



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
NOVEMBER 14, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

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

REGRETS: Adrian Maas, Director of Financial Services

MEDIA: N. I. Gazette **MEMBERS OF THE PUBLIC:** 2

A. CALL TO ORDER

Mayor Bood called the meeting to order at 7:03 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of November 14, 2017 be accepted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Special Council meeting held October 19, 2017.

Moved/Seconded/Carried

THAT the minutes of the Special Council meeting held October 19, 2017 be accepted as presented.

2. Minutes of the Committee of the Whole meeting held October 19, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Committee of the Whole meeting held October 19, 2017 be accepted as presented.

3. Minutes of the Committee of the Whole meeting held October 24, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Committee of the Whole meeting held October 24, 2017 be accepted as presented.

4. Minutes of the Regular Council meeting held October 24, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Regular Council meeting held October 24, 2017 be accepted as presented.

5. Minutes of the Special Council meeting held November 9, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Special Council meeting held November 9, 2017 be accepted as presented.

2017-173
AGENDA NOV 14/17
ACCEPTED

2017-174
SPECIAL COUNCIL
MEETING MINUTES
OCT 19/17
ACCEPTED

2017-175
COMM OF WHOLE
MEETING MINUTES
OCT 19/17
ACCEPTED

2017-176
COMM OF WHOLE
MEETING MINUTES
OCT 24/17
ACCEPTED

2017-177
REGULAR COUNCIL
MEETING MINUTES
OCT 24/17
ACCEPTED

2017-178
SPECIAL COUNCIL
MEETING MINUTES
NOV 9/17
ACCEPTED

D. DELEGATIONS

No delegations.

E. ACTION ITEMS

ACTION ITEMS

1. Council action items were received for information.

F. CORRESPONDENCE

1. Danyta Welch, Policy & Program Officer (Nov.1/17) re: 2017/18 (Fall) Regional Community to Community Forum – Funding approval, was received for information.

Council members commented that the last Community to Community Forum was well received and that they look forward to the next event.

2. John Bowman, President North Island College (Nov.6/17) re: November 1, 2017 North Island Gazette Article, “Concerns Raised Over NIC Move” was received for information.

Councillor Pat Corbett-Labatt commented that the move by North Island College to the Thunderbird Mall was to provide the best service and facilities and cost approximately \$1.4 million. The College investment shows that they are staying in the community and serving the North Island.

3. Nora Hayward (Nov 6/17) re: Memorial for James Hayward.

Mayor Bood advised that discussions regarding the memorial for James Hayward have been ongoing, have been done in a respectful way and the District will continue to work with the family for a solution suitable for both parties.

Allison McCarrick, CAO, updated Council on recent discussions with Nora Hayward regarding the memorial bench for James Hayward. The District’s offer to refurbish and supply a bench was accepted and the family will supply a plaque for the bench. As the family did not place the existing memorial they did not feel they have the right to agree to remove it.

Council directed staff to proceed with refurbishing a memorial bench in the memory of James Hayward.

2017-179
NO REMOVAL BY
DISTRICT OF
JAMES HAWYARD
MEMORIAL ON
GRANVILLE ST.

Moved/Seconded/Carried

THAT the District of Port Hardy does not remove the James Hayward memorial on Granville Street.

G. NEW BUSINESS

1. Angie Clance - Email to Mayor Bood (Oct.31/17) re: District support for Port Hardy Santa Claus Parade.

Councillor John Tidbury advised that the Lions Club will look after the insurance for the Santa Claus Parade.

Heather Nelson-Smith, Director of Corporate Services reviewed the options the District would have for entering into an agreement to take on the event.

Councillor Wishart joined the meeting at 7:16 pm.

2017-180
ROAD CLOSURES
FOR SANTA CLAUS
PARADE
APPROVED

Moved/Seconded/Carried

THAT the District of Port Hardy approves road closures as needed for the Santa Claus Parade.

H. COUNCIL REPORTS

Councillors Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, 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 Parks & Recreation Review Committee meeting held October 18, 2017 were received for information.
2. Draft minutes of the Tourism Advisory Committee meeting held October 30, 2017 were received for information.
3. Draft minutes of the Emergency Planning Committee meeting held October 30, 2017 were received for information.
4. Draft minutes of the Cannabis Advisory Planning Committee meeting held November 1, 2017 were received for information.

Recommendation to Council:

THAT Council review and distribute the Cannabis Survey for public comments with a return deadline of January 31, 2018.

- a. Heather Nelson-Smith, Director of Corporate Services (Nov.3/17) re: Cannabis Advisory Committee - Committee review and recommendation to Council

Heather Nelson-Smith, Director of Corporate Services reviewed the work done to date by the Cannabis Advisory Committee and advised that recommendations in the minutes will be reviewed and brought forward to Council after public input is received.

Council discussion included

- The Committee as a mechanism for preliminary planning and to provide guidelines to Council prior to regulatory action.
- Federal and Provincial regulations for recreational use have yet to be announced and may supersede the committee recommendations.
- Single use dispensaries vs multi-use dispensaries.
- Medical vs recreational marijuana dispensing.
- Survey as a best way to obtain public input on how the community wants to manage legal recreational use of cannabis in the community.

