



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY OCTOBER 9, 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 OCTOBER 9, 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	1. Minutes of the Special Council meeting held September 25, 2018.	
	Motion required.	1. 2.
2-6	2. Minutes of the Regular Council meeting held September 25, 2018.	
	Motion required.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	No delegations.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
7	1. Council Action Items. For information.	
	F. NEW BUSINESS	
	None in agenda package.	
	G. CORRESPONDENCE	
8	1. Rotary Clubs of Port Hardy and Port McNeill (Sept. 18/18) re: Request for donation to 32 nd Annual Rotary Auction (Note: 2017 donation: two annual resident launch and parking passes, one recreation adult punch card, one recreation child punch card and one-hour adult ice rental.)	
	Motion / direction	1. 2.
9	2. Alex Turner, Director Sayward Futures Society (Sept 20/18) re: Request Council write to Canadian Radio-Television Commission requesting the Commission require continuous cellular phone service for the full length of Highway 19.	
	Motion / direction	1. 2.
10	3. Elizabeth Aman-Hume, Executive Director Port Hardy & District Chamber of Commerce (Oct 1/18) re: Request for District support for Annual Pumpkin Patch Walk November 1, 2018.	
	Motion / direction	1. 2.
11	4. Dan Foster, Treasurer, North Island Seniors Housing Foundation re: Request for District of Port Hardy to provide land to build a seniors housing facility.	
	Motion / direction	1. 2.
	H. COUNCIL REPORTS	
	1. Verbal Reports from Council members.	
	I. COMMITTEE REPORTS	
12-14	1. Draft Minutes of the Tourism Advisory Committee meeting held September 20, 2018. For information.	
	<i>Recommendation to Council: THAT Council amend the Chamber of Commerce – Fee for Service Agreement Schedule ‘C’ Municipal and Regional District Tax Program (MRDT) dates to match the MRDT bylaw dates of July 1, 2017 to June 30, 2022.</i>	
	Motion / direction	1. 2.

- 15-16 2. Draft Minutes of the Emergency Planning Committee meeting held September 24, 2018. For information.
- 17-19 3. Draft Minutes of the Operational Services Committee meeting held September 24, 2018. For information.
- Recommendation to Council:*
THAT Council offer Fire Engine #6 for sale on BC Bid AND THAT local North Island Communities be advised of the availability of the vehicle.
- Motion / direction 1. 2.
- 20-21 4. Draft Minutes of the First Nations Relations Committee meeting held September 25, 2018. For information. (Note: Committee recommendation re: letter to BC Ferries in support of the return of mid-week Prince Rupert Kitasoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing was approved at the September 25, 2018 Council meeting.)
- J. STAFF REPORTS**
- 22-23 1. Accounts Payable for September 2018. For information.
- K. CURRENT BYLAWS AND RESOLUTIONS**
- 24-27 1. Bylaw 1086-2018, To Amend Water Conservation Bylaw 1050-2016. For Adoption.
- Motion required. 1. 2.
- 28-29 2. Bylaw 1087-2018, A Bylaw to Amend District of Port Hardy User Rates and Fees Bylaw 1073-2017. For Adoption.
- Motion required. 1. 2.
- 30-40 3. a) Director of Corporate Services, Heather Nelson-Smith (Oct 4/18) Bylaw 1088-2018.
- 41-43 b) Bylaw 1088- 2018 A Bylaw to Amend Zoning Bylaw 1010-2013.
- Motion required. 1. 2.
- L. PENDING BYLAWS**
- No pending bylaws.
- M. INFORMATION AND ANNOUNCEMENTS**
- October 15 Committee: Operational Services 3:00 pm Council Chambers
October 16 Twinning Society, 7:00 pm Council Chambers
October 17 Committee: Parks, Recreation, Arts & Culture 3:00 pm, Council Chambers
October 20 General Voting Day
October 23-27 Numata Delegation in Port Hardy
October 23 Council Regular Council meeting, 7:00 pm Council Chambers
- N. NOTICE OF IN CAMERA MEETING**
- No In Camera meeting scheduled at this time.
- O. ADJOURNMENT**
- Motion required. 1. 2. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY SEPTEMBER 25, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor Leightan Wishart, Councillors Pat Corbett-Labatt, Dennis Dugas, 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: Mayor Hank Bood

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

A. CALL TO ORDER

Deputy Mayor Wishart 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 September 25, 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*:

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(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.

D. ADJOURNMENT

Moved

THAT the Special Meeting of Council adjourn. Time: 6:57 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR

SC2018-026
AGENDA
SEPT 25/18
ACCEPTED
AS
PRESENTED

SC2018-027
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90 1 (k)

SC2018-028
ADJOURNED



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
SEPTEMBER 25, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor Leightan Wishart, Councillors Pat Corbett-Labatt, Dennis Dugas, 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; Leslie Driemel, Recording Secretary

REGRETS: Mayor Hank Bood

MEDIA: North Island Gazette **MEMBERS OF THE PUBLIC:** 1

A. CALL TO ORDER

Deputy Mayor Leightan Wishart called the meeting to order at 7:00pm 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 September 25, 2018 be accepted.

C. ADOPTION OF MINUTES

1. Minutes of the Special Council meeting held August 14, 2018.

Moved/Seconded/Carried

THAT the minutes of the Special Council meeting held August 14, 2018 be accepted.

2. Minutes of the Committee of the Whole meeting held August 14, 2018.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole meeting held August 14, 2018 be accepted.

3. Minutes of the Regular Council meeting held August 14, 2018.

Moved/Seconded/Carried

THAT the minutes of the Regular Council meeting held August 14, 2018 be accepted.

4. Minutes of the Public Hearing held September 5, 2018.

Moved/Seconded/Carried

THAT the minutes of the Public Hearing held September 5, 2018 be accepted.

5. Minutes of the Special Council meeting held September 5, 2018.

Moved/Seconded/Carried

THAT the minutes of the Special Council meeting held September 5, 2018 be accepted.

D. DELEGATIONS

No delegations.

2018-165
AGENDA
SEPT 25/18
ACCEPTED

2018-166
SPECIAL MEETING
MINUTES AUG
14/18 ACCEPTED

2018-167
COW MINUTES
AUG 14/18
ACCEPTED

2018-168
REGULAR COUNCIL
MINUTES AUG
14/18 ACCEPTED

2018-169
PUBLIC HEARING
MINUTES SEPT 5/18
ACCEPTED

2018-170
SPECIAL COUNCIL
MEETING MINUTES
SEPT 5/18
ACCEPTED

ACTION ITEMS

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Council action items were received for information.

F. NEW BUSINESS

No New Business

G. CORRESPONDENCE

1. Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs & Housing and Gary Maclsaac, Executive Director, UBCM (Aug15/18) re: 20107 reporting year for Green House Gas emissions was received for information.
2. Letter from Medical Health Officers (Sept.10/18) re: Public Health Approach to Non-Medical Cannabis was received for information.
3. News Release: Province of British Columbia (Sept 12/18) re: New infrastructure investments was received for information.
4. Leslie Driemel, Port Hardy Twinning Society (Sept 17/18) re: Request Council host a welcome reception October 23, 2018 for the delegation from Numata.

2018-171
HOST NUMATA
DELEGATION OCT
23/2018.

Moved/Seconded/Carried

THAT Council host a welcome reception for the delegation from Numata on October 23, 2018.

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.

2018-172
LETTER OF
SUPPORT IN
PRINCIPLE TO BC
HOUSING FOR
GWA'SALA-
'NAKWAXDA'XW
HOUSING PROJECT

Moved/Seconded/Carried

THAT Council write a 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.

H. COUNCIL REPORTS

COUNCIL
REPORTS

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

I. COMMITTEE REPORTS

1. Draft minutes of the Parks, Recreation, Arts & Culture Committee meeting held August 15, 2018 were received for information.

Draft Director of Community Services Job Description was received for information.

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.

2018-173
DIR COMMUNITY
SERVICES JOB
DESCRIPTION &
POSITION IN 2019
BUDGET.

Moved/Seconded/Carried

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.

2. Draft minutes of the Operational Services Committee meeting held August 27, 2018 were received for information.
3. Draft minutes of the Community Consultative Committee meeting held August 28, 2018 were received for information.
4. First Nations Relations Committee meeting held September 25, 2018

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

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

2018-174
LETTER OF
SUPPORT RE: BC
FERRIES - RETURN
MID-WEEK PRINCE
RUPERT -DENNY
ISLAND -BELLA
BELLA - PORT
HARDY
SAILINGS

Moved/Seconded/Carried

THAT Council write a letter to BC Ferries in support of the return of mid-week Prince Rupert Kitsoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing.

