 metres of a playground and libraries.
- That no dispensary shall be located within 150 metres of a school or licensed day care facility.
- That no Dispensary shall be located within 200 metres of another Dispensary.

Quantity of Dispensaries

Only 2 Dispensaries shall be permitted in the District of Port Hardy.

Mixed-Use Zoning

Dispensaries shall not be combined with any other use within the same premises. And that, the District be supportive of onsite testing and or Vape-Lounge facilities within the Dispensary, providing that the Province will be permitting onsite usage.

G. CORRESPONDENCE

No Correspondence.

H. NEW BUSINESS

None

I. COMMITTEE MEMBER REPORTS

No reports.

J. NEXT MEETING DATE: September 20, 2017 at 4:00 pm.

K. ADJOURNMENT

AGENDA

APC 2017-03
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:57 pm

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
009579	03/08/2017	00735	A.C.E. COURIER SERVICES	231.51	
009580	03/08/2017	01884	Ace Hardware	89.58	
009581	03/08/2017	00044	ACKLANDS - GRAINGER INC.	172.84	
009582	03/08/2017	00829	ANA'S HARDY CLEAN	2,540.24	
009583	03/08/2017	00046	ANDREW SHERET LTD	670.65	
009584	03/08/2017	01836	ARIES SECURITY LTD.	4,311.30	
009585	03/08/2017	00047	B.C. HYDRO (Minister of	41,342.44	
009586	03/08/2017	03439	Baan, Sandra	1,340.00	
009587	03/08/2017	02693	BC One Call	59.06	
009588	03/08/2017	02135	BORG, BRENT	35.00	
009589	03/08/2017	00580	BRITISH COLUMBIA SAFETY	2,597.16	
009590	03/08/2017	03441	BULL, PETER	1,712.30	
009591	03/08/2017	01433	COMOX PACIFIC EXPRESS LT	163.77	
009592	03/08/2017	01901	DENNISON, MELINDA	35.00	
009593	03/08/2017	01476	DOR-TEC SECURITY LTD.	138.30	
009594	03/08/2017	00052	HARDY BUILDERS' SUPPLY	284.08	
009595	03/08/2017	02208	Hawkins, Bob	714.12	
009596	03/08/2017	01980	HETHERINGTON INDUSTRIES	664.02	
009597	03/08/2017	00063	HOME HARDWARE BUILDING C	81.69	
009598	03/08/2017	01875	ISLAND ADVANTAGE DISTRIB	109.12	
009599	03/08/2017	03440	IZCO Technology Solution	1,435.23	
009600	03/08/2017	00273	JM'S MOBILE WELDING INC	173.60	
009601	03/08/2017	00065	K & K ELECTRIC LTD.	1,324.96	
009602	03/08/2017	02197	LONDON COLLISION AND TOW	89.25	
009603	03/08/2017	00695	LINDE CANADA LIMITED 156	1,088.42	
009604	03/08/2017	03438	LOMBARD PRE-CAST LIMITED	1,712.60	
009605	03/08/2017	00069	MACANDALE'S	329.79	
009606	03/08/2017	01777	MCCARRICK,ALLISON	35.00	
009607	03/08/2017	00328	MERCER, SEAN	35.00	
009608	03/08/2017	00014	MINISTER OF FINANCE	3,450.00	
009609	03/08/2017	00033	NAPA AUTO PARTS/N.I. IND	131.84	
009610	03/08/2017	02749	Orach Enterprises Ltd.	5,087.44	
009611	03/08/2017	00217	ORKIN CANADA CORPORATION	76.65	
009612	03/08/2017	00013	PACIFIC BLUE CROSS	11,488.42	
