



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY SEPTEMBER 25, 2018 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
Lynda Sowerby, Director Financial Services
Abbas Farahbakhsh, Director Operational Services
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY SEPTEMBER 25, 2018 - COUNCIL CHAMBERS - MUNICIPAL HALL**

<u>PAGE</u>		Time:
	A. CALL TO ORDER	
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required.	1. 2.
	C. ADOPTION OF MINUTES	
1-2	1. Minutes of the Special Council meeting held August 14, 2018.	
	Motion required.	1. 2.
3-4	2. Minutes of the Committee of the Whole meeting held August 14, 2018.	
	Motion required.	1. 2.
5-9	3. Minutes of the Regular Council meeting held August 14, 2018.	
	Motion required.	1. 2.
10-13	4. Minutes of the Public Hearing held September 5, 2018.	
	Motion required.	1. 2.
14-15	5. Minutes of the Special Council meeting held September 5, 2018.	
	Motion required.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	No delegations.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
16-17	1. Council Action Items. For information.	
	F. NEW BUSINESS	
	None in agenda package.	
	G. CORRESPONDENCE	
18-20	1. Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs & Housing and Gary MacIsaac, Executive Director, UBCM (Aug15/18) re: 2017 reporting year for Green House Gas emissions. For information.	
21-24	2. Letter from Medical Health Officers (Sept.10/18) re: Public health approach to non-medical cannabis. For information.	
25-26	3. News Release: Province of British Columbia (Sept 12/18) re: New infrastructure investments. For information.	
27	4. Leslie Driemel, Chair Port Hardy Twinning Society (Sept 17/18) re: Request Council to host a welcome reception for the delegation from Numata.	
	Motion / direction	1. 2.
28-29	5. Lourens Le Roux, Pathfinder Development Corporation (Sept.20/18) re: Request for letter of support in principle for the funding application to BC Housing by the Gwa'sala-'Nakwaxda'xw Nation for of the multifamily rental housing development property at 8905 Park Drive.	
	Motion / direction	1. 2.

DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY SEPTEMBER 25, 2018 - COUNCIL CHAMBERS - MUNICIPAL HALL

H. COUNCIL REPORTS

1. Verbal Reports from Council members.

I. COMMITTEE REPORTS

- 30-32 1. Draft minutes of the Parks, Recreation, Arts & Culture Committee meeting held August 15, 2018. For information.

Draft Director of Community Services Job Description

- 33-35 *Recommendation to Council: THAT the amendments to CP7.3 Director of Community Services be accepted and THAT the financial obligation for the position be considered in the 2019 budget.*

Motion / direction 1. 2.

- 36-38 2. Draft minutes of the Operational Services Committee meeting held August 27, 2018. For information.

- 39-41 3. Draft minutes of the Community Consultative Committee Meeting held August 28, 2018. For information.

4. First Nations Relations Committee meeting held September 25, 2018.

- 42 Re: Email from Travis Hall, Heiltsuk Tribal Council to Councillors Corbett-Labatt and Robertson (Sept.10/18) re: Request a letter be sent to BC Ferries supporting the return of mid-week Prince Rupert Kitasoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing.

Recommendation (Pending): THAT Council write a letter to BC Ferries supporting the return of mid-week Prince Rupert Kitasoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing.

Motion / direction 1. 2.

- 43-44 5. Draft minutes of the Parks, Recreation Arts & Culture Committee meeting held September 19, 2018. For information.

J. STAFF REPORTS

- 45-47 1. Accounts Payable August 2018. For information.

- 48 2. Heather Nelson-Smith, Director Corporate Services, Verbal Report re: Council Policy #CP9.2, Liquor and Cannabis Licensing Process Policy.

Motion / direction 1. 2.

- 49-50 3. Heather Nelson-Smith, Director Corporate Services, (Sept.12/18) re: AVICC Host Community.

Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 51-52 1. Bylaw 1083-2018, A Bylaw to Provide for the Payment of Council Members Remuneration and Expenses. For Adoption.

Motion required. 1. 2

- 53-54 2. Bylaw 1084-2018, A Bylaw to Amend Official Community Plan Bylaw 15-2011. To: Amend MAP 1 LAND-USE of Appendix A – Mapping, is amended by changing the land use designation for the property legally described as Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive from CD-1: Comprehensive Development Zone 1 to P-2: Institutional. For Second Reading, Third Reading and Adoption.

Motion required. 1. 2



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY AUGUST 14, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Finance

REGRETS: Councillors Dennis Dugas, Leightan Wishart

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

A. CALL TO ORDER

Mayor Bood called the meeting to order at 5:57 pm.

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council August 14, 2018 be accepted as presented.

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

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

Subject matter related to *Community Charter 90-1*:

Section 90 1(a) *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*

Section 90 1(d) *the security of the property of the municipality.*

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 subject matter related to *Community Charter*.

Section 90 1(a) *personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*

Section 90 1(d) *the security of the property of the municipality.*

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;*

SC2018-019
AGENDA AUG
14/18
ACCEPTED
AS
PRESENTED

SC2018-020
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90 1 (a),
(d) & (k)

D. ADJOURNMENT

SC2018-021
ADJOURNED
TO
RECONVENE

Moved/Seconded/Carried

THAT the meeting be adjourned to reconvene following the regular meeting of Council. Time: 6:28 pm

The Special Meeting reconvened.

Time: 8:06 pm

SC2018-022
ADJOURNED

Moved

THAT the Special Meeting of Council adjourn.

Time: 8:48 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
TUESDAY AUGUST 14, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Finance

REGRETS: Councillors Dennis Dugas, Leightan Wishart

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

A. CALL TO ORDER

Mayor Bood called the meeting to order at 6:30 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Committee of the Whole meeting of August 14, 2018 be accepted as presented.

C. DELEGATION

1. RCMP Staff Sgt. Wes Olsen / Cpl. Martin Giguere re: Quarterly Report to Council, e: Quarterly Report to Council, April to June 2018.

RCMP stats: April – June 2018 were received for information.
RCMP stats: April – June 2017 were received for information.

Staff Sergeant Olsen provided an overview of the RCMP activities for the second quarter of 2018. The review included numbers and types of case files and comparisons of the same period in 2017.

Council discussion with Staff Sgt. Olsen included:

- Intoxication in public and how tickets are issued.
- Process for tracking offences include verbal warning tickets and criminal charges as required.
- How other agencies like the Salvation Army are assisting with the reduction in prisoners held.
- High priority of Council to reduce intoxication in public and District staff have assisted by removing brush in parks to improve visibility.
- Noise violations mostly from apartments.
- Thefts from vehicles has significantly reduced since last year, partially due to due diligence by property owners obtaining surveillance equipment.
- Standard Field Sobriety Tests will be used for roadside screening of cannabis.
- Training courses are being provided to RCMP to be ready for new cannabis regulations.

D. NEW BUSINESS

None

COW 2018-035
APPROVAL OF
AGENDA AS
PRESENTED

DELEGATION
RCMP RE:
QUARTERLY
REPORT (APR-
JUNE/18).

E. ADJOURNMENT

COW 2018-036
ADJOURNMENT

MOVED
THAT the Committee of the Whole adjourn.

Time: 7:00 pm

CORRECT

APPROVED

DIRECTOR
OF CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
AUGUST 14, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Finance

REGRETS: Councillors Dennis Dugas and Leightan Wishart

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

A. CALL TO ORDER

Mayor Hank Bood called the meeting to order at 7:05pm 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 14, 2018 be accepted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Committee of the Whole meeting held July 6, 2018.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held July 6, 2018 be accepted.

2. Minutes of the Committee of the Whole meeting held July 10, 2018.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held July 10, 2018 be accepted.

3. Minutes of the Regular Council meeting held July 10, 2018.

Moved/Seconded/Carried

THAT the minutes of the Regular Council meeting held July 10, 2018 be accepted.

4. Minutes of the Committee of the Whole meeting held July 18, 2018.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held July 18, 2018 be accepted.

D. DELEGATIONS

1. Brent Borg, Fire Chief re: Quarterly Report to Council, April - June 2018.

Brent Borg, Fire Chief reviewed the activities of Port Hardy Fire Rescue for the months of April to June 2018. Review and discussion with Council included:

2018-146
AGENDA
AUGUST 14/18
ACCEPTED

2018-147
COW MEETING
MINUTES JULY 6/18
ACCEPTED

2018-148
COW MINUTES
JULY 10/18
ACCEPTED

2018-149
REGULAR COUNCIL
MINUTES JULY
10/18 ACCEPTED

2018-150
COW MINUTES
JULY 18/18
ACCEPTED

DELEGATION
B.BORG, FIRE
CHIEF, PHFR

- Hall #1 received a fresh coat of paint and new windows.
- Type and number of calls.
- Increased BCEHS calls over the past quarter. Chief Borg will be looking at the statistics and inquiring in the fall.
- Attended the Fire Chief's convention in Victoria.
- Training.
- Membership at Fire Hall #1 has been static and continued challenges of increasing membership at Fire Hall #2.
- Community involvement including hosting the Hospital Auxiliary dinner, Local Heroes event, Relay for Life and the 2018 grad drive around.
- Successful 50th anniversary event.
- Total member hours for the quarter were 7332.
- Automatic Aid Agreements to be considered for Port Hardy.
- Fire Underwriters will be assessing Port Hardy in 2019.
- Forest fires after lightening storm this past weekend.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

1. Action Items

Council action items were received for information.

F. NEW BUSINESS

No New Business

G. CORRESPONDENCE

1. Email from Office of the Premier (July 17/18) re: Reply to Council letter of June 29, 2018 regarding the Wild Salmon Advisory Commission was received for information.

Council requested staff follow up with a letter to Premier Horgan requesting the composition of the panel of the Wild Salmon Advisory Commission encompass representation from in and around Port Hardy.

2. Email from Joli White, Vancouver Island North Tourism re: Request from Tom Hermance, President, Bella Coola Valley Tourism for letter of support requesting BC Ferries schedule a mid-May start for 2019 Route 28 ferry service.

Moved/Seconded/Carried

THAT the District of Port Hardy support Bella Coola Valley Tourism's request to BC Ferries to have 2019 Northern Sea Wolf / Route 28 sailings begin in mid-May rather than mid-June.

3. Lieutenant-Colonel P.V Ursich, Commander 39 Territorial Battalion Group, 39 Canadian Brigade, National Defense (July 18/18) re: Thank you for supporting Ranger Glen Catarata was received for information.

Council requested that staff contact Glen Catarata and thank him for his contributions.

4. Wendy Booth, UBCM President (July 20/18) re: Gas Tax Agreement Community Works Fund Payment of \$116,110.99 was received for information.

5. S/Sgt. Wes Olsen – Port Hardy RCMP Detachment Commander (July 2018) re: Request for letter of support for Indigenous Court for northern Vancouver Island.

Moved/Seconded/Carried

THAT the District of Port Hardy write a letter in support of the formation of an Indigenous Court on Northern Vancouver Island.

2018-151
SUPPORT LETTER
BC FERRIES 2019
ROUTE 28
SAILINGS

2018-152
SUPPORT
INDIGENOUS
COURT ON N.VAN.
ISLAND

2018-153
SUPPORT VIEA
APPLICATION TO
RURAL DIVIDEND
APPLICATION

6. George Hanson, President Vancouver Island Economic Alliance (Aug.2/18) re: Request for a letter of support for our application for Rural Dividend funding to work with industry, community and First Nations stakeholders to pilot ideas for waste wood recovery and fuel reduction to improve industry access to fibre and mitigate fire hazard.

Moved/Seconded/Carried

THAT the District of Port Hardy support the application by the Vancouver Island Economic Alliance to the Rural Dividend fund for a pilot project to work with industry, community and First Nations stakeholders for waste wood recovery and fuel reduction to improve industry access to fibre and mitigate fire hazard.

7. Council letter of support for Seven Hills Golf and Country Club request for letter of support for application to the BC Rural Dividend Fund. Previously approved by email.

Moved/Seconded/Carried

THAT Council provide a letter of support to Seven Hills Golf and Country Club towards their application to the BC Rural Dividend program to assist in assessing the Golf Club's operations, create and enhance their business profile by growing membership and improving promotion.

8. Council letter of support for Regional District of Mount Waddington application to the BC Rural Dividend Fund re: Cabins on the North Coast Trail. Previously approved by email.

Moved/Seconded/Carried

THAT Council provide a letter of support to the Regional District of Mount Waddington towards their application to the BC Rural Dividend program for the North Coast Trail Cabin project.

H. COUNCIL REPORTS

Councillors Pat Corbett-Labatt, Rick Marcotte, Fred Robertson, and John Tidbury reported on their recent meetings and other activities they attended and/or undertook on behalf of the District.

Councillor Tidbury requested that Council raise concerns regarding the condition of Holberg Road from Port Hardy to Nahwitti.

Mayor Bood congratulated the FILOMI Days Society for another amazing event.

I. COMMITTEE REPORTS

1. Draft minutes of First Nations Relations Committee meeting held July 10, 2018 were received for information.
2. Draft minutes of the Operational Services Committee meeting held July 16, 2018 were received for information.

The Operational Services Committee Recommends:

- a) THAT Council amend Bylaw 1050-2016 as follows:
Sec 3.1(v):

From: use water to wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required by law to comply with health or safety regulations

To: use water to wash sidewalks, driveways, parking lots, exterior windows, exterior building surfaces, fences, retaining walls and all accessory buildings, structures except as necessary for applying a product such as paint, preservative

2018-154
SUPPORT SEVEN
HILLS GOLF AND
COUNTRY CLUB
RURAL DIVIDEND
APPLICATION

2018-155
SUPPORT RDMW
NORTH COAST
RURAL DIVIDEND
APPLICATION

COUNCIL
REPORTS

and stucco, preparing a surface prior to paving or repainting bricks, or if required by law to comply with health or safety regulations; and

Sec 3.2(c):

From: Commercial operations requiring the use of water to further business.