J. STAFF REPORTS

1. Accounts Payable for August 2018 was received for information.
2. Heather Nelson-Smith, Director Corporate Services, Verbal Report re: Council Policy #CP9.2 Liquor and Cannabis Licensing Process Policy.

Heather Nelson-Smith, Director Corporate Services reviewed the proposed changes that address the cannabis licensing process in Council Policy #CP9.2.

2018-175
APPROVED:
AMEND POLICY
CP9.2

Moved/Seconded/Carried

THAT Council approve the amendments to Council Policy #CP9.2, Liquor and Cannabis Licensing Process Policy as presented.

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

Councillor Tidbury commented that he has experience in organizing conferences with 350+ attendees and that the hosting of an AVICC Convention in Port Hardy could be done by establishing an in-house adhoc committee to organize the event.

Council discussion included:

- Soliciting local businesses for sponsorship;
- Staff workloads, expenses the District is expected to cover and possibly hiring an event organizer;
- 'In-house' pertaining to District employees would be minimal such as sending letters;
- Good opportunity to have Councils from southern areas of Vancouver Island visit first hand resource-based forestry and fishing communities.

2018-176
APPROVE IN
PRINCIPLE DPH
HOST FUTURE
AVICC
CONVENTION

Moved/Seconded/Carried

THAT Council approve in principle the hosting of an AVICC Convention in Port Hardy AND THAT further investigation be done in setting up an adhoc committee.

K. CURRENT BYLAWS AND RESOLUTIONS

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

2018-177
BYL 1083-2018
COUNCIL
REMUNERATION

Moved/Seconded

THAT Bylaw 1083-2018, A Bylaw to Provide for the Payment of Council Members Remuneration and Expenses be adopted.

2018-178
RESCIND 3RD
READING OF BYL
1083-2018 COUNCIL
REMUNERATION

Moved/Seconded/Defeated

THAT Council rescind Third Reading of Bylaw 1083-2018, A Bylaw to Provide for the Payment of Council Members Remuneration and Expenses and review the draft options once more.

Council discussion included:

- Councillor Dugas' review of average separation of Mayor / Councillor remuneration from other communities as approximately \$10,000;
- Current policy is Councillor remuneration is 50% of Mayor's remuneration;
- Current remuneration policy will continue to increase gap the between Mayor and Councillor remuneration;
- All Council members should be recognized for their work;
- Change the percentage in the councillor remuneration or look at setting a dollar value;
- Timeline to pass remuneration bylaw so that incoming Council does not have issues over voting for or against a council remuneration increase.

The motion to rescind third reading was defeated

Deputy Mayor Wishart called the question on motion 177

Councillors Corbett-Labatt and Dugas opposed.

Councillor Robertson advised he abstained from the vote. Heather Nelson-Smith, Director of Corporate Services advised that if a Council member is in the room and does not indicate a vote for or against a motion, the member's vote is determined to be in the affirmative.

Deputy Mayor Wishart called the question again on motion 177

2018-177
BYL 1083-2018
COUNCIL
REMUNERATION

Moved/Seconded/Carried

THAT Bylaw 1083-2018, A Bylaw to Provide for the Payment of Council Members Remuneration and Expenses be adopted.

Councillors Corbett-Labatt and Dugas opposed.

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.

2018-179
BYL 1084-2018
AMEND OCP BYL
15-2011 2nd & 3rd
READING &
ADOPTION

Moved/Seconded/Carried

THAT Bylaw 1084-2018, a Bylaw to Amend Official Community Plan Bylaw 15-2011 receive Second Reading, Third Reading and Adoption

3. 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 Second Reading, Third Reading and Adoption.

2018-180
BYL 1085-2018
AMEND ZONING
BYL 1010-2013
2nd & 3rd READING &
ADOPTION

Moved/Seconded/Carried

THAT Bylaw 1085-2018, a bylaw to Amend Zoning Bylaw No. 1010-2013 receive Second Reading, Third Reading and Adoption

2018-181
BYL 1086-2018
AMEND WATER
CONSERVATION
BYL 1050-2016 1ST,
2ND, 3RD READINGS

4. Bylaw 1086-2018, To Amend Water Conservation Bylaw 1050-2016. For First, Second and Third Readings.

Moved/Seconded/Carried

THAT Bylaw 1086-2018, To Amend Water Conservation Bylaw 1050-2016 receive First, Second and Third Readings.

5. Staff Report from Lynda Sowerby, Director of Finance (Sept.25/18) re: Amending User Rates and Rates Bylaw regarding fees and charges relevant to Cannabis Retail Store licensing was received for information

Bylaw 1087-2018, A Bylaw to Amend District of Port Hardy User Rates and Fees Bylaw 1073-2017. For First, Second and Third Readings.

Moved/Seconded/Carried

THAT Bylaw 1087-2018, A Bylaw to Amend District of Port Hardy User Rates and Fees Bylaw 1073-2017 receive First, Second and Third Readings.

2018-182
BYL 1087-2018
AMEND BYL 1073-
2017 USER RATES
1ST, 2ND, 3RD
READINGS

L. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:58pm

CORRECT

APPROVED

2018-183
ADJOURNMENT

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR

ITEM	ACTION REGULAR MEETING Sept 25, 2018	WHO	STATUS /COMMENTS
Twinning Society (Sept 17/18) re: Request Council host welcome reception Oct 23/18 for delegation from Numata.	Approved: - Plan reception	LD/ HN-S	In progress
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 the housing development at 8905 Park Dr.	Approved: Letter of support in principle. -Write letter as directed.	AMc	Done
Draft minutes Parks, Recreation, Arts & Culture Committee meeting Aug 15/18 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.	Recommendation Approved: as presented -Amend & distribute CP7.3 -Consider position in 2019 budget discussions	LD LS	Done
First Nations Relations Committee meeting held September 25, 2018 Re: Email from Travis Hall, re: Request for letter to BC Ferries supporting the return of mid-week sailing Prince Rupert - Port Hardy sailing. <u>Recommendation:</u> THAT Council write a letter to BC Ferries supporting the return of mid-week sailing Prince Rupert Kitasoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing.	Recommendation Approved: as presented -Write letter to BC Ferries supporting return of mid-week sailing Prince Rupert Kitasoo (Xais-Xais) Denny Island Heiltsuk (Bella Bella) Port Hardy sailing.upporting	HN-S	Done
Council Policy #CP9.2 Liquor and Cannabis Licensing Process Policy.	Approved as presented - amend & distribute Policy CP9.2	LD	Done
ITEM	ACTION REGULAR MEETING August 14, 2018	WHO	STATUS /COMMENTS
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.	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	Winter project
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
Hosting future AVICC Convention Staff to investigate the process to host AVICC convention	Sept 25/18: THAT Council approve in principle the hosting of an AVICC Convention in Port Hardy AND THAT further investigation be done in setting up an adhoc committee -Staff report received on Sept 25 18/Council meeting.	C/JT	
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: Mayor Bood attending

"Service Above Self"



Rotary Clubs of Port Hardy and Port McNeill

PO BOX 1890, PORT HARDY, BC V0N 2P0

District 5020

September 18, 2018

DISTRICT OF PORT HARDY
BOX 68
PORT HARDY, BC V0N 2P0



Dear Valued Supporter:

It is with great pleasure that we inform you of the upcoming 32nd Annual Rotary Radio Auction, which will be held on November 3 & 4 at the Thunderbird Mall in Port Hardy. Once again, this Auction is a joint effort between the Rotary Clubs of Port Hardy and Port McNeill and will be broadcast live on 1240 Coast AM radio as well as on Shaw Cable Channel 10 (in Port Hardy).

Your past generosity has enabled us to undertake many projects in the North Island. For example, the Dillon Point Shelter, additional equipment at the Rotary Centennial Playground, the Fort Rupert Library and Learning Centre, Rotary Trail in Port McNeill, Rotary Pavilion at Storey's Beach, the Seniors Housing Complex in Port Hardy, the waterfront cenotaph in Port McNeill, the boat launches in Port Hardy, the jointly funded senior's housing complex in Port McNeill, the North Island Born to Read Program, the emergency generator in Port McNeill, many parks, playgrounds, bus shelters, and other projects too numerous to mention. The North Island is also renowned for our support of the Rotary Youth Exchange Program, where we host foreign students in our homes and send local students from the North Island for one year stays in other countries.

All of these projects and services are supported by our fundraisers, the largest of which is the Annual Rotary Radio Auction. For thirty-one years this event has helped to generate funds which support important projects on the North Island and around the world.

We are again asking for your support by donating an item to the Auction. Your donation will receive valuable mention through local and social media outlets.