009613	03/08/2017	00505	PARR'S CONSTRUCTION LTD	19,513.20	
009614	03/08/2017	00203	Port Hardy & Dist. Chamb	13,750.00	
009615	03/08/2017	00363	PORT HARDY BULLDOZING LT	210.00	
009616	03/08/2017	00406	PORT HARDY FIREFIGHTERS	4,417.50	
009617	03/08/2017	00264	PORT HARDY HERITAGE SOCI	11,569.00	
009618	03/08/2017	00769	Praxair Distribution	917.89	
009619	03/08/2017	00080	PUROLATOR INC.	599.93	
009620	03/08/2017	01990	ROAD RANGER FREIGHT/0702	231.81	
009621	03/08/2017	00253	Shaw Cable	134.74	
009622	03/08/2017	02522	Strathcon Industries	96.16	
009623	03/08/2017	00113	STRYKER ELECTRONICS LTD.	464.25	
009624	03/08/2017	02148	THE EDGE	200.00	
009625	03/08/2017	00377	VASO'S	251.95	
009626	03/08/2017	02850	VWR International Co.	4,740.63	
009627	03/08/2017	03329	Wesco Distribution Canad	315.84	
009628	11/08/2017	00437	ACME SUPPLIES LTD.	98.83	
009629	11/08/2017	00046	ANDREW SHERET LTD	7,446.41	
009630	11/08/2017	03443	BARNES, VAL	150.00	
009631	11/08/2017	00073	BLACK PRESS GROUP LTD.	672.17	
009632	11/08/2017	02207	Blanchard Security	89.25	
009633	11/08/2017	00018	CANADIAN RED CROSS	309.68	
009634	11/08/2017	00281	CHEVRON CANADA LTD.	2,822.29	
009635	11/08/2017	03284	Child, Mervyn	900.00	
009636	11/08/2017	03426	CIBC	760.00	
009637	11/08/2017	03426	CIBC	760.00	
009638	11/08/2017	01433	COMOX PACIFIC EXPRESS LT	955.70	
009639	11/08/2017	03033	Corbett-Labatt, Pat	2,656.40	
009640	11/08/2017	00054	DAVE LONDON MOTORS LTD.	748.20	
009641	11/08/2017	01476	DOR-TEC SECURITY LTD.	645.64	
009642	11/08/2017	00099	FOX'S DISPOSAL SERVICES	21,054.75	
009643	11/08/2017	00052	HARDY BUILDERS' SUPPLY	557.21	
009644	11/08/2017	00063	HOME HARDWARE BUILDING C	196.56	
009645	11/08/2017	02574	Industrial Plastics & Pa	956.91	
009646	11/08/2017	00273	JM'S MOBILE WELDING INC	3,130.40	
009647	11/08/2017	02807	Johnson Security Solutio	7,761.35	
009648	11/08/2017	00065	K & K ELECTRIC LTD.	163.80	
009649	11/08/2017	01509	KERVIN, JACKIE	150.00	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
009650	11/08/2017	03437	KLEANZA CONSULTING LTD.	1,949.80	
009651	11/08/2017	00271	LIFESAVING SOCIETY	100.00	
009652	11/08/2017	00304	MONK OFFICE	22.99	
009653	11/08/2017	00033	NAPA AUTO PARTS/N.I. IND	1,049.57	
009654	11/08/2017	00075	O.K. TIRE STORE (PORT HA	27.45	
009655	11/08/2017	02749	Orach Enterprises Ltd.	2,238.10	
009656	11/08/2017	03442	RAK, HERVE	200.00	
009657	11/08/2017	03266	RALEIGH Fire Safety Ltd	1,863.20	
009658	11/08/2017	00107	RECEIVER GENERAL FOR CAN	23,536.93	
009659	11/08/2017	00187	REGIONAL DISTRICT OF MT	4,562.56	
009660	11/08/2017	02522	Strathcon Industries	538.72	
009661	11/08/2017	00160	TELUS	504.00	