To: Commercial operations requiring the use of water to continue and maintain current service levels of its business operations.

2018-156
AMEND BYL 1050-
2016 SEC 3.1(V)
AND SEC 3.2(C)

Moved/Seconded/Carried

THAT Council direct staff to amend Water Conservation Bylaw 1050-2016 as recommended by the Operational Services Committee namely;

Sec 3.1(v):

From: use water to wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces, except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repointing bricks, or if required by law to comply with health or safety regulations

To: use water to wash sidewalks, driveways, parking lots, exterior windows, exterior building surfaces, fences, retaining walls and all accessory buildings, structures except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repainting bricks, or if required by law to comply with health or safety regulations and;

Sec 3.2(c):

From: Commercial operations requiring the use of water to further business.

To: Commercial operations requiring the use of water to continue and maintain current service levels of its business operations.

b) THAT Council direct staff to survey local businesses over the winter months to see if they are open to a ban on plastic bags.

2018-157
PLASTIC BAG
SURVEY

Moved/Seconded/Carried

THAT Council direct staff to survey local businesses over the winter months to see if they are open to a ban on single use plastic products.

3. Draft minutes of the Parks, Recreation Arts & Culture Committee meeting held July 18, 2018 were received for information.
4. Draft minutes of the Emergency Planning Committee meeting held July 30, 2018 were received for information.

J. STAFF REPORTS

1. Accounts Payable for July 2018 was received for information.
2. Allison McCarrick, CAO (Aug.14/18) re: Master Services Agreement for Curbside Recycling Collection Services.

2018-158
RENEW MMBC
RECYCLING LTD
MASTER SERVICES
AGREEMENT

Moved/Seconded/Carried

THAT Council authorize staff to renew the Master Services Agreement with MMBC Recycling Inc. (Multi-Material BC) for a further five-year term.

3. Heather Nelson-Smith, Director Corporate Services (Aug 1/18) re: Application for Development Variance Permit – 8730 Seaview Drive

Moved/Seconded/Carried

THAT Council approves Development Variance Permit DVP-02-2018 to vary the provisions of section 6.3 (d) of Port Hardy Zoning Bylaw No. 1010-2013, to:

- 1) Reduce the principal use building front yard setback in the R-2 Zone from 7.6 metres to 3 metres to accommodate an increased entry and stairs; and
- 2) Reduce the principal use building front yard setback in the R-2 Zone from

2018-159
APPROVE DVP-02-
2018 AT 8730
SEAVIEW DRIVE

7. 6 metres to 5.70 metres to accommodate deck space.
With respect to the property legally described as Lot 11, Block A, Section 1, Plan 21541, Township 8, PID 003-412-822.

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

- 4. Lynda Sowerby, Director Financial Services (Aug 14/18) re: Business License application for a Cannabis Retail store –User Rates & Fees 2018.

2018-160
STAFF TO AMEND
BYL 1073-2017

Moved/Seconded/Carried

THAT staff amend Bylaw 1073-2017 User Rates & Fees 2018; namely Schedule F To remain the same as per Option A(1) and that Schedule N be amended as per Option B(1) and that Schedule N be amended as per Option C(2) in the Director of Finance report to Council dated August 14, 2018.

- 5. Lynda Sowerby, Director Financial Services (Aug 14/18) re: Mechanic Shop Lift Hoist Replacement.

2018-161
AUTHORIZE
PURCHASE OF LIFT
HOIST FROM
EQUIP. RESERVE

Moved/Seconded/Carried

THAT Council authorize the purchase of a new Mechanic Shop Lift Hoist with a lift capacity of 15,000lbs for an amount not to exceed \$24,000, to be funded from the Equipment Replacement Reserve.

K. CURRENT BYLAWS AND RESOLUTIONS

- 1. Heather Nelson-Smith, Director Corporate Services (Aug.1/18) re: 8625 Park Drive, OCP and Zoning Bylaw amendments were received for information.
 - a. Bylaw 1084-2018, a Bylaw to Amend Official Community Plan Bylaw 15-2011. To: Amend MAP 1 LAND-USE of Appendix A – Mapping, is amended by changing the land use designation for the property legally described as Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive from CD-1: Comprehensive Development Zone 1 to P-2: Institutional. For First Reading.

2018-162
BYL 1084-2018
AMEND OCP BYL
15-2011
FIRST READING

Moved/Seconded/Carried

THAT Bylaw 1084-2018, a Bylaw to Amend Official Community Plan Bylaw 15-2011 receive First Reading.

- b. Bylaw 1085-2018 A Bylaw to Amend Zoning Bylaw No. 1010-2013. To: Amend Zoning Map – West is amended by changing the applicable zone of the property legally described Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive to P-2: Institutional. For First Reading.

2018-163
BYL 1085-2018
AMEND ZONING
BYL 1010-2013
FIRST READING

Moved/Seconded/Carried

THAT Bylaw 1085-2018, a bylaw to Amend Zoning Bylaw No. 1010-2013 receive First Reading.

L. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 8:02pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

2018-164
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
PUBLIC HEARING HELD SEPTEMBER 5, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate & Development Services; Lynda Sowerby, Director of Financial Services

MEDIA: North Island Gazette & North Island Eagle

MEMBERS OF THE PUBLIC: Five

Mayor Hank Bood, called the Public Hearing to order at 1:00 pm.

Mayor Bood advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Official Community Plan Amendment Bylaw No. 1084-2018 and Zoning Amendment Bylaw No. 1085-2018. He indicated a copy of the proposed Bylaws are available at the table by the entrance to the Council Chambers.

Mayor Hank Bood advised that notice of this public hearing was published in the North Island Gazette on August 23 and 29, the North Island Eagle on August 31, 2018, and were posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, BC. A notice was mailed to the owners of five (5) properties within 50 metres of the subject property and the notice was posted on the District website, Facebook and Twitter.

Mayor Bood indicated that all persons who believe that their interests are affected by proposed bylaws No. 1084-2018 and 1085-2018 will be given an opportunity to be heard respecting matters contained in the Bylaws.

The Director of Development Services then reviewed the bylaws and explained the intent of the proposed changes to the bylaws.

Bylaw 1084-2018 Official Community Plan Amendment

- i) MAP 1 LAND-USE of Appendix A – Mapping, is amended by changing the land use designation for the property legally described as *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive from CD-1: Comprehensive Development Zone 1 to P-2: Institutional* as shown on Schedule 'A' which is attached to and forms part of this Bylaw.

Bylaw 1085- 2018 Zoning Amendment

- a) Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive* to P-2: Institutional.

Which permits the following principal uses:

- (1) Activities Directed at Protecting and / or Enhancing the Natural Environment
- (2) Assembly
- (3) Civic Use
- (4) Community Care Facility
- (5) Day Care Facility

-
- (6) Hospital
 - (7) Recreational Facilities and Sports Fields
 - (8) Education Services
 - (9) Exhibition Grounds
 - (10) Family Resource Centre
 - (11) Professional Service Establishments - see section 10.2(c)(2)
 - (12) Funeral Homes (Added: BYL 1052-2016)

The Director of Corporate Services reported to Council that no comments were received in advance of the Public hearing to share with the Council.

Mayor Bood called the first time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

No comments.

Mayor Bood called the second time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

No comments.

Mayor Bood called the third time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

No comments.

Mayor Bood a final time for speakers to the proposed amendment Bylaws 1084-2018 and 1085-2018.

No comments.

No final comments or input was forthcoming.

No written submissions were received at this time.

The Public Hearing was adjourned at 1:10 pm to reconvene at 6:00 pm.

Mayor Bood reopened the Public Hearing at 6:00pm.

Mayor Bood advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Official Community Plan Amendment Bylaw No. 1084-2018 and Zoning Amendment Bylaw No. 1085-2018. He indicated a copy of the proposed Bylaws are available at the table by the entrance to the Council Chambers.

Mayor Hank Bood advised that notice of this public hearing was published in the North Island Gazette on August 23 and 29, the North Island Eagle on August 31, 2018, and were posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, BC. A notice was mailed to the owners of five (5) properties within 50 metres of the subject property and the notice was posted on the District website, Facebook and Twitter.

Mayor Bood indicated that all persons who believe that their interests are affected by proposed bylaws No. 1084-2018 and 1085-2018 will be given an opportunity to be heard respecting matters contained in the Bylaws.

The Director of Development Services then reviewed the bylaws and explained the intent of the proposed changes to the bylaws.

Bylaw 1084-2018 Official Community Plan Amendment

- ii) MAP 1 LAND-USE of Appendix A – Mapping, is amended by changing the land use designation for the property legally described as *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive from CD-1: Comprehensive Development Zone 1 to P-2: Institutional* as shown on Schedule 'A' which is attached to and forms part of this Bylaw.

Bylaw 1085- 2018 Zoning Amendment

- b) Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive* to P-2: Institutional.

Which permits the following principal uses:

- (1) Activities Directed at Protecting and / or Enhancing the Natural Environment
- (2) Assembly
- (3) Civic Use
- (4) Community Care Facility
- (5) Day Care Facility
- (6) Hospital
- (7) Recreational Facilities and Sports Fields
- (8) Education Services
- (9) Exhibition Grounds
- (10) Family Resource Centre
- (11) Professional Service Establishments - see section 10.2(c)(2)
- (12) Funeral Homes (Added: BYL 1052-2016)

Mayor Bood called the first time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

Tammi Kernachan. 8320 Devon Road

Have a question, for the proposed area for this Long House and the proposed rezoning for this Long House, I have been told by people who live on reserve that there is room for this long house to be built on reserve. What is the reason for the Long House to be built in the proposed location? Is it because the new hotel will benefit from the tourism advantage from visits to the Long House and ceremonies as the hotel was planning a smoke house, but it hasn't completed that portion of the project to date. I don't have a problem, the new hotel is beautiful, but some people are wondering.

Mayor Bood

Every property owner in Port Hardy has the opportunity to apply for a rezone on their property.

Heather Nelson-Smith, Director of Corporate and Development Services

The applicant didn't state the reasons for site preference, but in the staff report an excerpt from the application states: *The Big House is an essential component to the well-being of the Gwa'sala-'Nakwaxda'xw Nation. It is the center of cultural, traditional, spiritual, and other ceremonies of the community and promotes these values through dance, artistic works and celebrations.*

No other comments were received during the first call for speakers.

Mayor Bood called the second time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

Tammi Kernachan. 8320 Devon Road

Don't get me wrong the first nations down there on reserve don't have a big house and now they will have one and hopefully it will benefit the new hotel and that there is a connection.

No other comments were received during the second call for speakers.

Mayor Bood called again for speakers to the proposed amendment Bylaws 1084-2018 and 1085-2018.

Tammi Kernachan. 8320 Devon Road

At the last public hearing (8700 Park Drive), wasn't here for that hearing but saw on Facebook that there was a helicopter flying over Seaview Drive above the property and above the eagle's nest. I would like to see respect for the eagle's nest if they are developing near it and see nothing happen with the nest. All of us on Facebook have been discussing it. The Developer stated at that public hearing that the wildlife would be protected and then a helicopter flies over and I don't like it.

Don Kattler, 3-4100 Byng Road

Just wanted to state for the public record that this is a great initiative for Gwa'sala-Nakwaxda'xw Nation and to offer congratulations.

No other comments were received during the third call for speakers.

Mayor Bood called a final time for speakers to the proposed amendment bylaws 1084-2018 and 1085-2018.

No final comments or input was forthcoming.

No written submissions were received.

CERTIFIED CORRECT:

DIRECTOR
OF CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
WEDNESDAY SEPTEMBER 5, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Finance

REGRETS: None

MEDIA: N.I. Gazette

MEMBERS OF THE PUBLIC: None

A. CALL TO ORDER

Mayor Bood called the meeting to order at 2:02 pm

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council September 5, 2018 be accepted as presented.

C. STAFF REPORTS

1. Heather Nelson-Smith, Director of Corporate Services August 24, 2018 Development Permit 7305 Market Street.

Moved/Seconded/Carried

THAT Council approves Development Permit DP-01-2018 to renovate the exterior of the building to accommodate a new peaked roof for the property located at 7305 Market Street, legally described as PCL A (DD223130I) AND Lots 19 and 20, Block 4, Section 36, Township, Plan 2178, PID 006-455-611, 006-455-662 and 006-455-743

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

2. Heather Nelson-Smith, Director of Corporate Services August 24, 2018 8905 Park Drive Rezoning Application.

Discussion included:

- Location of commercial opportunities.
- Setting size limits on commercial space.
- Prohibiting commercial businesses.
- Official Community Plan supports mixed residential commercial opportunities.
- Boutique stores and specialty vs large commercial buildings.
- Remove restaurants from zone.
- Parking and traffic concerns.

3. Allison McCarrick, CAO Verbal report UBCM Convention.

UBCM binders have been prepared with meeting schedules and have been distributed to Council and should there be any concerns prior to or during the convention Council should discuss with CAO Allison McCarrick. Council thanked Leslie Driemel for organizing the week.

SC2018-023
AGENDA SEP
5/18
ACCEPTED
AS
PRESENTED

SC2018-024
APPROVE DP
01-2018 7305
MARKET
STREET

SC2018-025
ADJOURNED

D. ADJOURNMENT

Moved

THAT the Special Meeting of Council adjourn.