Moved/Seconded/Carried

THAT Council review and distribute the Cannabis Survey for public comments with a return deadline of January 31, 2018.

J. STAFF REPORTS

1. Accounts Payable for October 2017 was received for information.
2. Adrian Maas, Director of Finance (Nov.10/17) re: Municipal Regional District Tax (MRDT)

Moved/Seconded/Carried

THAT Council approve the 2018 Municipal Regional District Tax (MRDT) Tactical plan and annual budget.

3. Heather Nelson-Smith, Director of Corporate Services (Nov.7/17) re: Remembrance Day Road Closure. Ratification requested.

Moved/Seconded/Carried

THAT Council permit the road closure on Market Street for the Remembrance Day procession at Carrot Park on Saturday November 11, 2017.

2017-181
CANNABIS SURVEY
DISTRIBUTION
APPROVED

2017-182
2018 MRDT
TACTICAL PLAN
AND BUDGET
APPROVED

2017-183
ROAD CLOSURES
FOR REMEMBRANCE
DAY APPROVED.

4. Heather Nelson-Smith, Director of Corporate Services (Nov7/17) re: UBCM Community Emergency Preparedness Fund

Council reviewed the proposed application for \$22,700 in funding for the following:

- Storage (Sea Can behind Civic Centre) \$5,500.
- Add shelving to the Sea Can \$1,200.
- Development of a recruitment and retention plan including implementation \$1,500.
- Development of an ESS strategy, policy and operational guidelines \$1,000.
- Supplies including cots, sleeping bags etc. \$4,500.
- Totes, comfort kits and gear bags \$4,000.
- Justice Institute Training ESS \$5,000.

2017-184
APPLICATION FOR
GRANT FROM
UBCM FOR ESS
FUNDING
APPROVED

Moved/Seconded/Carried

THAT Council apply to the UBCM Community Emergency Preparedness Fund to purchase storage, supplies, develop operational plans, and provide training and recruitment strategies for the Port Hardy Emergency Social Services as recommended by the Director of Corporate Services.

5. Heather Nelson-Smith, Director of Corporate Services (Nov. 7/17) re: Finance Committee Recommendations to Council re: Water Reservoir and Water Main Upgrade.

2017-185
WATER RESERVOIR
AND WATER MAIN
UPGRADE AWARD

Moved/Seconded

THAT Council award Watermain Replacement, Fort Rupert Reservoir and Water Treatment Reservoir Site Development Project (Contract 1) to Island West Coast Excavation Ltd. for the tender amount of \$3,624,078.13 plus GST.

AND THAT Council award New Fort Rupert Reservoir and Replacement of Water Treatment Reservoir Project (Contract 2) to H2FLOW Tanks & Systems Inc. for the tender amount of \$1,236,539.00 plus GST.

AND THAT Council authorizes staff to carry a \$300,000 Contingency fund equal to 6% of the total Project budget to cover additional cost of Hydro and Telus connection to Fort Rupert site, system programming, quality assurance, archeological services, and unforeseen additional works and engineering services.

AND

Investment Accounts Process

THAT Council authorize staff to enter into an account agreement with CIBC Wood Gundy as per the Director of Finance report October 19, 2017.

AND THAT Council amend policy 2.22 Investment Policy section 2.1(v) to include Investment Accounts.

Mayor Bood discussed with Council the high dollar value of the tender, the need to stay in budget and concerns that a specified contingency fund may indicate it is acceptable for the project to go over budget. Mayor Bood suggested that Council proceed with the award with no specified contingency fund.

2017-186
AMEND MOTION
2017-185

Moved/Seconded/

THAT Council amends the motion and deletes the authorization for staff to carry a \$300,000 Contingency fund equal to 6% of the total Project budget to cover additional cost of Hydro and Telus connection to Fort Rupert site, system programming, quality assurance, archeological services, and unforeseen additional works and engineering services.

The Amendment to the motion was adopted.

The main motion, as amended, was adopted with the final wording of motion 2017-185

Water Reservoir and Water Main Upgrade

THAT Council award Watermain Replacement, Fort Rupert Reservoir and Water Treatment Reservoir Site Development Project (Contract 1) to Island West Coast Excavation Ltd. for the tender amount of \$3,624,078.13 plus GST.

AND THAT Council award New Fort Rupert Reservoir and Replacement of Water Treatment Reservoir Project (Contract 2) to H2FLOW Tanks & Systems Inc. for the tender amount of \$1,236,539.00 plus GST.

AND

Investment Accounts Process

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AND THAT Council amend policy 2.22 Investment Policy section 2.1(v) to include Investment Accounts.

Council discussed the procedures for staff to bring forward any project budget overruns to Council.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1071-2017 Revenue Anticipation Borrowing Bylaw. For Adoption.

Moved/Seconded/Carried

THAT Bylaw 1071-2017 Revenue Anticipation Borrowing Bylaw be adopted.

L. PENDING BYLAWS

Smoking Regulation Bylaw 1068-2017.

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.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:53 pm

CORRECT

APPROVED

Original signed by:

DIRECTOR OF
CORPORATE SERVICES

MAYOR

2017-187
BYL 1071-2017
REVENUE
ANTICIPATION
ADOPTED

2017-188
ADJOURNMENT