009662	11/08/2017	03313	Tex Electric Ltd.	963.95	
009663	11/08/2017	02644	Vancouver Island Fire Fi	705.00	
009664	11/08/2017	03291	Western Traffic Ltd.	515.13	
009665	11/08/2017	00164	Xerox Canada Ltd.	1,073.73	
009666	17/08/2017	00735	A.C.E. COURIER SERVICES	170.81	
009667	17/08/2017	02514	Alsco	37.62	
009668	17/08/2017	00046	ANDREW SHERET LTD	14,456.99	
009669	17/08/2017	01836	ARIES SECURITY LTD.	193.20	
009670	17/08/2017	01805	BUSY B'S DISTRIBUTING	130.94	
009671	17/08/2017	02468	Canwest Propane	301.08	
009672	17/08/2017	02882	Catalys Lubricants Inc.	299.84	
009673	17/08/2017	00281	CHEVRON CANADA LTD.	1,024.82	
009674	17/08/2017	02762	Cleartech Industries Inc	533.60	
009675	17/08/2017	01433	COMOX PACIFIC EXPRESS LT	62.12	
009676	17/08/2017	00054	DAVE LANDON MOTORS LTD.	117.15	
009677	17/08/2017	02140	DOUG LLOYD CONTRACTING	79.80	
009678	17/08/2017	00099	FOX'S DISPOSAL SERVICES	1,466.27	
009679	17/08/2017	00052	HARDY BUILDERS' SUPPLY	13.30	
009680	17/08/2017	00063	HOME HARDWARE BUILDING C	316.74	
009681	17/08/2017	01875	ISLAND ADVANTAGE DISTRIB	12.49	
009682	17/08/2017	00065	K & K ELECTRIC LTD.	100.80	
009683	17/08/2017	01032	K PEARSON CONTRACTING LT	1,743.00	
009684	17/08/2017	03445	LAIRD WHEATON CHEVROLET	37,655.68	
009685	17/08/2017	00271	LIFESAVING SOCIETY	100.00	
009686	17/08/2017	00069	MACANDALE'S	335.18	
009687	17/08/2017	03059	Maxxam Analytics	793.80	
009688	17/08/2017	01419	MURDY & MCALLISTER	2,027.59	
009689	17/08/2017	00033	NAPA AUTO PARTS/N.I. IND	54.27	
009690	17/08/2017	01183	PORT HARDY YOUTH SOCCER	3,000.00	
009691	17/08/2017	00080	PUROLATOR INC.	114.78	
009692	17/08/2017	00187	REGIONAL DISTRICT OF MT	3,410.52	
009693	17/08/2017	03073	Smith Cameron Process So	1,096.48	
009694	17/08/2017	00201	Vancouver Island Regiona	37,125.00	
009695	23/08/2017	01836	ARIES SECURITY LTD.	12,065.58	
009696	23/08/2017	00302	BUILDING OFFICIALS ASSOC	52.50	
009697	23/08/2017	01805	BUSY B'S DISTRIBUTING	730.75	
009698	23/08/2017	00281	CHEVRON CANADA LTD.	1,560.96	
009699	23/08/2017	01724	CHYNA SEA VENTURES LTD.	210.00	
009700	23/08/2017	02762	Cleartech Industries Inc	2,304.96	
009701	23/08/2017	01433	COMOX PACIFIC EXPRESS LT	350.72	
009702	23/08/2017	02730	CUPE Local 401	413.88	
009703	23/08/2017	00218	DB PERKS AND ASSOCIATES	1,204.11	
009704	23/08/2017	02218	DELPRO AUTOMATION INC.	900.48	
009705	23/08/2017	00098	DUNCAN ELECTRIC MOTOR LT	6,612.61	
009706	23/08/2017	02322	ERT Training Inc.	651.00	
009707	23/08/2017	01680	Fisher, Patricia	90.00	
009708	23/08/2017	00099	FOX'S DISPOSAL SERVICES	788.12	
009709	23/08/2017	01438	GEISLER CONSTRUCTION	2,677.08	
009710	23/08/2017	00058	GUILLEVIN INTERNATIONAL	95.20	
009711	23/08/2017	00052	HARDY BUILDERS' SUPPLY	374.22	