Time: 2:33 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

ITEM	ACTION REGULAR MEETING August 14, 2018	WHO	STATUS /COMMENTS
Email from Office of the Premier (July17/18) re: Reply to Council letter of June 29, 2018 regarding the Wild Salmon Advisory Commission	Direction to Staff: follow up with a letter to Premier Horgan requesting the composition of the panel of the Wild Salmon Advisory Commission encompass representation from in and around Port Hardy. - Write letter as directed	AMc	Done
Joli White, Vancouver Island North Tourism re: Request from Tom Hermance, President, Bella Coola Valley Tourism for letter of support requesting BC Ferries schedule a mid-May start for 2019 Route 28 ferry service.	Approved: Letter of support - Write letter as directed	HN-S	Done
Lieutenant-Colonel P.V Ursich, 39 Canadian Brigade, National Defense re: Thank you for supporting Ranger Glen Catarata	Direction to Staff: Contact Glen Catarata and thank him for contributions.	AMc	Done
S/Sgt. Wes Olsen – Port Hardy RCMP Detachment Commander re: Request for letter of support for Indigenous Court for northern Vancouver Island.	Approved: Letter in support of the formation of an Indigenous Court on Northern Vancouver Island. -Write letter as directed	AMc	Done
George Hanson, President VIEA re: Request for a letter of support for our application for Rural Dividend funding to work with industry, community and First Nations stakeholders to pilot ideas for waste wood recovery and fuel reduction to improve industry access to fibre and mitigate fire hazard.	Approved: Support the application by the VIEA to the Rural Dividend fund -write letter as directed.	HN-S	Done
Council letter of support for Seven Hills Golf and Country Club request for letter of support for application to the BC Rural Dividend Fund. <i>Previously approved by email.</i>	Approved: letter of support to Seven Hills Golf and Country Club towards their application to the BC Rural Dividend Fund	HN-S	Done
Council letter of support for Regional District of Mount Waddington application to the BC Rural Dividend Fund re: Cabins on the North Coast Trail. <i>Previously approved by email.</i>	Approved: letter of support to the RDMW towards their application to the BC Rural Dividend program for the North Coast Trail Cabin project.	HN-S	Done
Draft minutes of the Operational Services Committee meeting held July 16, 2018. a. Recommendation to amend Bylaw 1050-2016: Sec 3.1(v) and Sec 3.2(c): b) Recommendation that Council direct staff to survey local businesses over the winter months to see if they are open to a ban on plastic bags.	Approved: a. Amendments to BYL 1050-2016 as recommended for Sec 3.1(v): and Sec 3.2(c) -Amend Bylaw b. Approved: Direction to Staff to survey local businesses over the winter months to see if they are open to a ban on single use plastic products -Conduct survey in winter months as directed	HN-S HN-S	Agenda: September 25 Winter project
Allison McCarrick, CAO (Aug.14/18) re: Master Services Agreement for Curbside Recycling Collection Services.	Approved: - Renew Agreement as directed.	AMc	Done
Heather Nelson-Smith, Director Corporate Services (Aug 1/18) re: Application for Development Variance Permit – 8730 Seaview Drive	Approved: Development Variance Permit DVP-02-2018 and DCS authorized to execute the permit accordingly. -Issue permit	HN-S	Done

Lynda Sowerby, Director Financial Services (Aug 14/18) re: Business License application for a Cannabis Retail store –User Rates & Fees 2018.	Approved: Amend Bylaw THAT staff amend Bylaw 1073-2017 User Rates & Fees 2018; Schedule F To remain the same as per Option A (1) and that Schedule N be amended as per Option B (1) and that Schedule N be amended as per Option C (2) in the Director of Finance report to Council dated August 14, 2018. -Amend Bylaw	LS	Agenda: September 25
Lynda Sowerby, Director Financial Services (Aug 14/18) re: Mechanic Shop Lift Hoist Replacement.	Approved: the purchase of a new Mechanic Shop Lift Hoist as recommended - Purchase hoist as directed	LS	
ITEM	ACTION REGULAR MEETING July 10, 2018	WHO	STATUS /COMMENTS
L Dyck Planning Group re: PlanH grant application	Approved: DPH submit the grant application for \$5,000 AND THAT if the application is successful the DPH provide staff support to file and financially administer grant, provide an in-kind donation of Civic Center use for up to two events and social media advertising of event. -Administer grant finances -Arrange in kind use of civic center and advertise as requested	LS HN-S	Agenda September 25 Grant Approved
Hosting AVICC Convention	Staff to investigate the process to host	HN-S	Staff report to follow
ITEM	ACTION REGULAR MEETING June 26, 2018	WHO	STATUS /COMMENTS
Rainbow Crosswalk	Direction to staff, refer to 2019 budget discussions	LS	
ITEM	ACTION REGULAR MEETING June 12, 2018	WHO	STATUS /COMMENTS
State of the Island Economic Summit Oct 24-25, 2018	Approved: to register 2 council members	LD	Done: 1 Registration



GREEN COMMUNITIES
COMMITTEE



AGENDA

Ref: 238247

August 15, 2018

His Worship Mayor Hank Bood and Councillors
District of Port Hardy
PO Box 68
Port Hardy BC V0N 2P0

Dear Mayor Bood and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to undertake significant corporate or community-wide climate action to reduce GHG emissions in the 2017 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and demonstrated significant climate action (corporately or community-wide) to reduce GHG emissions for the 2017 reporting year, you have been awarded Level 3 recognition – 'Accelerating Progress on Charter Commitments'.

.../2



Mayor Bood and Councillors
Page 2

In recognition of your significant achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2017 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a *BC Climate Action Community 2017 – Climate Leader* window decal, for use on public buildings.

Congratulations again on your continually improving achievement. We applaud your leadership and wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality, and your efforts to reduce emissions in the broader community.

Sincerely,

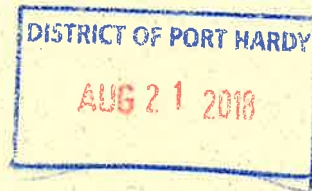
A handwritten signature in blue ink, appearing to read "Tara Faganello".

Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing

A handwritten signature in black ink, appearing to read "Gary MacIsaac".

Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures



GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (*Recognition Program*) for the 2017 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (*Charter*) signatory on their *Charter* commitments. Recognition is provided according to the following:

Level 1: Demonstrating Progress on Charter Commitments

Local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments receive a letter from the GCC acknowledging their accomplishments.

Level 2: Measuring GHG Emissions

Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their [community's community energy and emissions inventory](#) receive a letter from the GCC and a 'BC Climate Action Community 2017' logo, for use on websites, letterhead, etc.

Level 3: Accelerating Progress on Charter Commitments

Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader' logo, for use on websites, letterhead, etc.

Level 4: Achievement of Carbon Neutrality

Local governments that achieve [carbon neutrality](#) in the reporting year receive a letter from the GCC and a 'BC Climate Action Community 2017 – Climate Leader - Carbon Neutral' logo, for use on websites, letterhead, etc.

To be eligible for the *Recognition Program*, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the *Recognition Program* are based on the information included in each local government's annual CARIP public report. For more information on CARIP and the public reporting requirements go to:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip>



**Office of the
Chief Medical
Health Officer**

September 10, 2018

Dear:
Mayor and Council – Municipal Governments,
Chair and Directors – Regional Districts
Chief and Council – First Nations

Re: A Public Health Approach to Non-Medical Cannabis

Dried cannabis, cannabis oils and seeds will be legalized in Canada on October 17, 2018. Evidence suggests that the prohibition of cannabis has not achieved the intended objective of reducing use and associated harms. Legalization with regulation has been recommended as likely more effective.¹ In implementing these changes, a balance between the intended benefits and expected harms must be achieved. Island Health Medical Health Officers (MHOs), in addition to other MHOs provincially, support a public health approach to cannabis access and use²³. Such an approach includes legalization with market regulation aimed at protecting and promoting health while allowing access at levels that reduce the negative outcomes associated with illicit distribution.

Multiple sectors of society, and all levels of government, have roles to play in a comprehensive public health approach to cannabis legalization. Local governments, in particular, can adopt regulations aimed at 1) reducing youth exposure to non-medical cannabis, 2) reducing high-risk use in general (e.g., heavy or frequent use, use with other substances), and 3) unwanted exposure to second-hand cannabis smoke and vapour. Local governments can also support increasing public knowledge and awareness, to support risk reduction and de-stigmatization, without normalization or promotion.

Local governments' jurisdiction in zoning, land use, business licensing, building codes, nuisance and clean air by-laws, and enforcement, as well as their ability to advocate to higher levels of government, can all be leveraged to promote a public health approach to cannabis.⁴ Some specific areas of best practice⁵ where local governments can support a public health approach include:

1. Restrict public consumption of cannabis and exposure to environmental cannabis products. By limiting where cannabis can be consumed, local governments can reduce unwanted exposure to second-hand cannabis smoke or vapour, and can reduce the

COWICHAN AREA

250.331.8591

Shannon Waters
MD MHSc FRCPC
601-222 Cowichan Way
Duncan, BC V9L 6P4

NORTH ISLAND

250.331.8591

Charmaine Enns
MD, MHSc, FRCPC
355-11th Street
Courtenay, BC V9N 1S4

CENTRAL ISLAND

250.739.6304

Paul Hasselback
MD, MSc, FRCPC
3rd Floor 6475 Metral Drive
Nanaimo, BC V9T 2L9

SOUTH ISLAND

250.519.3406

Richard Stanwick, CMHO
MD, MSc, FRCPC, FAAP

Murray Fyfe
MD, MSc, FRCPC

Dee Hoyano
MD, FRCPC

430 –1900 Richmond Ave.
Victoria, BC V8R 4R2

After Hours On Call
1.800.204.6166

¹ Haden, M., Emerson, B. (2014). "A vision for cannabis regulation: a public health approach based on lessons learned from the regulation of tobacco and alcohol." *Open Medicine* 8(2)e73. Available online: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4085088/>

² Canadian Public Health Association's position statement on Legalization, Regulation, and Restriction of Access to Cannabis. Available online: <https://www.cpha.ca/sites/default/files/uploads/policy/positionstatements/cannabis-positionstatement-e.pdf>

³ Canadian Chief Medical Officers and Urban Public Health Network. (2016). Public health perspectives on cannabis policy and regulation. Available online: <http://uphn.ca/wo-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-S-ept-26-2016.pdf>

⁴ Federation of Canadian Municipalities. (2018). *Municipal Guide to Cannabis Legalization: A Roadmap for Canadian Governments*. Ottawa, ON: Federation of Canadian Municipalities.

⁵ Recommendations are derived from Peloquin R, Scarr J. (2017). *Cannabis Regulation and Youth: A Jurisdictional Review*. Vancouver: Child Health BC, and Tyler, I., Schwandt, M., Padhi, S. (2018). *Recommendations to support municipal bylaw development regulating cannabis access and use*. Surrey, BC: Fraser Health Authority.

visibility of cannabis consumption for youth, making it less normative, and more likely that youth delay initiation or never start:

- Prohibit public cannabis consumption wherever tobacco or alcohol consumption is already prohibited. This should include areas not covered by provincial legislation including enclosed public spaces, transit shelters, common areas of apartment buildings and community care facilities, and areas frequented by children and youth, such as parks, beaches, pools, playgrounds, and sports fields; and,
 - Prohibit smoking/vaping lounges, including mobile units; and,
 - Facilitate multi-unit dwelling policies that limit unwanted exposure to environmental cannabis emissions
2. Ensure local retail sales of non-medical cannabis should be limited to reduce the unintended exposure by youth and harmful patterns of consumption in the general population:
 - Restrict marketing of cannabis such as sandwich boards, exterior signage, flyers, and sign spinners;
 - Establish a minimum separation of 300 metres between cannabis retail outlets, to limit overall density of cannabis availability in the community;
 - Establish a minimum buffer zone of 300 metres and preferably 600 metres between cannabis retail outlets and schools, recreation centres, and other areas where children and youth frequent;
 - Ensure any site specific siting within 600 metres of schools and on major school transportation routes should actively involve the school community and school districts in ensuring impact on students is negligible, and,
 - Limit hours of sale to at least correspond with alcohol sale policy, while greater restriction would provide additional health and safety benefits.
 3. Include public messaging on safer use and potential risks in local government communications to residents.
 4. Limit personal use growth and small grow operations to reduce nuisance odour concerns in residential settings.
 5. Be cognizant of and prepared to revise local restrictions and limitations on cannabis when and if edible cannabis products for consumption are approved for sale. Exclusion of on-premise edible consumption is likely to be recommended as peak effects will be delayed in most circumstances to after the departure of consumers from the premises. The concurrent consumption of cannabis and alcohol is known to increase risk and zoning and approval decisions should dissuade co-consumption opportunities

Other restrictions are already required under provincial and/or federal law, but local government can reinforce and strengthen these restrictions through setting higher standards, imposing additional penalties, and of course enforcement actions. The Municipal Guide to Cannabis Legalization, published by the Federation of Canadian Municipalities, which provides extensive practical guidance on these matters is a good resource to consult.

Certain specific recommendations may not be feasible in very small communities, e.g. relating to the physical separation of cannabis retail from areas where youth congregate. We still encourage local governments to follow the spirit, if not the letter, of the recommendations, e.g. striving for whatever physical separation is possible.