You will be contacted shortly by local Rotarian DAVIDA HUDSON. Thank you in advance for your continued support.

Yours truly,

Dale Dorward & Adam Ireton
Auction Chairpersons
Rotary Club of Port Hardy

Adam Ireton
President
Rotary Club of Port Hardy

Bill Velie
Auction Chairperson
Rotary Club of Port McNeill

Rick Restell
President
Rotary Club of Port McNeill

1727 Sayward Road
Sayward, B.C.
VOP 1R0 1 - 250 - 282 - 3799
September 20, 2018



Mayor and Councilors
District of Port Hardy
7360 Columbia Street
Port Hardy

Dear Mayor and Councilors:

As a director of Sayward Futures Society and a member of the Sayward Tourism Committee I recently appeared as a delegation to my local Strathcona Regional District board meeting requesting support for a campaign for continuous cellular phone service for the full length of Highway 19. That board was warmly receptive to the campaign. I am requesting that you also support this initiative.

I am asking that you write to the Canadian Radio-television Communications Commission (CRTC) requesting that the Commission require the local service provider to ensure that there is continuous service for the full length of the highway.

Having continuous service is essential to local tourism committees and operators for communicating with travelers. Other businesses would appreciate the convenience of telephone communication on the road.

The most compelling reason is the concern for safety on the highway and prompt first responder arrival at the scene of an accident. There are sections of the highway that require a drive of a half hour or more to the nearest available land line phone. The ability to contact 911 from anywhere on the highway is obviously a necessity.

Please contact the CRTC at the following:


Secretary General
CRTC
Ottawa K1A 0N2

fax 819 – 994 – 0218

toll free 1- 877- 249 – 2782

1 - 888 - 221 – 1887

Yours truly,


Alex Turner



October 1, 2018

District of Port Hardy
7360 Columbia St.
Box 68, Port Hardy, BC V0N 2P0

RE: Pumpkin Patch Walk

Dear Mayor Hank Bood & Council,

The Port Hardy Chamber of Commerce is pleased to present the Annual Pumpkin Patch Walk on Thursday, November 1st, 2018, from 6pm to 8pm.

To ensure the success of this popular event we respectfully make the following requests:

- ✓ Permission for use of the seawall from Rotary Park to the Tzulquate Park. The seawall provides an ideal location for easy access for the entire community to enjoy the pumpkin display.
- ✓ That the lights along the seawall to be turned off at 6:00pm and restored at 8:00pm.
- ✓ Use of wheelbarrows throughout the day.
- ✓ Access to the power outlets in Carrot Park and the Tori garden.
- ✓ Use of barricade equipment to block the banks of the creek in Carrot Park for safety purposes.

Thank you for your support, and we look forward to seeing you there!

Sincerely,

A handwritten signature in blue ink that reads "Elizabeth Aman-Hume". The signature is fluid and cursive, with a long horizontal line extending to the right.

Elizabeth Aman-Hume
Executive Director

Box 249-7250 Market Street, Port Hardy, BC V0N 2P0
Tel: 250-949-7622 manager@porthardychamber.com www.porthardychamber.com

North Island Seniors Housing Foundation
c/o Foster & Company, Box 698, Port Hardy, BC V0N 2P0
250.949.6713 dan@danfosteraccounting.com

Mayor and Council
The District of Port Hardy
Box 68
Port Hardy, BC
V0N 2P0

Dear Sirs and Madams:

The North Island Seniors Housing Foundation has been established to build a facility in Port Hardy to house seniors from the North Island in a supported-living environment. By doing this, the directors of the Foundation hope to provide housing for seniors with a level of supports not previously available on the North Island and reduce the number of people who are forced to leave their families and a part of the Island they may have lived in for most or all of their lives to find the supports they require.

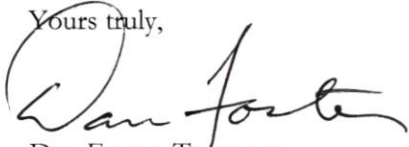
The Foundation is a registered society and we have applied for charitable status, specifically as a public foundation.

Initially we intend to build a facility with 25 units, a central dining facility and a new home for the Hardy Bay Seniors' Centre. We would like to add 25 more units at a later date.

There are a number of matters that need to be dealt with before this idea becomes reality. One of the most important tasks is to acquire a suitable site for the facility. To maximize the quality of the facility, we hope to keep our outlay for land to a minimum. We believe this project is very beneficial to Port Hardy and we hope that the District will agree to provide the Foundation with a suitable piece of land.

We would be very happy to provide any information you wish with respect to this project. Please contact me at 250.949.6713, by email at dan@danfosteraccounting.com or at Box 698, Port Hardy, BC.

Yours truly,



Dan Foster, Treasurer
North Island Seniors Housing Foundation



**MINUTES OF THE
DISTRICT OF PORT HARDY
TOURISM ADVISORY COMMITTEE MEETING
THURSDAY SEPTEMBER 20, 2018
MUNICIPAL HALL, 7360 COLUMBIA STREET**



- PRESENT:** Donna Gault (Chair), Councillor Dennis Dugas, District of Port Hardy; Joli White, Tourism Coordinator, Vancouver Island North Tourism; Elizabeth Aman-Hume, Executive Director Chamber of Commerce;
- STAFF:** Allison McCarrick, CAO; Lynda Sowerby, Director of Finance; Leslie Driemel, Recording Secretary, District of Port Hardy
- REGRETS:** Councillor Rick Marcotte, District of Port Hardy; Mike Kelly, Codfather Charters, Tourism Stakeholder Rep

A. CALL TO ORDER

DRAFT

Chair Donna Gault called the meeting to order.

Time: 2:05pm

B. APPROVAL OF AGENDA

Donna Gault requested an addition to the agenda under:

New Business

- 4) Resignation of Mike Kelly, Codfather Charters as Tourism Stakeholder Representative on the Committee.

Moved/Seconded/Carried

THAT the agenda of the Tourism Advisory Committee meeting September 20, 2018 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Tourism Advisory Committee meeting held June 7, 2018.

Moved/Seconded/Carried

THAT the Minutes of the Tourism Advisory Committee meeting held June 7, 2018 be accepted as presented.

Councillor Dugas requested an update on availability of Port Hardy branded merchandise at the Visitor Center. Elizabeth Aman-Hume was advised branded merchandise has been received and is available at the Center.

The Committee discussed the use by outside parties of the 'Live the Adventure' logo and tag line as a single and separated items. It was commented that parts of the logo were used as a Bear Smart logo. Allison McCarrick, will investigate if any rules and regulations regarding use of the branding logo were established. The Committee requested a discussion on use of the 'Live the Adventure' branding be brought to the next agenda.

D. DELEGATION

DRAFT

No Delegation

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action items.

TAC-2018-009
APPROVAL OF
AGENDA AS
AMENDED

TAC-2018-010
MINUTES
JUNE 7/18
ACCEPTED

Action items were reviewed and updated.

BC Ferries

On Board Advisors: Ongoing: Elizabeth Aman-Hume advised she will discuss the program at an upcoming October BC Ferries Northern Advisory Committee meeting.

CBRE Data Collection

DRAFT

Ongoing

2. 2018 MRDT Budget: Year to Date Update on budgeted items
Lynda Sowerby, Director of Finance reviewed the 2018 MRDT budget year to date.

Discussion included:

- Some items are 2017/2018 projects and run across the budget years.
- Visitor surveys and visitor profile package are still to come.
- If there is a need for MRDT administrators to consult with Committee regarding the moving of budget items from one area to another to take advantage of new opportunities.
- Some items approved in the budget are still ongoing and some budget costs need to be moved to correct areas.
- Website work / administration cost allocations are ongoing.
- Final report will show correct allocation of expenses.

F. NEW BUSINESS

1. MRDT 2019 Budget – Elizabeth Aman-Hume distributed a draft budget for the Committee's review.

Discussion topics included:

- A review of line items and that amounts may change in final budget including:
 - Reprinting and greater distribution of the Port Hardy Destination Guide.
 - Print ads in Westjet Magazine, Pacific Yachting and Beautiful BC magazine to reach a wider area of possible visitors.
 - Continuing with transit/bus ads as the stats showed an increase in website activity around that time.
 - Dollars spent on print vs digital advertising and co op advertising.
 - Quality of Fishing BC video and lack of data on audience it reaches.
 - Port Hardy Destination Guide costs: for distribution on specific BC Ferry routes, Vancouver Airport, for editing and re-design to fit racks and for mass production.
- Increased funding will be coming as a result of the 3% MRDT 3% tax rate for all of 2018.
- A review of deadlines for submission to Council and provincial MRDT deadline requirements.
- Website needs more attention – staff skills need upgrading, Elizabeth to do upgrading in-house.