009712	23/08/2017	00063	HOME HARDWARE BUILDING C	272.59	
009713	23/08/2017	00194	INT'L UNION OPERATING EN	1,115.80	
009714	23/08/2017	01875	ISLAND ADVANTAGE DISTRIB	1,887.48	
009715	23/08/2017	00273	JM'S MOBILE WELDING INC	190.07	
009716	23/08/2017	00065	K & K ELECTRIC LTD.	1,286.27	
009717	23/08/2017	02378	KGC Fire Rescue Inc.	1,624.94	
009718	23/08/2017	02883	Lekker Food Distributors	1,295.60	
009719	23/08/2017	00069	MACANDALE'S	568.83	
009720	23/08/2017	00585	Minister of Finance	3,919.50	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
009721	23/08/2017	00304	MONK OFFICE	41.43	
009722	23/08/2017	01645	NORTH ISLAND COMMUNICATI	628.25	
009723	23/08/2017	01021	NORTHERN ROPES & INDUSTR	297.68	
009724	23/08/2017	00487	O.K. Paving Company	111,768.30	
009725	23/08/2017	00217	ORKIN CANADA CORPORATION	76.65	
009726	23/08/2017	01251	PETRO CANADA	117.15	
009727	23/08/2017	00769	Praxair Distribution	7,493.71	
009728	23/08/2017	03266	RALEIGH Fire Safety Ltd	374.32	
009729	23/08/2017	00107	RECEIVER GENERAL FOR CAN	22,389.85	
009730	23/08/2017	00726	SNAP-ON-TOOLS	391.88	
009731	23/08/2017	00113	STRYKER ELECTRONICS LTD.	23.41	
009732	23/08/2017	00161	TELUS MOBILITY (BC)	753.36	
009733	23/08/2017	02973	Texmo, Gavin	29.73	
009734	23/08/2017	00477	U.B.C.M.	141.75	
009735	23/08/2017	03447	WestCoast Industrial Val	532.16	
009736	30/08/2017	00735	A.C.E. COURIER SERVICES	108.69	
009737	30/08/2017	00044	ACKLANDS - GRAINGER INC.	40.63	
009738	30/08/2017	00437	ACME SUPPLIES LTD.	848.67	
009739	30/08/2017	00046	ANDREW SHERET LTD	2,139.38	
009740	30/08/2017	02468	Canwest Propane	81.90	
009741	30/08/2017	00281	CHEVRON CANADA LTD.	1,258.37	
009742	30/08/2017	01433	COMOX PACIFIC EXPRESS LT	202.00	
009743	30/08/2017	02915	Corix Control Solutions	1,142.40	
009744	30/08/2017	01982	DIGITAL POSTAGE ON CALL	1,575.00	
009745	30/08/2017	03450	Discovery Diesel Electri	110.30	
009746	30/08/2017	02860	Grove-Crossman Equipment	577.92	
009747	30/08/2017	01980	HETHERINGTON INDUSTRIES	269.85	
009748	30/08/2017	00063	HOME HARDWARE BUILDING C	118.74	
009749	30/08/2017	02807	Johnson Security Solutio	1,435.97	
009750	30/08/2017	01167	JUST RITE PRECISION SHAR	369.60	
009751	30/08/2017	00069	MACANDALE'S	28.18	
009752	30/08/2017	02212	NICHOLSON, LISA	311.82	
009753	30/08/2017	00505	PARR'S CONSTRUCTION LTD	5,108.25	
009754	30/08/2017	00769	Praxair Distribution	129.30	
009755	30/08/2017	02203	Stantec Consulting Ltd.	46,729.06	
009756	30/08/2017	02522	Strathcon Industries	55.22	
009757	30/08/2017	00160	TELUS	4,750.82	
009758	30/08/2017	02837	Waterhouse Environmental	6,115.20	
009759	30/08/2017	00164	Xerox Canada Ltd.	2,065.50	
Total:				604,649.48	