Island Health Medical Health Officers and colleagues across the province strongly caution against pursuing economic gain from the legalization of non-medical cannabis use. When cannabis production and sales are

significantly motivated by revenue generation, this creates an incentive to encourage greater cannabis consumption by the public, and a disincentive to establishing appropriate restrictions on cannabis availability. The recommendation to legalize cannabis for non-medical purposes was driven in part by reducing the ongoing violence and negative health impacts caused by the illicit drug trade. Promoting and protecting health should remain the primary concern within a legalized environment.⁶ Revenue generated should be used to fund education, health promotion activities, and/or data collection and analyses that support the overall public health-related goals of cannabis legalization⁷.

Alcohol, tobacco, and opioids continue to cause a greater overall burden of disease and injury than cannabis. Local governments are encouraged to take the opportunity from the upcoming legislative changes to cannabis, to review how the harms associated with other substances, might also be reduced through local government action. For example, restrictions on public consumption should include cannabis, tobacco, e-cigarettes, and other combustible products; and many of the strategies we recommend to reduce harm from cannabis consumption through limits on access and buffer zones, should also apply to alcohol and tobacco retail.

Cannabis legalization represents both an opportunity and a challenge for local governments to foster the development of healthy, vibrant communities across BC. The above public health recommendations can be integral to local cannabis policy development. For more information, or to further discuss your community's approach to non-medical cannabis or other substances, feel welcome to connect with your local Medical Health Officer.



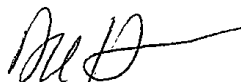
Paul Hasselback, MD, MSc, FRCPC
Medical Health Officer



Charmaine Enns, MD, MHSc, FRCPC
Medical Health Officer



Shannon Waters, MD, MHSc, FRCPC
Medical Health Officer



Dee Hoyano, MD FRCPC
Medical Health Officer



Murray Fyfe, MD, MSc, FRCPC
Medical Health Officer



Richard S. Stanwick, MD, MSc, FRCPC, FAAP
Chief Medical Health Officer

Key Resources:

Canadian Public Health Association: A Public Health Approach to the Legalization, Regulation, and Restriction of Access to Cannabis (available online:

<https://www.cpha.ca/sites/default/files/uploads/policy/positionstatements/cannabis-positionstatement-e.pdf>

⁶ Canadian Chief Medical Officers and Urban Public Health Network. (2016). Public health perspectives on cannabis policy and regulation. Available online: http://uphn.ca/wo-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-5_ept-26-2016.pdf

⁷ Peloquin R, Scarr J. Cannabis Regulation and Youth: A Jurisdictional Review. Vancouver: Child Health BC 2017.

Centre for Addiction and Mental Health: Canada's Lower Risk Cannabis Use Guidelines (available online: https://www.camh.ca/-/media/files/lrcug_professional-pdf.pdf)

Federation of Canadian Municipalities: Municipal Guide to Cannabis Legalization (available online: <https://fcm.ca/Documents/issues/Cannabis-Guide-EN.pdf>)

British Columbia News

AGENDA

New infrastructure investments will build stronger communities

<https://news.gov.bc.ca/18002>

Wednesday, September 12, 2018 2:30 PM

Victoria - The federal and provincial governments are working together to deliver everything from new recreation centres to better internet, with two new infrastructure programs that will build up communities in every part of British Columbia.

The newly launched programs – the Community, Culture and Recreation fund, and the Rural and Northern Communities fund – are part of the Investing in Canada Infrastructure Program.

“Communities have been waiting too long for help building the arenas, community centres, and transit and energy infrastructure that people want and need,” said Selina Robinson, B.C.'s Minister of Municipal Affairs and Housing. “Together with the federal government, we are investing in infrastructure that will build up communities, strengthen local economies and create opportunities for people in every part of the province.”

The Community, Culture and Recreation program will provide access to funding for projects that upgrade and build sports facilities, trails, local community centres and spaces for arts and culture. It will also support health and educational facilities that uphold the Truth and Reconciliation Commission's Calls to Action.

The Rural and Northern Communities fund will ensure the unique needs of British Columbia’s small, rural and remote communities with populations under 25,000 are met. The fund will support communities’ wide range of infrastructure priorities, including broadband connectivity, efficient and reliable energy, Indigenous health and educational facilities, local public transit and reliable road, air or marine infrastructure, as well as improved resilience to natural disasters and environmental quality. For communities of 5,000 people or less, combined provincial and federal funding will cover up to 100% for eligible projects.

“The Government of Canada is pleased to see another part of this important funding agreement being put into action across B.C.,” said François-Philippe Champagne, federal Minister of Infrastructure and Communities. “Together with the Province, we are investing in infrastructure to strengthen local economies, improve public health and safety, and create greener, more socially inclusive communities where everyone has the chance to succeed.”

The Province is partnering with the federal government to invest up to \$95 million toward an initial intake under the Rural and Northern Communities Program and more than \$134 million toward an initial intake under the Community, Culture and Recreation Program.

“Investing in local infrastructure gives people better access to the services they need and helps build thriving communities,” said Claire Trevena, B.C.'s Minister of Transportation and Infrastructure. “With access to this new funding, people across B.C. and in northern and rural communities can stay connected and provide the important services people rely on to make life even better.”

The Investing in Canada Infrastructure Program will inject \$3.9 billion into projects throughout B.C. over the next 10 years. In addition to these two funds, the program offers two other funding streams:

- Green Infrastructure
- Public Transportation Stream

“The programs announced today provide a further step towards closing the infrastructure gap in B.C.’s communities,” said Wendy Booth, Union of B.C. Municipalities president. “Both funds will contribute to the renewal and expansion of the services provided by local governments. I am very appreciative of the continuing investments by the federal and provincial governments in community infrastructure.”

Beginning Sept. 12, 2018, local governments and Indigenous communities, as well as eligible for-profit and not-for-profit organizations, are encouraged to submit applications for these programs through the Investing in Canada Infrastructure Program - B.C. program website: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program

Approvals are expected to be made public in late 2019.

Quick Facts:

- Through this first intake, the Province will contribute up to \$57 million and \$40.1 million, respectively, to the Community, Culture and Recreation Infrastructure program and the Rural and Northern Communities Infrastructure program.
- Through this first intake, the Government of Canada will contribute up to \$77.7 million and \$54.7 million, respectively, to the Community, Culture and Recreation Infrastructure program and the Rural and Northern Communities Infrastructure program.
- For each project in the Community, Culture and Recreation stream, projects may receive the following funding toward eligible costs:
 - up to 33% provincial funding and up to 40% federal funding for local government projects;
 - up to 15% provincial funding and up to 75% federal funding for Indigenous projects; and
 - up to 25% provincial funding and up to 40% federal funding for not-for-profit projects.
- For each project in the Rural and Northern Communities stream, they may receive:
 - up to 40% provincial funding of eligible costs for local government projects with populations of 25,000 or less. The federal government will contribute up to 60% for communities with populations of 5,000 or less (a combined 100% funding), and up to 50% for communities with populations between 5,001 and 25,000 (a combined 90% funding);
 - up to 25% provincial funding and up to 75% federal funding for Indigenous projects;
 - up to 25% provincial funding and up to 50% federal funding for not-for-profit projects, and
 - up to 15% provincial funding and up to 25% federal funding related to for-profit projects.
- The B.C. government is working to develop additional programs funded through the Investing in Canada Infrastructure Program. As programs are launched, they will be available at: www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program

Media Contacts

Media Relations

Ministry of Municipal Affairs and Housing
250 952-0617

Infrastructure Canada

infc.media.infc@canada.ca
613 960-9251
Toll free: 1 877 250-7154

Media Assets

- **ubcm_2018_infrastructure_investments.mp4**
[Download \(2209 MB\)](#) | [Mirror](#) (bcgovnews.azureedge.net)

These assets are subject to the terms of the [News Footage License - British Columbia](#).



PORT HARDY
TWINNING SOCIETY
c/o Box 68 Port Hardy, BC V0N 2P0
Port Hardy, BC - Numata, Hokkaido
Canada - Japan



To strive for the advancement of friendship between our community and Numata through the promotion of exchanges in the fields of economy, culture, education, and sports... in full and free cooperation with our sister city.

AGENDA

September 17, 2018

Mayor and Council
District of Port Hardy
PO Box 68
Port Hardy BC V0N2P0

Dear Mayor Bood and Councillors:

Re: Delegation from Numata Japan, October 23-27 2018.

This is the year Numata once again visits Port Hardy! We are expecting a delegation of four adults and nine youth (all girls ages 13-15) for a short visit from October 23-27, 2018.

In past years Council has graciously hosted a reception with light refreshments to welcome our guests and the Society would like to ask if this could be done again this year. The date would be Tuesday October 23 in the late afternoon (4:00-5:00 ish) with the time to be confirmed as our itinerary is finalized.

The Twinning Society is working hard to create a fun, educational North Island experience for our visitors which will include visiting schools, the Quatse Salmon Center, Port Hardy Museum, shopping in the community, a pizza and bowling night and a farewell dinner.

The Society invites all of Council to come to our farewell dinner, Friday October 27th, with the place and time to be confirmed. More information will be shared as details of the itinerary are finalized.

Yours truly,
Leslie Driemel
Chair – Port Hardy Twinning Society

PATHFINDER
Development Corporation

Maple Ridge Office
T 604-466-2067
F 604-466-2067
Box 291, Maple Ridge
BC, V4R2X4

MEMORANDUM

Thursday, September 20, 2018

REQUEST

An application to BC Housing by the Gwa'sala-Nakwaxda'xw Nation is being submitted to assist with the funding of a multifamily rental housing development on the property known as 8905 Park Drive. As part of the application process, letters of support towards the application are required.

We are asking for the District of Port Hardy Council provide a letter of support in principle for this initiative.

8905 PARK DRIVE IN PORT HARDY - PROJECT OVERVIEW

The Gwa'sala-Nakwaxda'xw Nation purchased a parcel of land at 8905 Park Drive in Port Hardy to develop decent and safe rental housing for eligible low-income families.

Investment Overview

The estimated Development Budget is \$24,107,273.00. This includes land, hard and soft costs.

Developer

The Gwa'sala-Nakwaxda'xw Nation incorporated 1139401 B.C. LTD under the Business Corporations Act on October 30, 2017 to develop the property described as: LT C PLAN 24438 SEC 1 TWN 8 LD 49 EXCEPT PLAN 45379 & EXC PL VIP52094 & VIP60468. The following individuals, all from 154 Tsulquate Reserve, Port Hardy, BC, V0N 2P0, Canada, have been appointed as Directors of 1139401 B.C. LTD namely: Coon, Darryl, Nopper, Roger and Walkus, Leslie.

Project Manager

Pathfinder Development Corporation has been appointed to act as project manager on behalf of 1139401 B.C. LTD.

Brief Project Description

The property comprises a development footprint of approximately 788,305 sf. The project will be done in phases depending on available resources. 100 units, with an average unit size of 1,250sf of livable space, are projected to be constructed. The rezoning application has been submitted and site preparation is estimated to start during March 2019.

The location of the property is within walking distance to the shopping areas in Port Hardy. Public transit is available within one block from the site. The project will be built with sustainable features as required by the District of Port Hardy's bylaws.

REPLY TO: Lourens Le Roux
EMAIL: lourensleroux@shaw.ca
DIRECT: 604-726-6202



**MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
HELD WEDNESDAY AUGUST 15, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

Committee Members: Councillors: Fred Robertson (Chair) and Pat Corbett-Labatt DRAFT

Also Present: Councillor Rick Marcotte

Staff: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Abbas Farahbakhsh, Director of Operational Services

Regrets: Councillor John Tidbury

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Councillor Robertson requested an addendum to the agenda under:

- G. New Business
 - 1. Equipment Use
 - 2. Storey's Beach Washroom

Moved/Seconded/Carried

THAT Parks, Recreation, Arts & Culture Committee agenda for August 15, 2018 be accepted as amended.

C. ADOPTION OF MINUTES

- 1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held July 18, 2018.

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts & Culture Committee meeting held July 18, 2018 be accepted.

D. DELEGATIONS

DRAFT

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

- 1. Review of Action Items.

Dog Park

Abbas Farahbakhsh researched and reported on the standards of municipal dog parks:

- Fence height of a minimum 1.2 metres chain linked vinyl coated;
- Installing concrete curbs around the entire fence line;
- Grass or limestone crush for surfacing or a combination;
- Minimum standard size is half an acre;
- Double entry gates vestibule for animal security before entering and leaving;
- Garbage cans and other equipment like benches;
- Run off/leachate control and collection to prevent disease and ground water contamination;

PRA&CC
2018-028
AGENDA
APPROVED AS
AMENDED

PRA&CC
2018-029
MINUTES
JULY 18/18
ACCEPTED

ACTION ITEMS

- Signage and age restrictions;
- Possible segregation between large and small breeds;
- Buffers from residential neighbourhoods;
- Water availability;
- Parking;
- Liability resulting from incident.

DRAFT

PRA&CC
2018-030
DOG PARK

Moved/Seconded/Carried

THAT the committee send a letter to Serena Neumerschitsky notifying her that the committee has researched the available land in Port Hardy and has determined the most suitable location for a fenced Dog Park to be the Off-Leash Park on Trustee Road. The District does not currently have a budget allocated for this project, the District can look at this in future years, however if there were a volunteer group that would assist with fundraising and park design to the standards as listed in the discussion, Council could consider using the land and approving the proposal.

Ring Road Ball Field Porta Pottie

A porta pottie has been moved from Beaver Harbour Park to the Ring Road Ball Field. It will be evaluated as we move forward.

Rotary Club Trail Construction

Council has identified the area as future rural subdivision and a trail could be considered as part of the enhancements as associated with the proposal of the development. There may be some environmental issues as well as property owners would have to consent including Cape Scott Wind Farm and BC Hydro.

Reciprocal Agreement with SD85

There has been some confusion over the reciprocal agreement and the field maintenance.