Lynda Sowerby and Elizabeth Aman-Hume will meet and review the draft budget and re-circulate it to the Committee.

DRAFT

2. MRDT 2019. One Year Tactical Plan – Elizabeth Aman-Hume distributed to the Committee a draft tactical plan The Committee briefly discussed the draft plan and requested it be circulated electronically for further review.

3. Chamber of Commerce – Fee for Service Agreement Renewal.

The Committee discussed Schedule 'C' of the above agreement.

<p>TAC-2018-011 RECOMMENDATION TO COUNCIL RE: CH OF COMM AGREEMENT SCHEDULE 'C'</p>	<p>Moved/Seconded/Carried DRAFT The Tourism Advisory Committee recommends: THAT Council amend the Chamber of Commerce – Fee for Service Agreement Schedule 'C' <i>Municipal and Regional District Tax Program (MRDT)</i> dates to match the MRDT bylaw dates of July 1, 2017 to June 30, 2022.</p> <p>ADDENDUM <u>New Business</u></p> <p>4) Resignation of Mike Kelly, Codfather Charters as Tourism Stakeholder Representative.</p>
<p>TAC-2018-012 M.KELLY RESIGNATION & RECRUIT NEW TOURISM STAKEHOLDER MEMBER</p>	<p>Moved/Seconded/Carried THAT the Tourism Advisory Committee accept the resignation of Mike Kelly as the Tourism Stakeholder Representative AND THAT the Committee recruit a new member as the Tourism Stakeholder representative.</p> <p>The Committee requested the recruitment of a new Tourism Stakeholder representative be included as part of the Executive Summary and its distribution to accommodation providers and tourism operators.</p> <p>G. CORRESPONDENCE</p> <p>No correspondence. DRAFT</p> <p>H. COMMITTEE MEMBER REPORTS</p> <p>a) Chair Report – Donna Gault No report</p> <p>b) Visitor Information Center / Chamber of Commerce - Elizabeth Aman-Hume: No Report</p> <p>c) Regional District VINTAC - Jolie White</p> <ul style="list-style-type: none">• The September Tourism Vancouver Island Conference in Port Hardy is sold out.• If you sell accommodation in BC you must be registered to collect PST and MRDT <u>UNLESS</u>:<ul style="list-style-type: none">○ only list your accommodation on an online accommodation platform that is registered to collect PST and MRDT○ gross revenue from the accommodation was less than \$2,500.00 in the previous 12 months; gross revenue in the next 12 months are reasonably estimated to also be less than \$2,500○ your rate is less than \$30.00 per day or \$210 per week <p>I. NOTICE OF MEETINGS</p> <p>Next meeting date: To be determined. DRAFT</p> <p>J. ADJOURNMENT</p> <p>Moved THAT we adjourn Time: 4:00pm</p>
<p>TAC-2018-013 ADJOURNMENT</p>	



**MINUTES OF THE
DISTRICT OF PORT HARDY
EMERGENCY PLANNING COMMITTEE MEETING
SEPTEMBER 24, 2018
MUNICIPAL HALL 7360 COLUMBIA STREET**

Committee Members: Leightan Wishart (Chair); Rick Marcotte, Councillor DPH (Vice-Chair); John Tidbury Councillor DPH; Bob Hawkins, DPH Emergency Coordinator; Brent Borg Fire Chief, Port Hardy Fire Rescue

Also Present: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Leslie Driemel, Recording Secretary

Regrets: Bob Swain, Emergency Coordinator, Gwa'sala-'Nakwaxda'xw Nations; Norma Hemphill, ESS Co-Ordinator; Karla Broadfoot, ESS Volunteer; Wes Olsen, Staff Sargent, RCMP; Jeff Houle, J.D. Petroleum Ltd. DPH; Mike McCulley, Deputy Emergency Coordinator; Nat Pottage, BC Ambulance Service; Gavin Texmo, Deputy Fire Chief, Port Hardy Fire Rescue

A. CALL TO ORDER

Chair Leightan Wishart called the meeting to order. Time: 12:01 pm

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Emergency Planning Committee meeting September 24, 2018 be accepted as presented.

EPC-2018-013
APPROVAL OF
AGENDA AS
PRESENTED

C. ADOPTION OF MINUTES

1. Minutes of the meeting held July 30, 2018.

Moved/Seconded/Carried

THAT the minutes of the Emergency Planning Committee meeting held July 30, 2018 be approved.

EPC-2018-014
MINUTES
JULY 30/18
APPROVED

DELEGATIONS

No Delegations.

D. BUSINESS ARISING / UNFINISHED BUSINESS

1. Review and Update of Action Items.

ACTION ITEMS
REVIEW

Committee Members

It was commented that Jeff Houle is back in Port Hardy and that Vince Case is the new owner of Prosperity Fuels. The Committee requested they both be contacted to see if they wish to be on the Committee.

ESS First Responders Contact

Bob Hawkins knows all the contacts (ESS / EMBC etc.). First Responders to contact Bob directly he will make calls as needed. A discussion was held on the relationship between the District ESS and providing ESS help to Gwa'sala-'Nakwaxda'xw First Nation.

Ammonia Leak Emergency Procedure

To be done in conjunction with Fall table top exercise.

Airport Tabletop Exercise

Bob Hawkins advised it is still being planned, he will contact Airport for an update.

Fall Fair Emergency Preparedness Table

Chair Wishart commented that it was a good display with lots of comments and interaction with attendees.

Generator for Reception Center

Ongoing: Approved in 2018 budget. Heather Nelson-Smith will work with the Director of Finance to purchase.

ESS Supplies

Seacan is in place, shelves to be built and ESS Coordinators to do inventory of supplies and move to Seacan. Other supplies ready for pick up from Port McNeill.

Roles & Responsibilities Training

Still on hold. EMBC training videos created for emergency committees and Councils, as part of the 2018 election education programs, may be used.

Emergency Plan Review

December Review

E. CORRESPONDENCE

No Correspondence

F. NEW BUSINESS

1. Shakeout BC date and time was confirmed as October 18, 2018 at 10:18 am.

G. NEXT MEETING DATE: Monday November 26, 2018

Upcoming 2019 Meeting Dates

Bimonthly on the last Monday of the month: January 28, 2019.

H. ADJOURNMENT

THAT the meeting be adjourned.

Time: 12:15pm

EPC-2018-015
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
HELD MONDAY SEPTEMBER 24, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

**Committee
Members:**

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

Staff:

Allison McCarrick, CAO Heather Nelson-Smith, Director Corporate Services; Abbas Farahbakhsh, Director of Operational Services; Leslie Driemel, Recording Secretary

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Allison McCarrick requested amendments to the agenda under:
New Business:

2. Update on Telus Fibre Network installation.
3. Update on sewer force main to east side of Hardy Bay.

Moved/Seconded/Carried

THAT the agenda for the Operational Services Committee meeting of September 24, 2018 be accepted as amended.

C. MINUTES

1. Minutes of the Operational Services Committee meeting held August 27, 2018.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee meeting held August 27, 2018 be accepted.

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING / UNFINISHED BUSINESS

1. Review and Update of Action Items

Abbas Farahbakhsh reviewed and updated the action items list.

4 Way Stops at Douglas St (Hwy19) and Granville St.

Extra-large stop signs: Abbas Farahbakhsh advised the District is using Ministry of Highways standards for signs in a 50 km speed zone. There will be an additional 50 km sign put in along the roadway discussion included:

- The need for increased policing in the area to reduce speeding.
- Tourists coming into town at 80 km/h and do not slow down.
- Installing rumble strips – Abbas Farahbakhsh to consult with paving company the cost of installing rumble strips in existing pavement.
- Adding “New” to top of sign to attract drivers’ attention.
- Investigating if RCMP have a radar reader sign at the local detachment.

OP SCVS
2018-031
AGENDA SEPT
24/18
ACCEPTED AS
AMENDED

OP SCVS
2018-032
MINUTES AUG
27/18
ACCEPTED

ACTION ITEMS

Utility Box Wraps

Allison McCarrick advised the BC Hydro beautification grant application is an annual grant program and the deadline is Oct 1. The District will look at submitting an application in 2019. The cost of wrapping District lift stations is approximately \$12,000 – to be considered in 2019 budget discussions.

Repair of Hardy Bay Road – Alders at Byng Rd/Hwy 19

Abbas Farahbakhsh advised he has discussed District's concerns with Highways.

2. Capital Items List/Operations

Abbas Farahbakhsh updated the Committee on the Capital Items/Operations List.