*** End of Report ***




AGENDA



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: August 25, 2017

TO: Mayor and Councillors

FROM: Abbas Farahbakhsh, Director of Operational Services

RE: Purchase of New Single Axle Hook Lift Truck

PURPOSE

To request authorization to proceed with the purchase of a new Single Axle Hook Lift Truck from Harbour International Trucks; which will require a change to the 2017-2021 Financial Plan to accommodate for the financial shortfall.

ANALYSIS

A tender requesting bids for the purchase of a single axle hook lift truck (swap loader) was issued on July 11, 2017 with a closing date of August 9, 2017.

The truck will be equipped with the hook lift, snow plow and additional attachments such as a dump body and trash bin. All wiring and hydraulics will be in place for future use for sanding and brining if needed.

The District received 5 bid responses to the tender:

1. Bailey Western Star, Sterling & Freightliner Trucks
2. Harbour International Trucks
3. Inland Kenworth
4. Peterbilt Pacific (we received two bids from Peterbilt Pacific, with two different options)

All bids were carefully examined by staff and references of the top two competitive bids were also contacted and interviewed.

Financial Impact

The 2017 capital budget includes \$220,000 for this purchase the recommended adjustment to the financial statement is to accommodate for taxes.

STAFF RECOMMENDATION

"THAT Council authorize the award for the Single Axle Hook Lift Truck tender to Harbour International for the tender price of \$244,043.35 (\$217,744 + \$63 Tire Levy + \$10,890.35 GST + \$100 AC Tax + \$15,246 PST). AND FURTHER THAT Council authorizes \$233,153 be borrowed, under section 175 of the Community Charter, from the Municipal Finance Authority, for the purpose of funding the single axle hook lift truck purchase; and THAT the loan be repaid within five years, with no rights of renewal. The annual principal and interest payments to be funded as amended in the 2017-2021 financial plan."

Respectfully submitted,

Abbas Farahbakhsh
Director of Operational Services

AGENDA

I agree with the recommendation.

Allison McCarrick
Chief Administrative Officer



DISTRICT OF PORT HARDY
STAFF REPORT



DATE: Aug 31, 2017
TO: Mayor and Councillors
FROM: Adrian Maas, Director of Finance
RE: **Curling Club Roof**

PURPOSE

To seek authorization for additional funds due to additional repairs being required.

ANALYSIS

Council recently approved roofing repairs at the curling club and a roofer was sought and then engaged to make the required repairs.

Unfortunately when the roof was opened up some rot and carpenter ants were found in the structure. A professional engineers opinion was sought immediately as it was evident that a previous partial repair had been concealed and the structure could have been compromised. Rather than delay the roofer was instructed to continue re-roofing other areas pending a recommendation from the engineer. It appears the damage was localized. Required repairs will likely cost somewhere in the magnitude of \$50,000.

To prevent further loss and delay the existing roofer was asked to employ his forces to make the required repairs at an additional cost.

FINANCIAL IMPLICATIONS

Consistent with the previous recommendation funds from the General Capital Reserve fund are proposed to fund the unexpected overage.

STAFF RECOMMENDATION

"THAT Council amend the 2017-2021 Financial Plan to provide funds sufficient to complete the repairs to the curling club roof structure."

Respectfully submitted,

I agree with the recommendation.

AGENDA

Signed

Adrian Maas
 Director of Finance

Signed

Allison McCarrick
 Chief Administrative Officer



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: Aug 31, 2017
TO: Mayor and Councillors
FROM: Adrian Maas, Director of Finance
RE: **Repair / Replacement of Unit 20 2009 Ford F550**

PURPOSE

To seek council direction and authorization to repair or replace the 2009 Ford F550.