2. Capital Review List.

DRAFT

CAPITAL LIST
REVIEW

Exterior Doors Arena

Work should be complete in the next week.

Generator

Once the pool design of the electrical is complete the current option will be compared with the plans to ensure that the generator will power some of the new pool including lights, showers and heat.

3. Draft Director of Community Services job description.

Moved/Seconded/Carried

THAT the committee recommends to Council that the amendments to CP7.3 Director of Community Services be accepted and THAT the financial obligation for the position be considered in the 2019 budget.

PRA&CC
2018-031
DIR.
COMMUNITY
SERVICES JOB
DESCRIPTION
RECOMMEN-
DATION

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Equipment Use

Discussion regarding the possibility of sharing park equipment including the thatcher, aerator and top dresser with the Seven Hills Golf Club. The District has a rate for providing an operator and machinery to other municipalities. All equipment is operated by District employees. Staff suggested that the Golf Club get in contact with Public Works.

2. Storey's Beach Washrooms

Now that the washrooms are complete the porta potties have been removed and there has been a request by a community member that a porta pottie should be placed at the park for after hours washroom use. Currently the washrooms are open later than most parks and the cost of porta potties is substantial.

H. COUNCIL / COMMITTEE REPORTS

No reports.

DRAFT

I. NOTICE OF MEETING: Next meeting 3:00 pm September 19

J. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 4:07 pm

PRA&CC
2018-032
ADJOURN

DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCIL POLICY
EMPLOYEE JOB DESCRIPTIONS

AGENDA

DIRECTOR OF COMMUNITY SERVICES

POLICY #CP7.3

Approved: October 15, 1997 Amended: January 27, 1999

Page 1 of 2

Reports to the Chief Administrative Officer. The duties and responsibilities of the Director of Community Services shall be:

- a) To operate and maintain the following:
 - 1. Municipal Swimming Pool
 - 2. Civic Arena
 - 3. Civic Buildings - Town Hall, Curling Club, Library/Museum
 - 4. Civic Centre - Oversee and monitor contracted management

Programs and events for:

- 5. Playfields and Parks
- 6. Recreation Programs and Events

- b) To direct the Recreation Department within the policy and budget constraints approved by Council.
- c) To prepare the estimates for the annual, provisional, capital and operational budgets and assist in planning the Five-Year Capital Budget.
- d) To maintain adequate records to provide for effective work load planning and employee scheduling.
- e) To prepare a written monthly report to Council and the Parks, Recreation, Arts and Culture Committee and such other reports as the Administrator and Council may request.
- f) To implement the Preventative Maintenance Program for each facility. Review and update as necessary the Preventative Maintenance Program.
- g) Ensures all programs comply with provincial standards, legislation and regulations.
- h) Implements and monitors the Occupational Health and Safety program within the Recreation Complex and may participate as a member of the District's OH&S Committee.
- i) Develops and implements training programs for Recreation Services staff and prepares assessment reports as required.
- j) To propose to the Administrator and Council changes in programs, and new recreational programs in response to community needs and requests.
- k) To bring forward annual rates and charges with recommendations for any changes for the approval of the Council.

DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCIL POLICY EMPLOYEE JOB DESCRIPTIONS

DIRECTOR OF COMMUNITY SERVICES

POLICY #CP7.3

Approved: October 15, 1997 Amended: January 27, 1999

Page 2 of 2

- l) To supply or verify the required payroll data for staff and financial reporting of reviews.
- m) To recommend to the Administrator the recruitment and hiring, promotion or dismissal of staff in the Recreation Department.
- n) To act as liaison and resource person to the Parks, Recreation, Arts and Culture Committee and attend its meetings.
- o) To purchase for the Recreation Department in accordance with the District policy.
- p) To attend meetings of Council and Committees from time to time as requested by the Administrator.
- q) To consult with schools and community groups to schedule playing fields, arena and pool use schedules to ensure maximum use of the recreational facilities.
- r) To foster coaching and training courses to increase skill levels in sports and a greater variety of activities for public participation.
- s) To act as the District of Port Hardy Emergency Planning Deputy Coordinator.
- t) To act as the District of Port Hardy Social Planning Coordinator.
- u) To carry out and perform other duties and responsibilities as the Chief Administrative Officer and Council may assign.

DISTRICT OF PORT HARDY

POLICY MANUAL

KNOWLEDGE, SKILLS & ABILITIES:

Degree in Recreation Administration, or related field, with three (3) years working in Recreation Management, or related field, preferably in a unionized environment.

Diploma in Recreation Administration, or related field, with a minimum of six (6) years working in recreation management, preferably in a unionized environment.

Equivalent time and experience may be considered.

Thorough knowledge of the methods, problems, principles and practices involved in initiating, coordinating, supervising and evaluating community recreation and culture programs and services, including emerging trends in development and programming.

Excellent leadership qualities and management skills, including previous experience managing unionized employees. The ability to organize, schedule, supervise, evaluate, and when necessary discipline staff.

Thorough knowledge of marketing as it pertains to the promotion of public recreation and culture services and facilities.

Working knowledge of risk management principles and practices as they pertain to parks and recreation.

Knowledge of recreational facility maintenance.

Knowledge of purchasing practices, policies and procedures.

Project management and contract administration skills, including experience administering contracts and/or leases.

Effective organizational skills and the ability to prepare and maintain records, reports, correspondence and other materials.

Knowledge of current office procedures and equipment, including Microsoft Office applications (Word, Excel, Outlook) and associated software used in recreation administration.

Ability to work varied hours as necessary to meet the requirements for attending Council and community meetings as well as necessary functions and facility events.

Excellent verbal and written communication skills and the ability to deal with staff, Council members, community groups and members of the public in a professional manner.

Ability to establish and maintain cooperative relations with representatives and officials of community organizations, regional, provincial and federal governments, educational and public boards and private agencies.



**MINUTES OF THE DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
HELD MONDAY AUGUST 27, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

**Committee
Members:**

Councillors Dennis Dugas, Rick Marcotte (Chair), Leightan Wishart

Staff:

Heather Nelson-Smith, Director Corporate Services; Abbas Farahbakhsh, Director of Operational Services;

Regrets:

Allison McCarrick, CAO

DRAFT

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Operational Services Committee meeting of August 27, 2018 be accepted as presented.

C. MINUTES

1. Minutes of the Operational Services Committee meeting held July 16, 2018.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee meeting held July 16, 2018 be accepted.

D. DELEGATIONS

No delegations.

DRAFT

E. BUSINESS ARISING / UNFINISHED BUSINESS

1. Review and Update of Action Items

Repair of Hardy Bay Road at Robert Scott School

Paving along Hardy Bay Road at the intersection of Gibraltar is being completed today.

Line painting and crack sealing budget was used towards the paving budget.

4-way stop at Hwy 19 and Granville

While vacationing Councillors Dugas and Wishart reported that they saw extra large speed and stop signs while entering a town from highway. Staff will investigate the sizes and report back to the committee.

2. Capital Items List / Operations

- Kains Lake dam is sitting at 60% complete.
- Kains lake road access has been improved for District access.
- Distribution System is underway.
- Hydrant repairs are ongoing and when they are done they flush the hydrants. Hydrant flushing is kept to a minimum when water restrictions in place.

OP SCVS
2018-027
AGENDA AUG
27/18
ACCEPTED

OP SCVS
2018-028
MINUTES JULY
16 /18
ACCEPTED

ACTION ITEMS

CAPITAL LIST

- Paving is 100% Complete.
- Downtown seawall lights are on site and the bases have been special ordered.
- Christmas decoration and lighting underway.
- Watermain project is approximately 90% complete. With the tie in of the flow meter happening next week.

F. CORRESPONDENCE

DRAFT

1. Email from Ted Olynyk, Community Relations Manager, BC Hydro (Aug.20/18) re: Beautification Funding was received for information. It was noted that the Dir. of Finance is researching the program and information will be brought back to the Committee.

The information was received.

G. NEW BUSINESS

Councillor Marcotte re:

1. Seawall Lights
Downtown seawall lights are on site and the bases have been special ordered.
2. Policy for lowering the flag for first responders

Moved/Seconded/Carried

THAT a Flag Policy be considered for the District of Port Hardy.

3. Curbs and sidewalks at the legion
The Committee requested why the curbs and sidewalks were being repaired at the Legion on Beaver Harbour Road. A. Farahbakhsh reported that the work was part of the Watermain project.
4. Limbs lying around at Stink Creek Park
The Committee discussed limbs further down Stink Creek Park below the bridge that could be considered a fire hazard.
5. Wraps on the lift stations
The Committee requested update on the wrapping of the District sewer kiosks. A. Farahbakhsh reported that a report was prepared for the Finance Committee and was not approved in the 2018 budget.
6. Civic Centre water leak August 25, 2018
The water leak has been reported as an insurance claim. Staff have been evaluating the works required and a plumber has been contacted to review and provide quotation.

H. STAFF REPORTS

DRAFT

1. Water Operations Report, July 2018 was received for information.
Discussion included:
 - The amount of water leaks contained in the report.
 - The connection for Fort Rupert.
 - The Committee requested information on why a labourer was hired when an operator was requested in the past. A. Farahbakhsh reviewed the needs of the department and there is a need for more expertise in the water distribution. The labourer will be utilized by both utilities and public works.
 - Goal is to have the entire Operational Services Department sharing work.

OP SVCS
2018-029
FLAG POLICY

I. COMMITTEE MEMBER REPORTS

Chair Marcotte commented that the Operational Services Committee, in his opinion, is not living up to the mandate as described on the District's website as follows:

- *To act as an advisory committee to Council on issues that affect the Operational Services Department (i.e. policy, schedules, projects, etc.); Operational Services is comprised of three Municipal Departments: Operations Department includes the following 3 sub-departments: Public Works and Engineering Department, Parks Department, and Fleet Maintenance Department*
- *Provide input to Council related to budget preparation, including both operational and capital projects*
- *Review existing practices and policies of the department and make recommendations to improve the delivery of services to the public*
- *Bring forward and discuss concerns raised by taxpayers or staff that may affect the operation of the department*
- *Review and recommend long-range planning, including pending and proposed capital purchases and replacements.*

The Committee discussed the following:

DRAFT

- Whether the committee was living up to its mandate.
- If what the committee was doing was more of a review of completed jobs.
- Like receiving updates on a regular basis.
- Communications ongoing and where they are coming from.
- Feeling that more was done by the committee in the past.

Discussion was tabled to the next meeting.

J. NOTICE OF MEETING: Next scheduled meeting: Monday September 17, 2018.

K. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 3:47 pm

OP SCVS
2018-030
ADJOURNMENT



AGENDA

**MINUTES
DISTRICT OF PORT HARDY
COMMUNITY CONSULTATIVE COMMITTEE
MEETING OF AUGUST 28, 2018
MUNICIPAL HALL, 7360 COLUMBIA STREET**

PRESENT: Councillor Rick Marcotte (Chair), Councillor Dennis Dugas, Donna Gault, Don Kattler, Gordon Patterson and Angela Smith

REGRETS: Eddie Lagrosse

DRAFT

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

A. CALL TO ORDER

Chair Rick Marcotte called the meeting to order. Time: 6:00pm

B. APPOINTMENT OF DEPUTY CHAIR

Moved/Seconded/Carried

THAT the Don Kattler be appointed as the Deputy Chair of the Community Consultative Committee.

C. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda be approved as presented.

D. ADOPTION OF MINUTES

None

DRAFT

E. DELEGATIONS

None

F. CORRESPONDENCE

None

G. BUSINESS ARISING / UNFINISHED BUSINESS

None

H. STAFF REPORTS

1. Short Term Vacation Rentals – Report April 4, 2018
2. District of Port Hardy Bed and Breakfast Regulation
3. Approved Temporary Use Permit Regulations
4. City of Victoria, Home Truths: Implications of Short Term Vacation Rentals on Victoria's Housing Market.
5. Walt Judas, CEO Tourism Industry Association of BC Presentation: Policy Implications for Short Term Vacation Rentals

CCC-2018-001
APPOINTMENT OF
DEPUTY CHAIR

CCC-2018-002
APPROVAL OF AGENDA

Director of Corporate Services, Heather Nelson-Smith provided an overview of the staff report and the direction of Council to the Committee to review Short Term Vacation Rentals where they pertain to the District of Port Hardy.

Discussion included:

DRAFT

- Neighbourhoods would be changed having tourism use of residential properties without the owner living on the premises.
- Rentals would be diminished reducing availability to affordable long-term rentals.
- Community changes with no investment when property owners don't live in community.
- Should there be a limit to how many are approved?
- Transient communities with population boost in summer months.
- Servicing the needs of the traveler over the
- OCP regulations where it relates to affordable housing including the following policies:
 - a) *Establish a regional affordable housing committee to work with surrounding communities regarding housing needs within the housing continuum;*
 - b) *Conduct a housing needs assessment and develop an action plan in order to support a strategic approach towards housing in Port Hardy;*
 - c) *Seek partnerships with BC Housing, CMHC and the private sector to create affordable housing developments; and*
 - d) *Permit secondary suites in detached residential units.*
- Local contacts required in order to run Short Term Vacation Rental.
- Strata regulations and how it impacts the quantity.
- Empty homes in the winter months.
- Inability to find suitable housing.
- Professionals find it difficult to find housing
- Communities benefit from long term residents and impacts many things, including schools, parks, stores and other businesses.
- Are hotels operating at 100% occupancy that it shows a need for alternate accommodations.