3. Discussion: Committee Mandate/Terms of Reference

- a. Port Hardy Website Committee Information, was received as information.
- b. Parks, Recreation, Arts & Culture Committee Terms of Reference was received as information.

The Committee reviewed the Operational Services Committee information currently on the District website and the Parks, Recreation, Arts & Culture Committee Terms of Reference. Discussion included the overlapping of areas of operational responsibility with Parks, Recreation, Arts & Culture Committee.

The Committee requested staff review and update the website information and prepare a draft Operational Services Committee Terms of Reference for the next meeting.

F. CORRESPONDENCE

1. No correspondence.

G. NEW BUSINESS

1. Allison McCarrick, CAO re: Seagate Building commercial lease expression of interest.

Allison McCarrick advised that there have been ongoing discussions with the Coast Guard, but they have not been able to confirm their plans. The District will issue an expression of interest for the Seagate Building in January.

Addendum

2. Allison McCarrick updated the Committee on the progress of the Telus Fibre Optic installation project. More crews are coming to the area October 1st and the project is expected to be completed in early November.
3. Allison McCarrick updated the Committee on repairs that may be needed to the sewer line that runs across Hardy Bay.

H. STAFF REPORTS

1. Water Operations Report, August 2018 was received for information.
2. Heather Nelson-Smith, Dir. Corporate Services (Aug 31/18) re: Flag Policy.

The information presented in the Director of Corporate Services report was reviewed. Discussion included:

- The range of policies that are followed by other organizations.
- Following the Province of British Columbia flag policy, deleting section #11, 12, 13, 14a and 14b and 16.
- Including first responders.
- Discretion of who owns the flagpole as to when it is lowered to half-mast.

CAPITAL LIST

OP SCVS
2018-033
FLAG POLICY

Moved/Seconded/Carried

THAT the Committee direct staff to prepare a draft flag policy for consideration at the next meeting.

3. Port Hardy Harbour Authority August 2018 monthly report to CAO was received for information.

The Committee reviewed the information in the report, requested it be included in monthly agendas and requested clarification on what constitutes 'First Nations Rec Vessel' and 'First Nations Comm Vessel'.

4. Allison McCarrick, CAO (Sept 24/18) Fishermans Wharf Float Reconstruction – Government of Canada was received for information.
5. Lynda Sowerby, Dir. Financial Services (Sept 24/18) re: Disposal of Fire Engine #6.

The Committee discussed the report and the options presented by the Director of Finance.

OP SCVS
2018-034
FIRE ENGINE
#6 FOR SALE

Moved/Seconded/Carried

The Operational Services Committee recommends:
THAT Council offer Fire Engine #6 for sale on BC Bid AND THAT local North Island Communities be advised of the availability of the vehicle.

I. COMMITTEE MEMBER REPORTS

No reports.

J. NOTICE OF MEETING: Next scheduled meeting: Monday October 15, 2018.

K. ADJOURNMENT

OP SCVS
2018-035
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 4:20 pm



**MINUTES OF THE
DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE MEETING
TUESDAY SEPTEMBER 25, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

Committee

Members:

Councillor Pat Corbett-Labatt (Chair), Councillor Leightan Wishart

DRAFT

Also Present:

Chief Ross Hunt, Kwakiutl First Nation

Staff:

Allison McCarrick, CAO; Leslie Driemel, Recording Secretary

A. CALL TO ORDER

Councillor Pat Corbett-Labatt called the meeting to order at 3:15 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

Councillor Corbett-Labatt requested an addendum to the meeting under:

New Business

2. Plan H Grant information

Moved/Seconded/Carried

THAT the agenda for the First Nations Relations Committee meeting of September 25, 2018 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the First Nations Relations Committee meeting held July 10, 2018.

Moved/Seconded/Carried

THAT the minutes of the First Nations Relations Committee meeting held July 10, 2018 be accepted as presented.

D. DELEGATIONS

1. No delegations

DRAFT

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items were reviewed.
2. Summer Games project.
No information - carried forward.

F. CORRESPONDENCE

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

Moved/Seconded/Carried

The Committee recommends:

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

DRAFT

G. NEW BUSINESS

1. UBCM Community to Community Forum (C2C). Deadline October 19, 2018 for events November 5, 2018 - March 31, 2019.

FNRC
2018-023
AGENDA SEPT
25/18 ACCEPTED
AS AMENDED

FNRC
2018-024
MINUTES OF JULY
10/18 ACCEPTED

ACTION ITEM
REVIEW

FNRC
2018-025
RECOMMENDATION
TO COUNCIL
SUPPORT MID
COAST MID WEEK
SAILINGS

Proposed Event re: Fund three First Nation Central Coast Regional District Directors (Bella Bella & Wuikinuxv) to come to Port Hardy for a discussion on the UBCM Resolution B150 Financing Reconciliation: Solutions for Local Communities.

Councillor Corbett-Labatt reviewed the presentation at the UBCM workshop titled: *Financing Reconciliation – A New Model for Positive Change* and UBCM Resolution B150 Financing Reconciliation Solutions for Local Communities. The Committee was advised it was a good workshop and it was suggested that a C2C application be made to bring the same workshop to Port Hardy.

Discussion included:

- Contacting local First Nations to see if they are interested;
- C2C funding – 50% contribution by the District for a general workshop not oriented towards a specific community to community event;
- Local First Nation can apply for a C2C and District could contribute towards the event;
- Copies of the UBCM workshop presentations will be made available shortly.

DRAFT

The Committee requested staff send the workshop information to local First Nation Communities.

Chief Ross Hunt Jr., Kwakiutl First Nation joined the meeting. Time: 3:30

Addendum

2. Plan H

Councillor Corbett-Labatt distributed information regarding a new Plan H *Health and Wellness Grant for Indigenous Communities*. Deadline for application is November 5, 2018.

The Committee requested staff send the grant information to Local First Nations.

Ross Hunt advised the Committee he has prepared a draft expression of interest for a summer games project and will circulate it to the Committee. It was commented the summer games project may fall under Plan H grant focus on community health and wellness under areas of 'social or cultural connectedness'.

DRAFT

Chief Ross Hunt and the Committee discussed:

- The need for a Council to Council meeting to discuss areas of mutual interest;
- If there are protocols to follow to set up a Council to Council meeting;
- Past efforts to arrange meetings;
- Deficits in First Nation funding particularly in areas of local services such as road maintenance and recycling;
- Voting in municipal elections - First Nations own land in municipal boundaries and pay taxes but are limited in voting opportunities. (Note: "A person cannot vote on behalf of a corporation, or as a non-resident property elector, based on a property owned wholly or in part by a corporation", from: www.gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections/voter-eligibility-voting)

H. COMMITTEE MEMBER REPORTS

No reports.

I. NEXT MEETING DATE: Next meeting October 9th at 3:00 pm.
The Committee requested a notice of meeting to be emailed October 1st.

Upcoming meetings: November 13 and December 11.

J. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:00 pm

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
011691	06/09/2018	03614	A STEP A-HEAD ENGINE & M	393.16	
011692	06/09/2018	00437	ACME SUPPLIES LTD.	603.24	
011693	06/09/2018	00829	ANA'S HARDY CLEAN	3,373.48	
011694	06/09/2018	01145	BLACK CAT REPAIRS	582.40	
011695	06/09/2018	03426	CIBC	1,893.88	
011696	06/09/2018	01410	CLARKE, MARY ELLEN	200.00	
011697	06/09/2018	02822	Corix Water Products LP	1,269.36	
011698	06/09/2018	01476	DOR-TEC SECURITY LTD.	138.30	
011699	06/09/2018	01865	EMCON SERVICES INC.	1,120.00	
011700	06/09/2018	00099	FOX'S DISPOSAL SERVICES	16,718.36	
011701	06/09/2018	00052	HARDY BUILDERS' SUPPLY	254.81	
011702	06/09/2018	03293	Henschke, Jim	25.76	
011703	06/09/2018	00063	HOME HARDWARE BUILDING C	77.75	
011704	06/09/2018	00065	K & K ELECTRIC LTD.	381.21	
011705	06/09/2018	02883	Lekker Food Distributors	1,251.92	
011706	06/09/2018	03615	Lucas, Michael	88.43	
011707	06/09/2018	03059	MAXXAM ANALYTICS	1,762.95	
011708	06/09/2018	00033	NAPA AUTO PARTS/N.I. IND	47.51	
011709	06/09/2018	03135	Nelson-Smith, Heather	86.92	
011710	06/09/2018	03390	O'Reilly, Kathy	1,435.35	
011711	06/09/2018	00487	O.K. Paving Company	218,092.88	
011712	06/09/2018	00075	O.K. TIRE STORE (PORT HA	1,046.53	
011713	06/09/2018	00281	PARKLAND REFINING (B.C.)	1,728.94	
011714	06/09/2018	00769	Praxair Distribution	945.43	
011715	06/09/2018	03266	RALEIGH Fire Safety Ltd	329.57	
011716	06/09/2018	00107	RECEIVER GENERAL FOR CAN	23,439.42	
011717	06/09/2018	00187	REGIONAL DISTRICT OF MT	8,654.64	
011718	06/09/2018	03174	Schantz, Robert	66.78	
011719	06/09/2018	01026	VIMAR EQUIPMENT LTD.	8,162.37	
011720	06/09/2018	03148	Westport Welding & Fabri	5,112.52	
011721	06/09/2018	00047	B.C. HYDRO (Minister of	38,866.14	
011722	06/09/2018	00588	Minister of Finance	466.20	
011723	13/09/2018	00044	ACKLANDS - GRAINGER INC.	274.87	
011724	13/09/2018	02514	AlSCO	210.34	
011725	13/09/2018	03541	APPLEWOOD FORD	1,533.99	
011726	13/09/2018	01836	ARIES SECURITY LTD.	16,662.30	
011727	13/09/2018	01236	B.C. HYDRO CAD - 130160	18,507.30	
011728	13/09/2018	00073	BLACK PRESS GROUP LTD.	529.13	
011729	13/09/2018	02989	Bleaney, Cassandra	21.23	
011730	13/09/2018	01615	BOOD, HANK	368.27	
011731	13/09/2018	02812	Chartered Professional A	120.75	
011732	13/09/2018	01965	CMJ EQUIPMENT LTD.	1,338.75	
011733	13/09/2018	00063	HOME HARDWARE BUILDING C	14.50	
011734	13/09/2018	03337	LOCKZ2FIT	345.50	
011735	13/09/2018	00069	MACANDALE'S	138.75	
011736	13/09/2018	00033	NAPA AUTO PARTS/N.I. IND	76.07	
011737	13/09/2018	03135	Nelson-Smith, Heather	830.80	
011738	13/09/2018	02063	NORTH ISLAND HOME IMPROV	4,693.50	
011739	13/09/2018	00027	NORTH ISLAND VETERINARY	21.00	
011740	13/09/2018	00487	O.K. Paving Company	146,737.50	
011741	13/09/2018	00075	O.K. TIRE STORE (PORT HA	56.00	
011742	13/09/2018	02749	Orach Enterprises Ltd.	3,989.33	
011743	13/09/2018	00217	ORKIN CANADA CORPORATION	108.68	
011744	13/09/2018	02071	PACIFICUS BIOLOGICAL SER	1,050.35	
011745	13/09/2018	00281	PARKLAND REFINING (B.C.)	1,896.11	
011746	13/09/2018	03242	Patterson's Plumbing	2,028.60	
011747	13/09/2018	00279	REDDEN NET CO. (PORT HAR	76.13	
011748	13/09/2018	00253	Shaw Cable	140.34	
011749	13/09/2018	03550	TELMATIK	395.27	
011750	13/09/2018	00643	TOWN OF PORT MCNEILL	112.33	
011751	13/09/2018	01026	VIMAR EQUIPMENT LTD.	30,420.73	
011752	13/09/2018	03421	Wainbee Limited	204.25	
011753	13/09/2018	01864	WISHBONE INDUSTRIES LTD.	560.00	
011754	13/09/2018	03195	ZeoTec Limited	336.00	
011755	20/09/2018	00046	ANDREW SHERET LTD	882.31	
011756	20/09/2018	01836	ARIES SECURITY LTD.	31.50	
011757	20/09/2018	02730	CUPE Local 401	547.64	
011758	20/09/2018	03513	H2FLOW TANKS & SYSTEMS I	37,844.54	
011759	20/09/2018	00052	HARDY BUILDERS' SUPPLY	1,118.72	
011760	20/09/2018	00194	INT'L UNION OPERATING EN	1,103.00	
011761	20/09/2018	03514	IWC EXCAVATION LTD.	309,233.62	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
011762	20/09/2018	00065	K & K ELECTRIC LTD.	7,245.00	
011763	20/09/2018	02459	LGN Trucking & Courier	23.10	
011764	20/09/2018	02761	Lidstone & Company	95.98	
011765	20/09/2018	00069	MACANDALE'S	209.95	
011766	20/09/2018	02824	Myers, Alice	240.00	
011767	20/09/2018	01645	NORTH ISLAND COMMUNICATI	296.52	
011768	20/09/2018	00075	O.K. TIRE STORE (PORT HA	72.31	
011769	20/09/2018	00281	PARKLAND REFINING (B.C.)	2,691.47	
011770	20/09/2018	00505	PARR'S CONSTRUCTION LTD	9,938.25	
011771	20/09/2018	00769	Praxair Distribution	133.22	
011772	20/09/2018	00107	RECEIVER GENERAL FOR CAN	19,346.93	
011773	20/09/2018	03174	Schantz, Robert	204.85	
011774	20/09/2018	02203	Stantec Consulting Ltd.	3,407.27	
011775	20/09/2018	02502	Tuff Marine Products Ltd	1,575.00	
011776	20/09/2018	03558	WEST COAST PROPANE	480.04	
011777	20/09/2018	00958	WISHART, LEIGHTAN	258.42	
011778	27/09/2018	03616	A.L.G SAFETY	2,759.40	
011779	27/09/2018	01884	Ace Hardware	90.70	
011780	27/09/2018	02514	AlSCO	194.10	
011781	27/09/2018	00046	ANDREW SHERET LTD	22.15	
011782	27/09/2018	03612	ARDENT CONSTRUCTION LTD	200.00	
011783	27/09/2018	01836	ARIES SECURITY LTD.	47.25	
011784	27/09/2018	01145	BLACK CAT REPAIRS	251.60	
011785	27/09/2018	02989	Bleaney, Cassandra	65.00	
011786	27/09/2018	01805	BUSY B'S DISTRIBUTING	275.71	
011787	27/09/2018	00018	CANADIAN RED CROSS	15.00	
011788	27/09/2018	01112	CITY OF NANAIMO	1,392.14	
011789	27/09/2018	02762	Cleartech Industries Inc	4,029.31	
011790	27/09/2018	03621	COAST LUBRICANTS LTD	7,380.41	
011791	27/09/2018	01433	COMOX PACIFIC EXPRESS LT	326.55	
011792	27/09/2018	02817	Cummins Western Canada	10,108.41	
011793	27/09/2018	01982	DIGITAL POSTAGE ON CALL	1,575.00	
011794	27/09/2018	01838	Duraglas Composites	2,522.45	
011795	27/09/2018	02782	Filomi Days Society	1,400.00	
011796	27/09/2018	00099	FOX'S DISPOSAL SERVICES	42.00	
011797	27/09/2018	03331	Greenberg, Elizabeth	26.86	
011798	27/09/2018	00052	HARDY BUILDERS' SUPPLY	164.28	
011799	27/09/2018	01980	HETHERINGTON INDUSTRIES	173.25	
011800	27/09/2018	00063	HOME HARDWARE BUILDING C	20.15	
011801	27/09/2018	03517	INDUSTRIAL SCIENTIFIC CA	176.15	
011802	27/09/2018	03516	Innov8 Digital Solutions	1,578.89	
011803	27/09/2018	01875	ISLAND ADVANTAGE DISTRIB	568.79	
011804	27/09/2018	00273	JM'S MOBILE WELDING INC	893.76	
011805	27/09/2018	00065	K & K ELECTRIC LTD.	1,903.37	
011806	27/09/2018	00069	MACANDALE'S	49.59	
011807	27/09/2018	03059	MAXXAM ANALYTICS	850.50	
011808	27/09/2018	02342	Medteq Solutions CA Ltd.	3,118.50	
011809	27/09/2018	00014	MINISTER OF FINANCE	1,575.00	
011810	27/09/2018	03463	MOUNT WADDINGTON HIGHLAN	250.00	
011811	27/09/2018	03390	O'Reilly, Kathy	637.88	
011812	27/09/2018	00075	O.K. TIRE STORE (PORT HA	1,310.40	
011813	27/09/2018	00217	ORKIN CANADA CORPORATION	185.33	
011814	27/09/2018	00013	PACIFIC BLUE CROSS	10,374.49	
011815	27/09/2018	00281	PARKLAND REFINING (B.C.)	1,565.14	
011816	27/09/2018	03242	Patterson's Plumbing	5,754.00	
011817	27/09/2018	00203	Port Hardy & Dist. Chamb	766.08	
011818	27/09/2018	03593	R.H. PRINTING LTD.	798.48	
011819	27/09/2018	00187	REGIONAL DISTRICT OF MT	4,195.62	
011820	27/09/2018	01990	ROAD RANGER FREIGHT/0702	20.33	
011821	27/09/2018	03620	TANAKA, LYNETTE	500.00	
011822	27/09/2018	03540	TECHNICAL SAFETY BC	272.48	
011823	27/09/2018	00160	TELUS	5,340.60	
011824	27/09/2018	01457	TELUS COMMUNICATIONS COM	369.60	
011825	27/09/2018	00161	TELUS MOBILITY (BC)	894.62	
011826	27/09/2018	00957	TOURISM VANCOUVER ISLAND	926.10	
011827	27/09/2018	00643	TOWN OF PORT MCNEILL	3,639.45	
011828	27/09/2018	00485	TRAN SIGN (1999) LTD.	172.21	
011829	27/09/2018	03558	WEST COAST PROPANE	781.98	
Total:				1,051,945.58	



DISTRICT OF PORT HARDY

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 25th day of September 2018.