ANALYSIS

The 2009 Ford F550 has experienced engine failure. The engine crankcase was found to contain a significant amount of diesel fuel indicating stuck injectors and or serious wash down past the cylinder rings. Previous notes indicate the dual turbo units were malfunctioning and smoke from oil used to lubricate and cool the turbos had been forced onto the exhaust manifolds. This particular unit had previously been the recipient of a rebuilt engine from Ford and has but 76,000 kilometres in total. Significant metal deposits were found on the engine oil drain plug indicating severe internal damage.

A brief internet search of the Fordparts.com site using this vehicles VIN has shown that a complete replacement engine and both turbos would cost in excess of \$25,000 excluding fuel injectors and ancillary parts and labour. It is likely that Fords cost once removing the cab and other incidentals will exceed \$35,000. Enquiries were made by the mechanic and it does not appear that a suitable used vehicle would be available. Additional concerns with an engine rebuild process would be the additional unknown expenses that could be incurred during the process as it is likely that bolts will break in the disassembly process and that the existing appurtenances (box sander plow etc) will have to be removed. There is also some significant rust on the undercarriage. An engine rebuild could have a two year 60,000 km warranty on the engine. Repair shops in and out of town have been reluctant to engage in an engine rebuild and our own shop lacks the required hoisting equipment.

Another option would be to replace the vehicle - one dealer has indicated a replacement vehicle (2018 dodge 5500 with required equipment) could be had November 1st but would need to know within two weeks due to the high demand going into winter. The cost would be approximately \$120,000 (attachments included) plus tax. If financed through the MFA equipment financing program the annual cost would be approximately \$24,000 per year for five years or roughly equivalent to a 1% tax increase in 2018.

FINANCIAL IMPLICATIONS

The Equipment Replacement Reserve could finance either. However a new purchase would largely deplete that reserve. If purchased new funds could be borrowed over the next five years increasing taxes in 2018.

Estimated annual cost of Repair over an assumed remaining life of 6 years = \$6,666
Estimated annual cost of New Purchase over an assumed life of 15 years = \$9,000
Estimated annual cost of New Purchase over an assumed life of 20 years = \$6,750

Estimates are initial outlay only and excludes ongoing maintenance which escalate with age of vehicle.

STAFF RECOMMENDATION

Staff recommends council choose one of three options:

1. Repair the 2009 Ford F550 at a Ford dealership at a cost of up to \$40,000 utilizing equipment replacement reserve funds.
2. Replace the 2009 Ford F550 with a new unit after conducting a request for quotes to expedite and using funds from the equipment replacement reserve.
3. Replace the 2009 Ford F550 with a new unit after conducting a request for quotes to expedite and using funds authorized in an amount up to \$135,000 to be borrowed under section 175 of the community charter and that the loan be repaid within five years, with no rights of renewal, with the annual principal and interest to be funded from general taxation.

"THAT Council authorize (option 1, 2 or 3)"

Respectfully submitted,

I agree with the recommendation.

Signed



Adrian Maas
Director of Finance

Signed



Allison McCarrick
Chief Administrative Officer

AGENDA

STAFF RECOMMENDATION

Staff has prepared Development Variance Permit DVP-02-2017 shown on pages 3 and 4 for Council’s consideration.

“THAT Council approves Development Variance Permit DVP-02-2017 to vary the provisions of section 6.3 (d) of Port Hardy Zoning Bylaw No. 1010-2013, to: allow for the reduction of the principle use building interior side yard in the R-2 Zone from 1.5 metres to 0 metres on the south-east side of the property for the current structure only.

With respect to the property legally described as Lot 14, Plan 57382, Section 30, Township 6 PID 018-442-897.

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


STAFF COMMENT

The alternative to approving Development Variance Permit 02-2017 would be legal action to remove or reduce the structure from the side yard set back.