DRAFT

Angela Smith joined the meeting at 6:21

- If the owner lives elsewhere the economic benefit is taken out of the committee.
- A needs study should be done
- engage with the local businesses that may be affected
- Quote from page 50 *Home Truths: Implications of Short Term Vacation Rentals on Victoria's Housing Market:*
 - "Who matters the most to local Governments- actual residents who live and work in the community? Of, speculative property investors and tourists who contribute little to maintaining the urban infrastructure? If short term vacation renters and owners are not taxed, who will pay for education and health care facilities, police and emergency services, parks and recreation, not to mention the roadways and utility systems? Does turban growth at any cost mean sacrificing the long-term needs of permanent residents seeking rental accommodation to satisfy the*

short term gains from short term vacation rentals that benefit only home owners?’

- City of Nelson required owners to live in town in order to operate STVR.
- Taxation and alternative solutions for investors.
- Airbnb is a cost-effective way to advertise for all accommodations.
- Housing in a quota system- those that can afford are given the opportunity.
- Port Hardy is becoming more desirable
- Return on investment for homeowners.
- Occupancy rate is less than 1%.
- Mayor Gregor Robertson has stated that any stay less than 30 days will only be permitted in a principle residence.
- Available housing stock is quite poor
- What type of investor are we trying to attract in port Hardy.
- Affordability to the tourist to stay in a STVR.

DRAFT

CCC-2018-003
MORE INFORMATION
REQUIRED

Moved/Seconded/Carried

Recommendation to that the hotel vacancy rate be reviewed and a fee structure for Short Term Vacation Rentals be researched and brought forward to the next meeting for review.

Staff will contact the Chamber of Commerce for the hotel vacancy rates for 2017 and research fees associated with Short Term Vacation Rentals as charged by other communities.

6. NEW BUSINESS

None

DRAFT

7. NEXT MEETING DATE

A poll will be sent via email for a meeting in late September.

8. ADJOURNMENT

CCC-2018-002
ADJOURNMENT

Moved

THAT that meeting be adjourned.

Time: 7:17 pm

Subject: FW: BCF mid week sailing

AGENDA

From: Travis Hall <travis.hall@heiltsuk.ca>

Date: September 10, 2018 at 2:19:56 PM PDT

To: "ddouglas@porthardy.ca" <ddouglas@porthardy.ca>, "frobertson@porthardy.ca" <frobertson@porthardy.ca>, "pcorbett-labatt@porthardy.ca" <pcorbett-labatt@porthardy.ca>

Cc: Marilyn Slett <marilyn.slett@heiltsuk.ca>, Courtney Kirk Kirk <cao@ccrd-bc.ca>

Subject: BCF mid week sailing

Good afternoon all,

I am glad we had talked this morning after the relationship development presentation. As we discussed it is in our best interest to bring back the mid week sailing Prince Rupert Kitasoo(Xais-Xais) Denny Island Heiltsuk(Bella Bella) Port Hardy sailing. This sailing will benefit all the communities in the off season to continue to grow. I know tourism will benefit in the off season as there are some who wish to visit the coast at that time, but for us this sailing will help us grow in several areas.

The BCF FAC will be in Bella Bella in late October so i feel this letter or letters are in very good timing. I do feel this letter and or request of a meeting with BCF will have a huge impact.

Thank you for your time, i look forward to our future discussion.

Regards
Travis Hall
Heiltsuk Tribal Council
Councillor
iPad



**MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
HELD WEDNESDAY SEPTEMBER 19, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

AGENDA

**Committee
Members:**

Councillors: Fred Robertson (Chair), Pat Corbett-Labatt and John Tidbury

Staff:

Allison McCarrick, CAO; Abbas Farahbakhsh, Director of Operational Services; Leslie Driemel, Recording Secretary

A. CALL TO ORDER

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

DRAFT

B. APPROVAL OF AGENDA

Allison McCarrick, CAO requested an addendum to the agenda under:

- G. New Business
- 2. Frisbee Golf
- 3. Terry Fox Run

Councillor Robertson requested an addendum to the agenda under New Business

- 4. Rural Northern Communities Grant

Moved/Seconded/Carried

THAT Parks, Recreation, Arts & Culture Committee agenda for September 19, 2018 be accepted as amended.

C. ADOPTION OF MINUTES

- 1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held August 15, 2018.

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts & Culture Committee meeting held August 15, 2018 be accepted.

D. DELEGATIONS

No delegations.

DRAFT

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

- 1. Review of Action Items.

Fenced Dog Park - A letter has been sent to Ms. Neumerschitsky, no response received. Abbas Farahbakhsh advised the Park Drive site is not suitable due to water run off / contamination concerns for Grassroots Garden area.

Dog Park Brownfield site – Discussion at UBCM re assessments on brownfield sites CAO to investigate BC Assessment valuation on property.

Reciprocal Agreement with SD85

Councillor Robertson and Soccer Association people to meet with SD 85 and discuss fields and DPH support. CAO advised a revenue statement is needed to release the funds to the Soccer Assoc. and that they can contact Lynda Sowerby on how to prepare one.

PRA&CC
2018-033
AGENDA
APPROVED AS
AMENDED

PRA&CC
2018-034
MINUTES
AUG 15/18
ACCEPTED

ACTION ITEMS

CAPITAL LIST
REVIEW

2. Capital Review List.

- arena doors are completed
- arena dressing rooms painted
- exterior repairs being done at arena
- ice going in
- CAO updated the Committee on the progress of the multiplex tender

DRAFT

Councillor John Tidbury joined the meeting.

Time: 3:10pm

An addendum to the agenda was requested under New Business:

5. Rosalynn Glynn, Hardy Bay Seniors request for shuffleboard courts.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Western Forest Products – Ball field upgrades.

The Committee was advised that there had been discussion at the UBCM Convention with a WFP representative re help to upgrade ballfields. Allison McCarrick CAO will contact Shannon Janzen, Chief Forester for more information.

ADDENDUM:

2. Frisbee Golf

Allison McCarrick, CAO advised a new resident is interested in discussing with the Committee starting a frisbee golf league in the community. The Chair requested an invitation be issued to Mr. David McGowan to come to the next meeting to discuss possible locations, projected costs and league organization.

3. Terry Fox Run

Allison McCarrick, CAO discussed with the Committee ways and means to have the Terry Fox Run organized for 2019. Discussion included:

- Review of event organization for past years.
- Currently individual school event, should be a community event as well.
- 2019 could be organized by: a new Director of Recreation, added to Chamber of Commerce contract or by Recreation Department Aquatic Supervisor. CAO to discuss with Aquatic Supervisor.
- Volunteer manpower may be needed.
- Location at PHSS track or roadway route where more manpower and cones and barricades would be required.

4. Province of BC - Rural and Northern Communities Infrastructure Grant

Allison McCarrick, CAO gave an overview of the grant program funding and projected timelines for the January intake.

DRAFT

5. Shuffleboard

Councillor Tidbury advised that Rosalyn Glyn would like to see shuffleboard lines installed at the Civic Center or in the arena in the summer. The Chair requested an invitation be issued to invite Ms. Glynn to the next meeting.

H. COUNCIL / COMMITTEE REPORTS

No reports.

I. NOTICE OF MEETING: Next meeting 3:00 pm October 17, 2018

J. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 3:40 pm

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
011505	02/08/2018	00735	A.C.E. COURIER SERVICES	23.80	
011506	02/08/2018	01884	Ace Hardware	71.49	
011507	02/08/2018	02514	AlSCO	200.08	
011508	02/08/2018	00829	ANA'S HARDY CLEAN	3,373.48	
011509	02/08/2018	03541	APPLEWOOD FORD	1,613.72	
011510	02/08/2018	01836	ARIES SECURITY LTD.	4,563.35	
011511	02/08/2018	03423	BC Fishing Tourism Secto	5,250.00	
011512	02/08/2018	02188	D/T BLASTING LTD.	892.50	
011513	02/08/2018	03598	Davidson, Kathleen	1,317.13	
011514	02/08/2018	01476	DOR-TEC SECURITY LTD.	138.30	
011515	02/08/2018	02831	Exova Canada Inc.	754.22	
011516	02/08/2018	00099	FOX'S DISPOSAL SERVICES	17,801.93	
011517	02/08/2018	02208	Hawkins, Bob	729.13	
011518	02/08/2018	03440	IZCO Technology Solution	709.30	
011519	02/08/2018	00695	LINDE CANADA LIMITED 156	1,140.38	
011520	02/08/2018	00069	MACANDALE'S	191.83	
011521	02/08/2018	03456	MARC'S MAINTENANCE	615.53	
011522	02/08/2018	03059	MAXXAM ANALYTICS	442.05	
011523	02/08/2018	00014	MINISTER OF FINANCE	1,575.00	
011524	02/08/2018	00033	NAPA AUTO PARTS/N.I. IND	15.26	
011525	02/08/2018	02002	Neopost	624.41	
011526	02/08/2018	00013	PACIFIC BLUE CROSS	11,654.90	
011527	02/08/2018	00281	PARKLAND REFINING (B.C.)	1,993.45	
011528	02/08/2018	02975	Pauls Plumbing & Gas	355.85	
011529	02/08/2018	00203	Port Hardy & Dist. Chamb	13,750.00	
011530	02/08/2018	00406	PORT HARDY FIREFIGHTERS	1,250.00	
011531	02/08/2018	00264	PORT HARDY HERITAGE SOCI	11,800.50	
011532	02/08/2018	00769	Praxair Distribution	945.43	
011533	02/08/2018	00080	PUROLATOR INC.	794.61	
011534	02/08/2018	00187	REGIONAL DISTRICT OF MT	4,778.42	
011535	02/08/2018	03407	Retire West Communities	200.00	
011536	02/08/2018	02522	Strathcon Industries	200.64	
011537	02/08/2018	03540	TECHNICAL SAFETY BC	2,563.16	
011538	09/08/2018	01884	Ace Hardware	293.62	
011539	09/08/2018	02514	AlSCO	200.08	
011540	09/08/2018	01836	ARIES SECURITY LTD.	63.00	
011541	09/08/2018	03601	Beckman, Chelsey	239.98	
011542	09/08/2018	03603	CAMPBELL, KAY	30.40	
011543	09/08/2018	00018	CANADIAN RED CROSS	315.87	
011544	09/08/2018	01112	CITY OF NANAIMO	73.50	
011545	09/08/2018	02762	Cleartech Industries Inc	1,161.80	
011546	09/08/2018	01476	DOR-TEC SECURITY LTD.	645.64	
011547	09/08/2018	00020	E.J. KLASSEN MOTORCADE L	434.84	
011548	09/08/2018	00099	FOX'S DISPOSAL SERVICES	13,666.02	
011549	09/08/2018	03602	GEERING UP UBC	1,500.00	
011550	09/08/2018	00052	HARDY BUILDERS' SUPPLY	48.59	
011551	09/08/2018	00063	HOME HARDWARE BUILDING C	75.07	
011552	09/08/2018	00273	JM'S MOBILE WELDING INC	7,655.20	
011553	09/08/2018	02807	Johnson Security Solutio	636.16	
011554	09/08/2018	03109	Lafrentz Road Marking	10,366.42	
011555	09/08/2018	00069	MACANDALE'S	46.57	
011556	09/08/2018	03576	MARSHALL'S GLASS Solutio	242.55	
011557	09/08/2018	01645	NORTH ISLAND COMMUNICATI	300.30	
011558	09/08/2018	00075	O.K. TIRE STORE (PORT HA	122.57	
011559	09/08/2018	02749	Orach Enterprises Ltd.	4,976.99	
011560	09/08/2018	00217	ORKIN CANADA CORPORATION	216.83	
011561	09/08/2018	00080	PUROLATOR INC.	182.58	
011562	09/08/2018	03266	RALEIGH Fire Safety Ltd	1,878.15	
011563	09/08/2018	00107	RECEIVER GENERAL FOR CAN	22,344.87	
011564	09/08/2018	00272	ROLLINS MACHINERY LIMITE	153.13	
011565	09/08/2018	03174	Schantz, Robert	180.20	
011566	09/08/2018	00253	Shaw Cable	140.34	
011567	09/08/2018	03550	TELMATIK	395.27	
011568	09/08/2018	03313	Tex Electric Ltd.	1,381.54	
011569	09/08/2018	00731	TRIAD SIGN LTD.	5,454.75	
011570	09/08/2018	02850	VWR International Co.	1,499.09	
011571	15/08/2018	02514	AlSCO	100.04	
011572	15/08/2018	03541	APPLEWOOD FORD	349.58	
011573	15/08/2018	01836	ARIES SECURITY LTD.	12,048.75	
011574	15/08/2018	00047	B.C. HYDRO (Minister of	38,789.55	
011575	15/08/2018	01145	BLACK CAT REPAIRS	251.32	