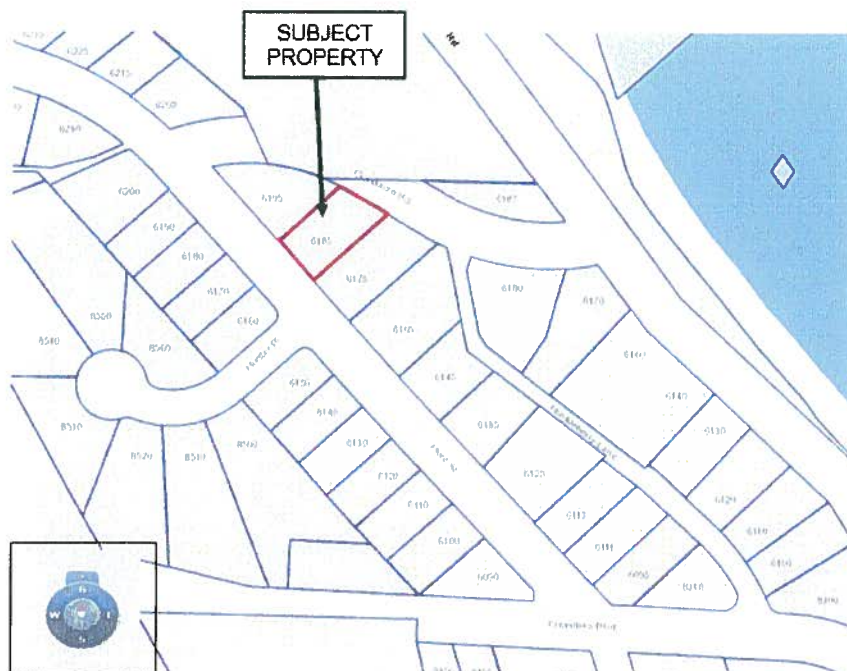
Respectfully submitted,

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-02-2017**

ISSUED TO: Andrea and Micah Williams

OF: PO Box 2375 Port Hardy, BC V0N 2P0

1) This Development Variance Permit (DVP-02-2017) 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 14, Plan 57382, Section 30, Township 6
Parcel Identifier (PID): 018-442-897

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;

CERTIFIED as DEVELOPMENT VARIANCE PERMIT DVP-02-2017 issued by resolution of the Council of the District of Port Hardy on September 12, 2017

Heather Nelson-Smith,
Director of Corporate & Development Services

Certified on _____, 2017



**SCHEDULE 'A'
TO
DEVELOPMENT VARIANCE PERMIT
DVP-02-2017**

APPLICANTS: Andrea and Micah Williams
LEGAL DESCRIPTION OF LAND: Lot 14, Plan 57382, Section 30, Township 6
PID 018-442-897

SPECIFICATIONS:

THAT WHEREAS pursuant to PART 6.3 R-2: Duplex Residential, and in particular, section 6.3 (d) requirements for setbacks for interior side yard setback for principle use, of District of Port Hardy Zoning Bylaw No. 1010-2013, the minimum setback is 1.5 metres (4.92 feet).

AND WHEREAS the applicant, Andrea and Micah William, has requested a variance to reduce the interior side yard setback for the current structure to 0 metres (0 feet) for the property located at 6185 Hunt Street.

THEREFORE, BY A RESOLUTION of the Council of the District of Port Hardy on September 12, 2017, 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-02-2017 to vary the provisions of section 6.3 (d) of Port Hardy Zoning Bylaw No. 1010-2013, to:

- 1) Reduce the interior side yard setback for Principle Use from 1.5 metres to 0 metres on the south-east side of the property for the current structure only.