AGENDA

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
011576	15/08/2018	00073	BLACK PRESS GROUP LTD.	478.06	
011577	15/08/2018	03426	CIBC	760.00	
011578	15/08/2018	02762	Cleartech Industries Inc	3,914.15	
011579	15/08/2018	03605	CLEARVISION MEDIA GROUP	2,163.00	
011580	15/08/2018	00872	DE ROSARIO, ALAN	200.00	
011581	15/08/2018	03600	First National Financial	193.71	
011582	15/08/2018	02417	Frontline Fire Departmen	2,693.25	
011583	15/08/2018	01860	GREYHOUND COURIER EXPRES	69.53	
011584	15/08/2018	00052	HARDY BUILDERS' SUPPLY	21.95	
011585	15/08/2018	01980	HETHERINGTON INDUSTRIES	371.70	
011586	15/08/2018	00063	HOME HARDWARE BUILDING C	372.49	
011587	15/08/2018	00065	K & K ELECTRIC LTD.	283.50	
011588	15/08/2018	03606	LENIUS, SHAUNA	2,000.00	
011589	15/08/2018	00069	MACANDALE'S	61.38	
011590	15/08/2018	03576	MARSHALL'S GLASS SOLUTIO	590.10	
011591	15/08/2018	03609	Messer, Blaine	1,567.58	
011592	15/08/2018	03390	O'Reilly, Kathy	283.50	
011593	15/08/2018	00075	O.K. TIRE STORE (PORT HA	726.11	
011594	15/08/2018	00281	PARKLAND REFINING (B.C.)	2,624.65	
011595	15/08/2018	03266	RALEIGH Fire Safety Ltd	2,187.83	
011596	15/08/2018	03607	SALT SPRING ISLAND FIRE	90.00	
011597	15/08/2018	03345	SPARTAN CONTROLS	773.47	
011598	15/08/2018	02203	Stantec Consulting Ltd.	10,244.79	
011599	15/08/2018	03313	Tex Electric Ltd.	5,820.88	
011600	15/08/2018	00150	THE SOURCE	39.19	
011601	15/08/2018	00201	Vancouver Island Regiona	38,517.00	
011602	15/08/2018	02850	VWR International Co.	825.88	
011603	15/08/2018	03558	WEST COAST PROPANE	460.89	
011604	22/08/2018	01375	ADT SECURITY SERVICES CA	98.25	
011605	22/08/2018	03591	APPLEWOOD AUTOBODY TOWIN	89.25	
011606	22/08/2018	03541	APPLEWOOD FORD	1,068.56	
011607	22/08/2018	01836	ARIES SECURITY LTD.	357.56	
011608	22/08/2018	03604	CALEDONIA FIRE PROTECTIO	2,771.79	
011609	22/08/2018	03545	CANGAS PROPANE INC.	112.00	
011610	22/08/2018	00357	COASTAL COMMUNITY CREDIT	749.68	
011611	22/08/2018	02822	Corix Water Products LP	3,356.72	
011612	22/08/2018	02730	CUPE Local 401	466.64	
011613	22/08/2018	03608	DELLO, BAILEY	210.00	
011614	22/08/2018	02870	FabCher Holdings Ltd.	1,050.00	
011615	22/08/2018	03611	FALL FAIR	90.00	
011616	22/08/2018	03333	Harding, Adam	381.95	
011617	22/08/2018	00052	HARDY BUILDERS' SUPPLY	42.46	
011618	22/08/2018	02043	HARNISH SALES AGENCY	239.40	
011619	22/08/2018	00063	HOME HARDWARE BUILDING C	10.07	
011620	22/08/2018	00194	INT'L UNION OPERATING EN	1,063.00	
011621	22/08/2018	03215	Island Edge Contracting	11,014.50	
011622	22/08/2018	03514	IWC EXCAVATION LTD.	266,454.88	
011623	22/08/2018	00273	JM'S MOBILE WELDING INC	2,500.00	
011624	22/08/2018	00065	K & K ELECTRIC LTD.	1,271.47	
011625	22/08/2018	01032	K PEARSON CONTRACTING LT	3,360.00	
011626	22/08/2018	00069	MACANDALE'S	94.13	
011627	22/08/2018	00304	MONK OFFICE	46.45	
011628	22/08/2018	00033	NAPA AUTO PARTS/N.I. IND	51.44	
011629	22/08/2018	02023	OLNEY, CHRIS	167.99	
011630	22/08/2018	00217	ORKIN CANADA CORPORATION	76.65	
011631	22/08/2018	00281	PARKLAND REFINING (B.C.)	1,148.92	
011632	22/08/2018	00406	PORT HARDY FIREFIGHTERS	14,125.00	
011633	22/08/2018	00107	RECEIVER GENERAL FOR CAN	22,515.08	
011634	22/08/2018	00187	REGIONAL DISTRICT OF MT	4,269.19	
011635	22/08/2018	02724	Reusch, Justin	381.95	
011636	22/08/2018	03174	Schantz, Robert	95.40	
011637	22/08/2018	02971	Summit Valve and Control	347.20	
011638	22/08/2018	03540	TECHNICAL SAFETY BC	272.48	
011639	22/08/2018	00160	TELUS	5,272.19	
011640	22/08/2018	00161	TELUS MOBILITY (BC)	848.99	
011641	22/08/2018	03144	Tolmie, Brad	993.07	
011642	22/08/2018	02850	VWR International Co.	63.19	
011643	22/08/2018	03409	Your Garden Angel	220.64	
011644	30/08/2018	00437	ACME SUPPLIES LTD.	1,297.59	
011645	30/08/2018	02514	AlSCO	200.08	
011646	30/08/2018	03541	APPLEWOOD FORD	1,483.95	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
011647	30/08/2018	03612	ARDENT CONSTRUCTION LTD	2,000.00	
011648	30/08/2018	01615	BOOD, HANK	1,032.67	
011649	30/08/2018	00018	CANADIAN RED CROSS	2.00	
011650	30/08/2018	01724	CHYNA SEA VENTURES LTD.	210.00	
011651	30/08/2018	03033	Corbett-Labatt, Pat	1,189.92	
011652	30/08/2018	02822	Corix Water Products LP	1,675.29	
011653	30/08/2018	02188	D/T BLASTING LTD.	315.00	
011654	30/08/2018	01901	DENNISON, MELINDA	607.12	Yes
011655	30/08/2018	00189	DUGLAS, DENNIS	620.60	
011656	30/08/2018	00020	E.J. KLASSEN MOTORCADE L	176.65	
011657	30/08/2018	03611	FALL FAIR	60.00	
011658	30/08/2018	00099	FOX'S DISPOSAL SERVICES	5,327.33	
011659	30/08/2018	03513	H2FLOW TANKS & SYSTEMS I	126,579.14	
011660	30/08/2018	00052	HARDY BUILDERS' SUPPLY	159.65	
011661	30/08/2018	01980	HETHERINGTON INDUSTRIES	173.25	
011662	30/08/2018	00063	HOME HARDWARE BUILDING C	139.45	
011663	30/08/2018	03517	INDUSTRIAL SCIENTIFIC CA	176.15	
011664	30/08/2018	01875	ISLAND ADVANTAGE DISTRIB	494.07	
011665	30/08/2018	03440	IZCO Technology Solution	154.88	
011666	30/08/2018	01927	JET ICE LTD	1,176.71	
011667	30/08/2018	00065	K & K ELECTRIC LTD.	357.11	
011668	30/08/2018	03337	LOCK22FIT	129.54	
011669	30/08/2018	02445	LogoWest Promotional Pro	637.33	
011670	30/08/2018	02489	MARCOTTE, RICK	620.60	
011671	30/08/2018	01777	MCCARRICK, ALLISON	1,015.37	
011672	30/08/2018	00014	MINISTER OF FINANCE	1,575.00	
011673	30/08/2018	00585	Minister of Finance	3,867.08	
011674	30/08/2018	00526	OPERATING ENGINEERS' BEN	212.14	
011675	30/08/2018	00013	PACIFIC BLUE CROSS	13,707.97	
011676	30/08/2018	03242	Patterson's Plumbing	121.80	
011677	30/08/2018	00363	PORT HARDY BULLDOZING LT	565.25	
011678	30/08/2018	00080	PUROLATOR INC.	139.22	
011679	30/08/2018	00279	REDDEN NET CO. (PORT HAR	32.48	
011680	30/08/2018	03034	Robertson, Fred	620.60	
011681	30/08/2018	01511	Scotiabank	1,533.31	
011682	30/08/2018	02801	STAPLES BUSINESS ADVANTA	111.99	
011683	30/08/2018	02522	Strathcon Industries	402.60	
011684	30/08/2018	00011	Tidbury, John	1,189.92	
011685	30/08/2018	02502	Tuff Marine Products Ltd	57,381.45	
011686	30/08/2018	03264	Unitech Construction Man	24,997.54	
011687	30/08/2018	03558	WEST COAST PROPANE	216.81	
011688	30/08/2018	02199	WFR WHOLESALE FIRE AND R	2,586.93	
011689	30/08/2018	00958	WISHART, LEIGHTAN	735.60	
011690	30/08/2018	01864	WISHBONE INDUSTRIES LTD.	2,252.32	
Total:				906,528.08	

*** End of Report ***

POLICY MANUAL

**COUNCIL POLICY
ALCOHOL AND CANNABIS SERVICE**
LIQUOR AND CANNABIS LICENSING PROCESS POLICY

POLICY # CP9.2

Replaces previous CP9.2 February 25, 2003

Approved: _____

Page 1 of 1

APPLICATION

Liquor and Non-Medical Cannabis Licenses are issued through the Liquor and Cannabis Regulation Branch (LCRB). The LCRB requires local government support prior to issuing licenses or amending existing licenses. Council supports responsible liquor and cannabis licensees who demonstrate a commitment to minimizing the negative impacts of their business operations on the community. When a request for Council resolution is required through the LCRB this policy shall apply.

Council will not consider applications to amend the hours of normal operation of Liquor Primary licenses between the hours of 2:00 am and 11:00 am the following morning.

INPUT

The following information received may be considered as community input.

- a. An application received from the Liquor and Cannabis Regulation Branch by the District of Port Hardy may receive views from businesses and the public.
- b. The RCMP shall be consulted for their input.
- c. An application associated with rezoning may require that a public meeting or a public hearing be held.
- d. An application not associated with rezoning may require a public meeting or notice as per the following:

ADVERTISING

Council may require the following:

- a. That a 4 ft by 8 ft sign will be posted on the site for 30 days and/or
- b. Two consecutive local newspaper ads will be run requesting written comments.

FEES

The applicant shall pay all of the costs of postage, advertising, public consultation, and any other costs associated with this matter as set in the current District of Port Hardy Rates and Fees Bylaw.



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: September 12, 2018 **FILE:** Reports

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

FROM: Heather Nelson-Smith, Director of Corporate & Development Services

RE: **AVICC Host Community**

BACKGROUND

Council requested staff to research requirements to become a host community for a future AVICC Convention. Port Hardy has hosted the AVICC convention in 1993 and 2000.

HOST COMMUNITY REQUIREMENTS AND HOST COMMUNITY RESPONSIBILITIES

AVICC convention is usually held mid April and the committee is looking at 2020 and 2021.

Meeting Facilities

Provide without charge to AVICC, meeting venues to the standard of a conference centre including round tables for the plenary session, table linens, room set up, stage, janitorial and security services.

- Executive meeting room – pre-Convention (Thursday afternoon)
- Pre-Convention Sessions – 3 meeting rooms for Friday morning, largest to accommodate up to 100
- Plenary Session - to accommodate up to 275 (Thursday morning for set up to Sunday 1 pm)
- 2 – 3 Break Out Rooms – to accommodate up to 100 people each (Saturday afternoon)
- Adequate trade show space in a permanent building for at least 20 exhibitors in close proximity to
- the Refreshment Break service area and Business Sessions (Friday am to noon Sunday)
- Space to hold Breakfasts Saturday and Sunday to accommodate up to 250 people
- Space to hold Refreshment Break service in conjunction with the trade show (Friday to Sunday)
- Welcome Reception (Friday evening) – to accommodate up to 300 people
- Delegates Lunch (Saturday noon) – to accommodate up to 275 people
- Annual Banquet and Dance (Saturday evening) – to accommodate up to 250 people
- 1 room to be used for AVICC Office with printer supplied (Wednesday afternoon to Sunday 1 pm)
- Free WiFi in the meeting rooms for delegates

Hotel Rooms

The host community must have capacity for 225 hotel rooms, and the host is responsible for contacting the hotels to obtain rates and information on availability. AVICC will contract with the individual hotels.

Miscellaneous

- Decorations and music for Welcome Reception, and decorations for the Annual Banquet
- 20 gifts for speaker's representative of the Host Community
- Staff assistance on-site during the Convention, i.e. registration desk, ticket taking, study tours, signs

- 10 door prizes for delegates
- Use of local government, first nation, BC and Canada flags with stands
- Linens and skirting for registration tables, trade show tables, and others as required

Planning Assistance to Assist AVICC Executive and Staff

- Assist in identifying local suppliers for food and beverage service, audio visual equipment and support, banquet entertainment, piper, O’Canada singer, bus transportation, etc. and work with locally contracted suppliers and AVICC staff for purposes of logistical coordination
- Assist with identifying and providing a local liaison with local First Nations and local speakers that may positively contribute to the program
- Plan and administer any Partner Programs that the local host may want to offer and have been approved by the AVICC Executive

STAFF REQUIREMENTS AND BUDGET IMPLICATIONS

Planning/Organizer	\$ 5,000.00
Speaker Gifts 20 @ \$30.00	\$ 600.00
Registration Desk (if not volunteers) 3 persons for 3 days	\$ 700.00
Tables, Chairs and Linens, skirting for trade Show 20 booths	\$ 540.00
Printer	\$ 150.00
Wifi – Booster may be needed	\$ 500.00
Round tables, chairs, table cloths, security and Janitorial	\$500.00-1000.00
Friday Welcome Reception up to 300 people Room, Decorations (Building in kind) Welcome reception entertainment (Optional)	\$500.00-1500.00
Saturday Banquet Up to 250 people Room, Décor, reception entertainment, centrepieces	\$500.00-2000.00
Administration of Partner Programs staff time	\$ 250.00
Misc. Costs contingencies, additional needs and additional staff coordination	\$ 2,760.00
APPROX. TOTAL FINANCIAL IMPLICATION	\$ 15,000.00

Staff time would be required, starting a year in advance of the conference, to secure locations, room blocks and plan activities.

Leading up to the conference in that year an outreach to adjacent communities to assist with organization as well as a dedicated staff member to liaise with the AVICC.

Options:

1. Hire a consultant/planner to oversee the planning and organization with the AVICC Committee and local staff on the North Island (possible staff/council from Port Alice, RDMW, Port McNeill and Alert Bay). *Potential cost: \$5,000.00*
2. Do nothing.

Respectfully submitted,

Heather Nelson-Smith
 Director of Corporate &
 Development Services

Allison McCarrick
 Chief Administrative Officer



**DISTRICT OF PORT HARDY
BYLAW 1083-2018**

**A Bylaw to Provide for the Payment of Council Members
Remuneration and Expenses**

The Council of the District of Port Hardy, in open meeting assembled, enacts as follows:

1. TITLE

- 1.1 This bylaw may be cited as the "District of Port Hardy Council Remuneration Bylaw No. 1083-2018".

2. REMUNERATION TO COUNCIL MEMBERS

- 2.1 As of January 1, 2019 the Mayor of the District of Port Hardy shall be paid an annual indemnity of TWENTY-SEVEN THOUSAND TWO HUNDRED SIXTY-SEVEN DOLLARS (\$27,267.00) PLUS THE PERCENTAGE EQUAL TO THE 2018 BRITISH COLUMBIA CONSUMER PRICE INDEX.
- 2.2 Beginning January 1, 2020 and each year thereafter, the Mayor's remuneration will increase by the percentage equal to the British Columbia Consumer Price Index of the previous year.
- 2.3 Beginning January 1, 2019 and each year thereafter, each Councillor shall be paid an annual indemnity equal to fifty (50%) percent of that paid to the Mayor.
- 2.4 In May of each municipal election year, an independent committee will be formed to review Council remuneration. The committee will be comprised of three (3) District residents and any recommended increase in remuneration will become effective January 1st of the following year.
- 2.5 Payment of one-twelfth of the foregoing may be made monthly, each and every year, on the first pay date of each month.

3. ELIGIBLE EXPENSES

- 3.1 Members of Council shall be reimbursed for expenses they incur for being present at Council approved functions conducted outside of the District as per section 4. herein.
- 3.2 Eligible expenses include:
- a) accommodation;
 - b) transportation (airfare, car rental, ferry, mileage, parking, taxi, etc.);
 - c) registration or related fees; and,
 - d) per diem allowance (see section 3.4).
- 3.3 Where Council members use their own vehicles to conduct District business, they must provide business use as part of their vehicular insurance and the District will reimburse 100% of the business use portion of said insurance.

- 3.4 The per diem allowance is intended to cover meals, gratuities and incidental expenses and it will be calculated at the rate in effect at the time of booking in accordance with the rates established by the Treasury Board of Canada from time to time. Meals that are provided at an additional cost to the registration will be deducted from the per diem paid. On the date of departure, travel must commence before 7:00 a.m. to claim breakfast, before 12:00 noon to claim lunch; and on the date of return, travel status must end after 6:00 p.m. to claim dinner
- 3.5 Mileage paid shall be equal to the mileage rates set by the Treasury Board of Canada from time to time and will be calculated at the rates in effect at the time of booking.

4. COUNCIL APPROVED FUNCTIONS

Council approved functions shall include:

- a) The annual convention of the Union of British Columbia Municipalities (UBCM)
- b) The annual convention of the Association of Vancouver Island Coastal Communities (AVICC);
- c) Meetings associated with the Regional District of Mount Waddington (RDMW) Board of Directors and Hospital Board attended by a Council member who has been appointed as Director or Alternate Director, and the RDMW does not provide reimbursement of expenses for attending those meetings;
- d) Committee meetings outside the boundaries of the District to which Council members have been duly appointed by Council; and,
- e) Any other functions including meetings, courses or conventions approved by resolution of Council.

5. SEVERABILITY

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

6. EFFECTIVE DATE

This bylaw shall become effective January 1, 2019.

7. REPEAL

Bylaw No. 17-2011 will be repealed on the effective date of this bylaw.

Read a first time on the 10th day of July, 2018.

Read a second time on the 10th day of July, 2018.

Read a third time on the 10th day of July, 2018.

Adopted on the _____ day of _____, 2018.

DIRECTOR
OF CORPORATE SERVICES

MAYOR



DISTRICT OF PORT HARDY
BYLAW NO. 1084-2018

AGENDA

A Bylaw to Amend Official Community Plan Bylaw No. 15-2011

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No. 15-2011;

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

PART 1 CITATION

1.1 This Bylaw shall be cited as "Official Community Plan Bylaw Amendment Bylaw No. 1084-2018

PART 2 MAP AMENDMENT

2.1 Official Community Plan Bylaw No. 15-2011 is hereby amended as follows:

- i) MAP 1 LAND-USE of Appendix A – Mapping, is amended by changing the land use designation for the property legally described as *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive from CD-1: Comprehensive Development Zone 1 to P-2: Institutional* as shown on Schedule 'A' which is attached to and forms part of this Bylaw.

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 14th day of August 2018.

Public Hearing held the 5th day of September 2018.

Read a second time the ___ day of _____, 2018.

Read a third time the ___ day of _____, 2018.

Adopted on the ___ day of _____, 2018.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1084-2018 as adopted.

Schedule "A"
District of Port Hardy Official Community Plan Bylaw Amendment
Bylaw No. 1084-2018





DISTRICT OF PORT HARDY

AGENDA

BYLAW NO. 1085-2018

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. 1085-2018".

PART 2 AMENDMENTS

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

- a) Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described *Lot 4, Section 1, Township 8 Plan VIP61541 Except Part in Plan EPP68369 PID 023-107-171 Civic Address 8925 Park Drive* to P-2: Institutional.

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 14th day of August 2018.

Public Hearing held the 5th day of September 2018.

Read a second time the ___ day of _____, 2018

Read a third time the ___ day of _____, 2018

Adopted on the ___ day of _____, 2018

 DIRECTOR
 OF CORPORATE SERVICES

 MAYOR

Certified a true copy of
Bylaw No. 1085-2018 as adopted.

 Director of Corporate Services



DISTRICT OF PORT HARDY

AGENDA

BYLAW NO. 1086-2018

A Bylaw to Amend District of Port Hardy Water Conservation Bylaw No. 1050-2016

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Bylaw No.1050-2016

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

PART 1 CITATION

- 1.1 This Bylaw can be cited as the "District of Port Hardy Water Conservation Amendment Bylaw 1086-2018"

PART 2 SCHEDULES

2.1 Schedule A of Bylaw 1050-2016 is hereby amended as follows:

- a) Section 3.1 During Stage 3, by replacing (v) with the following:

(v) use water to wash sidewalks, driveways, parking lots, exterior windows, exterior building surfaces, fences, retaining walls and all accessory buildings, structures except as necessary for applying a product such as paint, preservative and stucco, preparing a surface prior to paving or repainting bricks, or if required by law to comply with health or safety regulations and;

- b) Section 3.2 As exceptions to the Stage 3, by replacing (c) with the following:

(c) Commercial operations requiring the use of water to continue and maintain current service levels of its business operations.

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 on the ___ day of _____, 2018.

Read a second time on ___ day of _____, 2018.

Read a third time on the ___ day of _____, 2018.

Adopted on the ___ day of _____, 2018.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1086-2018 as adopted.

Director of Corporate Services

SCHEDULE "A"

OUTDOOR WATER USE RESTRICTION STAGES

1. Stage 1 – Reduced Lawn Watering

1.1 During Stage 1:

- (a) A person shall not water lawns (by hand, sprinkler or other means of automation), except:
 - (i) at a residential premises with even-numbered civic addresses Monday, Wednesday and Saturday between the hours of 7:00am-9:00am OR 8:00pm-10:00pm.
 - (ii) at a residential premises with odd-numbered civic addresses Tuesday, Thursday and Sunday between the hours of 7:00am-9:00am OR 8:00pm-10:00pm.
 - (iii) at a non-residential premises with even-numbered civic addresses Monday, Wednesday and Saturday between the hours of 1:00am and 8:00am (maximum 2 hours).
 - (iv) at a non-residential premises with odd-numbered civic addresses Tuesday, Thursday and Sunday between the hours 1:00am-8:00am (maximum 2 hours).
- (b) a person may
 - (i) water trees, shrubs, flowers and vegetables on any day with a sprinkler during the prescribed hours for Stage 1 lawn watering and on any date at any time if watering is done by hand-held container or a hose equipped with a shut-off nozzle;
 - (ii) water newly planted trees, shrubs, flowers and vegetables by any method during installation and within the following 24 hours;
 - (iii) use Micro-irrigation or Drip-irrigation systems to water trees, shrubs, flowers and vegetables at any time on any day to a maximum of 3 hours;
 - (iv) under the authority of a Permit, water new sod on installation and during the first 21 days after installation, and water newly seeded lawns until growth is established or for 49 days after installation, whichever is less, but only during the prescribed Stage 1 lawn watering hours;
 - (v) fill hot tubs, swimming pools, wading pools and fountains;
 - (vi) wash sidewalks, driveways or parking lots, exterior windows or exterior building surfaces;
 - (vii) water all-weather playing fields at any time if failure to do so will result in a permanent loss of plant material; and
 - (viii) wash a vehicle with water using a hand-held container or hose equipped with a shut-off nozzle and at car dealerships or commercial car washes.

1.2 As exceptions to the Stage 1 restrictions,

- (a) Owners of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property any three days of the week for a maximum of 6 hours per week;
- (b) Nurseries, farms, turf farms and tree farms are exempted from the restrictions; and
- (c) Public Authorities may water lawns and boulevards on any day but no more than three days per week.

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

2.1 During Stage 2:

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

2.2 As exceptions to Stage 2 restrictions,

- (a) Owners of property who, by reason of physical or mental incapacity, are unable to water their property within the restricted days and times, may water their property any three days of the week for a maximum of 4 hours per week;
- (b) Nurseries, farms, turf farms and tree farms are exempted from the restrictions;
- (c) Public Authorities may water lawns and boulevards on any day but no more than three days per week; and
- (d) Commercial operations requiring the use of water to further business. All businesses must hold a valid business license in Port Hardy. Commercial users must ensure that water usage is not wasteful and where possible reuse water.

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

3.1 During Stage 3:

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

3.2 As exceptions to the Stage 3 restrictions:

- (a) Nurseries, Farms, turf farms and tree farms are exempted from the restrictions;
- (b) Recreational and personal use vehicles and boats may be washed with water only at car dealerships and commercial car washes using less than 57 litres of water per Vehicle wash or 50% recirculated Water as long as the total amount of Water, excluding recirculated Water, does not exceed 57 litres per Vehicle wash;
- (c) Commercial operations requiring the use of water to continue and maintain current service levels of its business operations.

4. Stage 4 – Emergency Severe Water Use Restrictions

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

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



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: September 25, 2018 AGENDA

TO: Mayor and Councillors

FROM: Lynda Sowerby, Director of Finance

RE: User Fees & Charges for 2018 Amendment Bylaw No. 1087-2018

PURPOSE

To amend Bylaw 1073 – 2017 User Rates and Fees for 2018.

ATTACHMENTS

- 1) Amendment Bylaw 1087-2018 User Rates and Fees for 2018.

BACKGROUND

Council received a staff report at the August 14th regular council meeting reviewing the applicable fees and charges relevant to Cannabis Retail Store licensing. The District can only charge fees if they have been established by bylaw, therefore it was necessary to review that the charges were established and were sufficient to cover the costs associated with processing the license.

ANALYSIS

The Bylaw being presented incorporates Council Resolution 2018-160, directing Staff to amend Bylaw 1073-2017.

FINANCIAL IMPLICATIONS

The fee amendments for SCHEDULE N - Liquor and Cannabis Regulation Branch Rates for Licensing Applications and Occupancy Capacity will be sufficient to cover costs of providing the service.

STAFF RECOMMENDATION

"THAT Council gives three readings to the amendment bylaw and proceeds with adoption prior to October 17, 2018.

Respectfully submitted,

I agree with the recommendation.

Signed


Lynda Sowerby
Director of Finance

Signed


Allison McCarrick
Chief Administrative Officer



DISTRICT OF PORT HARDY

BYLAW NO. 1087-2018

AGENDA

A Bylaw to Amend District of Port Hardy User Rates and Fees Bylaw No. 1073-2017

WHEREAS the Council of the District of Port Hardy deems it desirable to amend fees for services provided by the Municipality;

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 User Rates and Fees for 2018 Amendment Bylaw No. 1087-2018".

PART 2 ENACTMENT

(a) This bylaw is in effect on October 17, 2018.

PART 3 SCHEDULES

(a) Schedule N of Bylaw No. 1073-2017 is hereby amended by deleting Schedule N in its entirety and immediately inserting as follows:

SCHEDULE N - LIQUOR AND CANNABIS REGULATION BRANCH RATES FOR LICENSING APPLICATIONS AND OCCUPANCY CAPACITY

For applications to the Liquor and Cannabis Regulation Branch requiring the local government's recommendation as to whether the application should be approved or rejected.	\$750
For inspections necessary for Liquor and Cannabis Regulation Branch applications for capacity increase.	\$150
For calculation of the occupant load to meet the requirements of the code for health and life safety.	\$150
For public hearing advertising that may be required in conjunction with the processing of applications for licensing to the Liquor and Cannabis Regulation Branch application.	\$800

PART 4 SEVERABILITY

4.1 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 on the ___ day of _____, 2018.

Read a second time on ___ day of _____, 2018.

Read a third time on the ___ day of _____, 2018.

Adopted on the ___ day of _____, 2018.

Adopted on the ___ day of _____, 2018.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1087-2018 as adopted.

Director of Corporate Services