*With respect to the property legally described as Lot 14, Plan 57382, Section 30, Township 6
PID 018-442-897*

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-02-2017

Heather Nelson-Smith
Director of Corporate & Development Services

Certified on _____, 2017

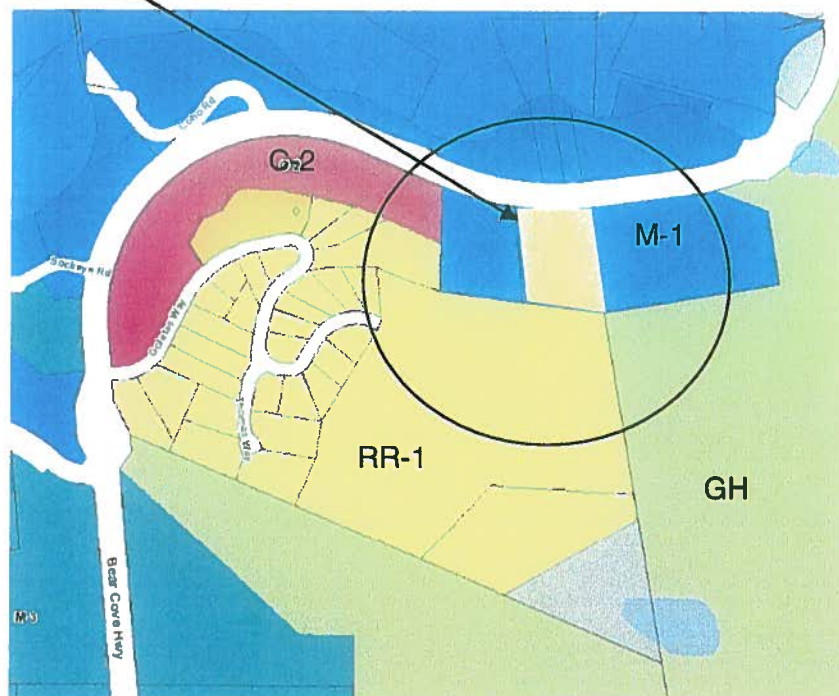
AGENDA



DISTRICT OF PORT HARDY STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate and Development Services
SUBJECT: Rezone Application Bear Cove Highway
DATE: September 6, 2017

Application has been made for the rezone of 6715 Bear Cove Highway, legally described as Lot A, Plan 59871, Section 32, Township 6, PID 018-956-173 from Marine Industrial to Rural Residential. (pictured below)



Adjacent properties have multiple zoning designations including Rural Residential, Marine Industrial, Commercial and General Holdings.

5715 Bear Cove Highway has an existing single-family dwelling on the property and the primary use is residential. The building does not conform with current zoning and should the building suffer 75% damage or more it would not be permitted to be rebuilt as it is currently used.

Recommendation:

THAT Council proceed with a first reading on bylaw 1069-2017 and proceed with a Public Hearing on September 19, 2017.

AGENDA

Respectfully submitted,

I agree with this recommendation,

Heather Nelson-Smith, DCS

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Allison McCarrick, CAO



DISTRICT OF PORT HARDY
BYLAW NO. 1069-2017

A Bylaw to Amend Zoning Bylaw No. 1010-2013

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Zoning Bylaw No. 1010-2013;

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

PART 1 CITATION

1.1 This bylaw may be cited for all purposes as the "District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1069-2017".

PART 2 AMENDMENTS

2.1 District of Port Hardy Zoning Bylaw No. 1010-2013 is hereby amended as follows:

- a) Rezone
Lot A, Section 32, Township 6, Rupert District, Plan VIP59871 PID 018-956-173 known by civic address 6715 Bear Cove Highway, from M-2 Marine Industrial to RR-1 Rural Residential as shown on Schedule "A" attached to and forming part of this bylaw.
- b) Schedule B: Zoning Map – Central is amended by changing the applicable zone of the property legally described as Lot A, Section 32, Township 6, Rupert District, Plan VIP59871 PID 018-956-173 known by civic address 6715 Bear Cove Highway to RR- Rural Residential.

PART 3 SEVERABILITY

3.1 If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

Read a first time the ___ day of _____, 2017
Public Hearing held the 19th day of September 2017.
Read a second time the ___ day of _____, 2017
Read a third time the ___ day of _____, 2017
Adopted on the ___ day of _____, 2017

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1069-2017 as adopted.

Director of Corporate Services