Read a second time on 25th day of September 2018.

Read a third time on the 25th day of September 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

BYLAW NO. 1087-2018

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 second time on the 25th day of September 2018.

Read a third time on the 25th day of September 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



DISTRICT OF PORT HARDY STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate Services
SUBJECT: 8905 Park Drive
DATE: October 4, 2018

BACKGROUND

An application for a zoning amendment has been made by 139401 BC Ltd, to rezone 8905 Park drive from R-2 Duplex Residential to a Comprehensive Development zone which would include a 20% commercial use along the east side of the property (Rupert Street) combined with 80% multi-family residential units including apartments, duplexes, one and two-bedroom one level detached dwellings and a potential future community care facility.

The intention of the applicant is to provide a mixed-use governed development covering the entire 18 acre lot. On this lot there would be a mixture of dwelling types.

Recently we received a draft first phase of the project which includes 12 apartment buildings with a total of 96 units ranging from one to four bedrooms. The intention of the first phase of development is for low income rental which will also be built to the passive house standard.

Passive House:

Passive house is a rigorous, voluntary standard for energy efficiency in a building, which reduces the building's ecological footprint. It results in ultra-low energy buildings that require little energy for space heating or cooling.

Because of the design requirements of a passive house the walls and ceilings are required to be thicker resulting in a proposed building height of 11.78 m or 38.65 feet. Buildings in Port Hardy multi-family residential zones have been limited to 11 m or 36.09 feet. The Architect has requested that the height restriction be set at 12.5 meters to allow for any changes the structural engineer may have and limit the requirement for variance requests. With the addition of an aerial apparatus to the fire fleet and the requirement for four level buildings to be sprinklered the addition of 1.5 metre or 4.92 feet should be negligible.

Council discussed the Commercial use on the property at the Special Meeting of September 5, 2018 as follows:

- 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.

The Official Community Plan has designated this property to be primarily residential with intention of incorporating mixed residential densities, typologies, useable open space, trails, and small commercial opportunities.

Some of the ways that Council's concerns were addressed are as follows:

Permitted commercial uses:

- (1) Small scale food services (coffee shop, deli, sandwich bar, ice cream shop, etc...)

- (2) Small scale retail stores
- (3) Professional services
- (4) Personal services
- (5) Assembly

Conditions:

- Reduce the height of commercial buildings to allow for single-storey only to a maximum 4.5 metres or 14.76 feet.
- Keeping the commercial units to a maximum of 400 square metres or 4305.56 square feet (for comparison: the District office is 397 square metres). The builder may still choose to have a strip mall type structure or individual buildings, but the commercial unit will not exceed 400 square metres.
- No display of goods or merchandise outside of the unit.
- Parking solely located on the property.
- No liquor or cannabis sales.

To establish minimum setbacks and minimum gross floor area, the plans (attached) were incorporated and the existing zoning was considered. Below is a comparison between the minimums in the current zoning regulation and the proposed for this specific property. The green highlighted represents the existing zoning regulations in Port Hardy and the amber colour represents the proposed requirements in bylaw 1088-2018.

	Apartment Dwelling	RM-1	Attached Dwelling /Community Care Facility	RM-1	Single Family	R-1	Duplex Dwelling	R-2	Commercial	C-3
Front Yard	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	6m	6m
Rear Yard	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	7.6m	0m	0m
Interior Side Yard	3m	3m	3m	3m	3m	3m	3m	3m	0m	0m
Interior Side Yard or Rear Yard Abutting a Residential Zone	-	-	-	-	-	-	-	-	3m	3m
Exterior Side Yard	6m	4.5m	6m	4.5m	6m	4.5m	6m	4.5m	6m	4.5m
Maximum Height (Principal and Accessory Buildings and Structures)	12m	11m	11m	11m	7.6m	7.6m	7.6m	7.6m	4.5m	11m
Maximum Parcel Coverage	50%	40%	50%	50%	50%	40%	50%	50%	75%	75%
Studio	-	32m ²	32m ²	32m ²						
One bedroom	50m ²	55.7m ²	55.7m ²	55.7m ²						
Two bedroom	66m ²	74.3m ²	74.3m ²	74.3m ²						
Three bedroom	86m ²	92.5m ²	92.5m ²	92.5m ²						
Four bedroom	111.5m ²	111.5m ²	111.5m ²	111.5m ²						
Minimum Gross floor area					115m ²	115m ²	65m ²	65m ²		


RECOMMENDATION

THAT Council read bylaw 1088-2018 a first time and that the Public Hearing be scheduled for Wednesday November 7, 2018 at 1:00 and 6:00 pm.

Respectfully submitted,


 Heather Nelson-Smith,
 Director of Corporate Services

I agree with the recommendation,


 Allison McCarrick,
 CAO

DESIGN SIMPLICITY THAT HELPS CREATE THE OPPORTUNITY FOR PEOPLE TO HAVE A HOME. A COMPACT AND EFFICIENT DESIGN.

A PASSIVE HOUSE.



1 COVER 3D - PERSPECTIVE COVER

CONCEPT DESIGN

09/24/18

It is the responsibility of the owner, general contractor, trades and/or their representatives to familiarize themselves with the project as a whole. All discrepancies, errors and omissions including dimensions must be reported to the architect before construction is started. Any work started or completed based on these drawings are the sole responsibility of the owner. For a detailed disclosure statement please contact DVAD Inc.

RENTAL ACCOMMODATION
8905 PARK DRIVE, PORT HARDY

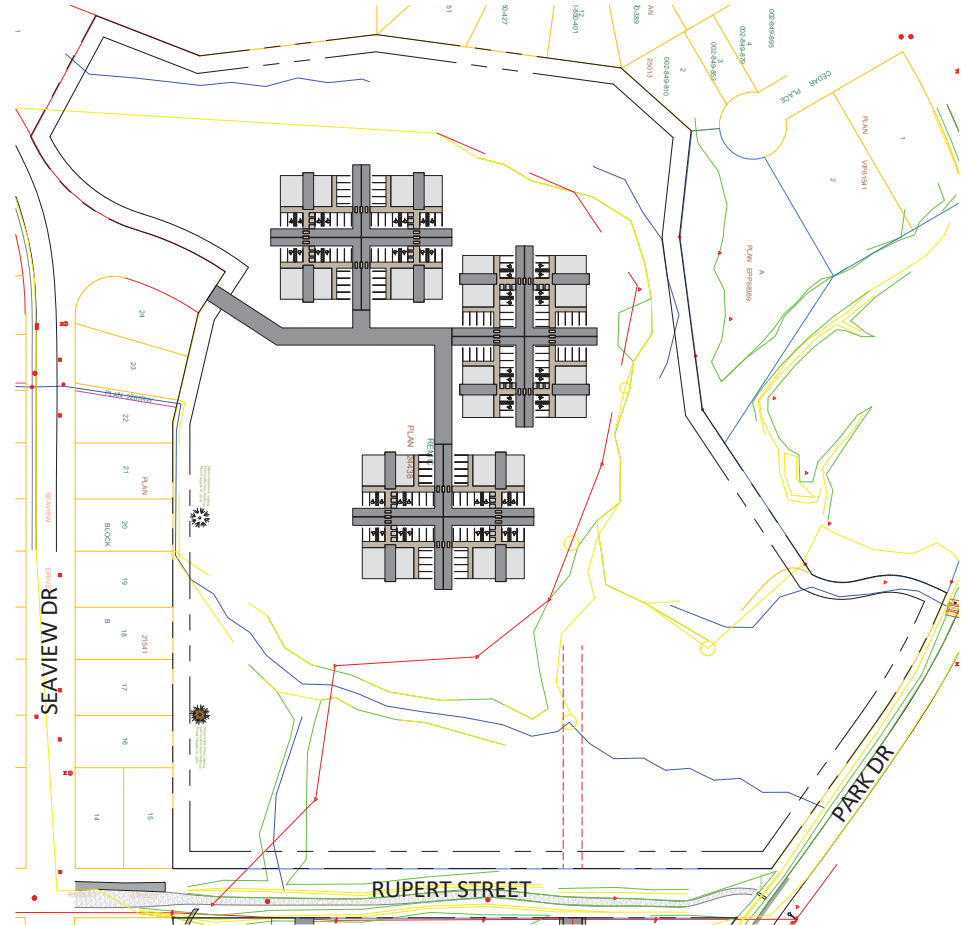
BLOCK A - COVER | RZ-000
Scale:

2017-09





1 SITE PLAN - MASTERPLAN
1 : 2000



2 SITE PLAN - CLUSTER LOCATION
1 : 2000

2017-09

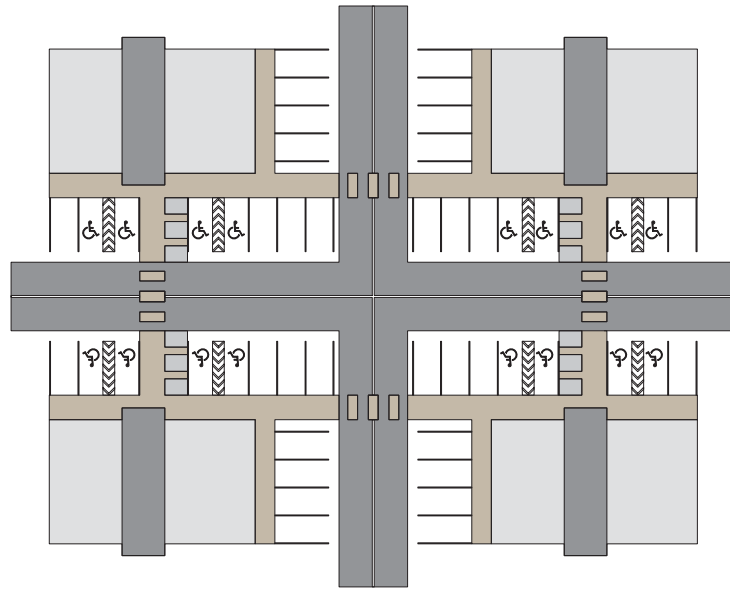


MASTERPLAN

2018 09 13

It is the responsibility of the owner, general contractor, trades and/or their representatives to familiarize themselves with the project as a whole. All discrepancies, errors and omissions including dimensions must be reported to the architect before construction is started. Any work started or completed based on these drawings are the sole responsibility of the owner. For a detailed disclosure statement please contact DVAD Inc.

RENTAL ACCOMMODATION
 8905 PARK DRIVE, PORT HARDY



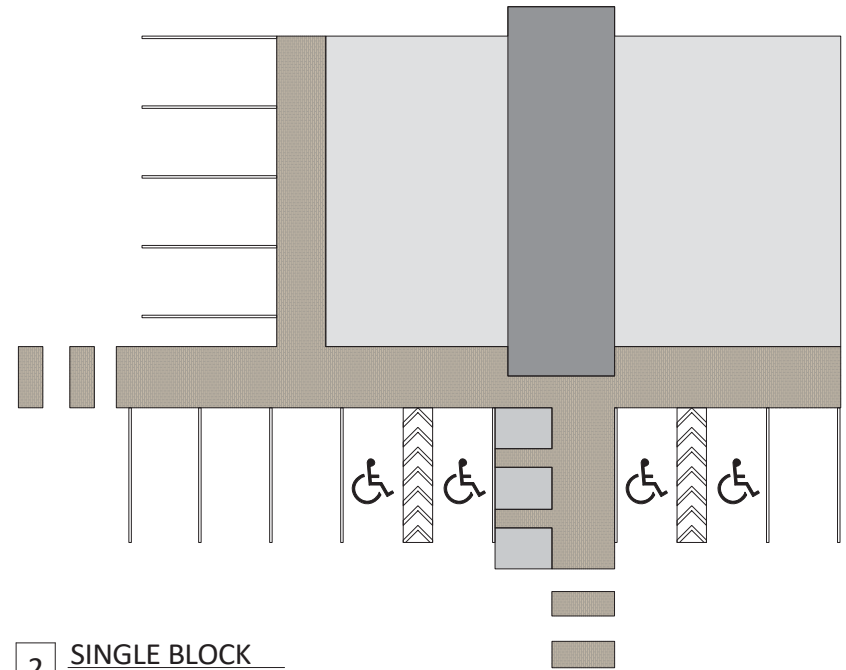
1 TYPICAL CLUSTER
1 : 500

THE TYPICAL CLUSTER CONSIST OF 4 BLOCKS OF UNITS. EACH BLOCK CONTAINING EIGHT (8) DWELLING UNITS IN IT OF VARIOUS SIZES.

PARKING IS CONFIGURED AROUND THE UNITS ALLOWING FOR THE SHORTEST ROADS AND MAXIMIZING THE AMOUNT OF PARKING FOR EACH BLOCK.

PARKING SPACES ALSO ALLOWS FOR PARKING OF THREE SCHOOTERS AT EACH BLOCK. THESE COULD BE ENCLOSED FOR SAFETY AT SOME POINT.

BLOCKS DO NOT HAVE EXTERIOR DECKS BUT INSTEAD FEATURE A PARTLY COVERED ROOFTOP DECK SPACE. THIS REMOVES THE COMPLEXITIES AND COST FROM INDIVIDUAL DECKS ASSOCIATED WITH PASSIVE HOUSE BUILDINGS WHILE AT THE SAME TIME CREATING A SOCIAL GATHERING SPACE OF AMPLE SIZE ON THE ROOFTOP DECK.



2 SINGLE BLOCK
1 : 200

THE TYPICAL CLUSTER CONSIST OF 4 BLOCKS OF UNITS. EACH BLOCK CONTAINING EIGHT (8) DWELLING UNITS IN IT OF VARIOUS SIZES.

PARKING IS CONFIGURED AROUND THE UNITS ALLOWING FOR THE SHORTEST ROADS AND MAXIMIZING THE AMOUNT OF PARKING FOR EACH BLOCK.

PARKING SPACES ALSO ALLOWS FOR PARKING OF THREE SCHOOTERS AT EACH BLOCK. THESE COULD BE ENCLOSED FOR SAFETY AT SOME POINT.

BLOCKS DO NOT HAVE EXTERIOR DECKS BUT INSTEAD FEATURE A PARTLY COVERED ROOFTOP DECK SPACE. THIS REMOVES THE COMPLEXITIES AND COST FROM INDIVIDUAL DECKS ASSOCIATED WITH PASSIVE HOUSE BUILDINGS WHILE AT THE SAME TIME CREATING A SOCIAL GATHERING SPACE OF AMPLE SIZE ON THE ROOFTOP DECK.

2017-09





2 3D View A

THE GROUND FLOOR. NOTED AS LVL 1.
 THREE UNIT TYPES, ALL WHEELCHAIR ACCESSIBLE.
 ONE (1) BEDROOM UNIT - 552 SF.
 TWO (2) BEDROOM UNIT - 728 SF.
 THREE (3) BEDROOM UNIT - 940 SF.
 ALL USING THE SAME WASHROOM LAYOUT.
 ONE AND TWO BED RM UNITS - KITCHEN TYPE A
 THREE BEDROOM UNIT, KITCHEN TYPE A+

NOTES: CONSTRUCTION SIMPLICITY IS A DRIVING FACTOR
 IN THIS DESIGN. ALIGNING WASHROOMS, KITCHENS, SERVICE
 CAVITIES ETC. WE CAN LOWER COMPLEXITY AND PROVIDE
 BETTER VALUE FOR MONEY FOR THE AREA PROVIDED.

PASSIVE HOUSE STANDARD IS ACHIEVED THROUGH A VERY
 SIMPLE OVER INSULATION OF WALLS, FLOORS AND ROOFS
 COMBINED WITH EXTREMELY SIMPLE MECHANICAL THAT IS
 SERVICING THE BUILDING AS A WHOLE. THE PROJECT PROPOSES
 A SINGLE WINDOW TYPE IN LEFT AND RIGHT HANDED VARIANTS.



1 LVL1
1 : 100

BLOCK A - LVL 1 RZ-004
Scale: 1 : 100

CONCEPT DESIGN

2018 08 27

RENTAL ACCOMMODATION
 8905 PARK DRIVE, PORT HARDY

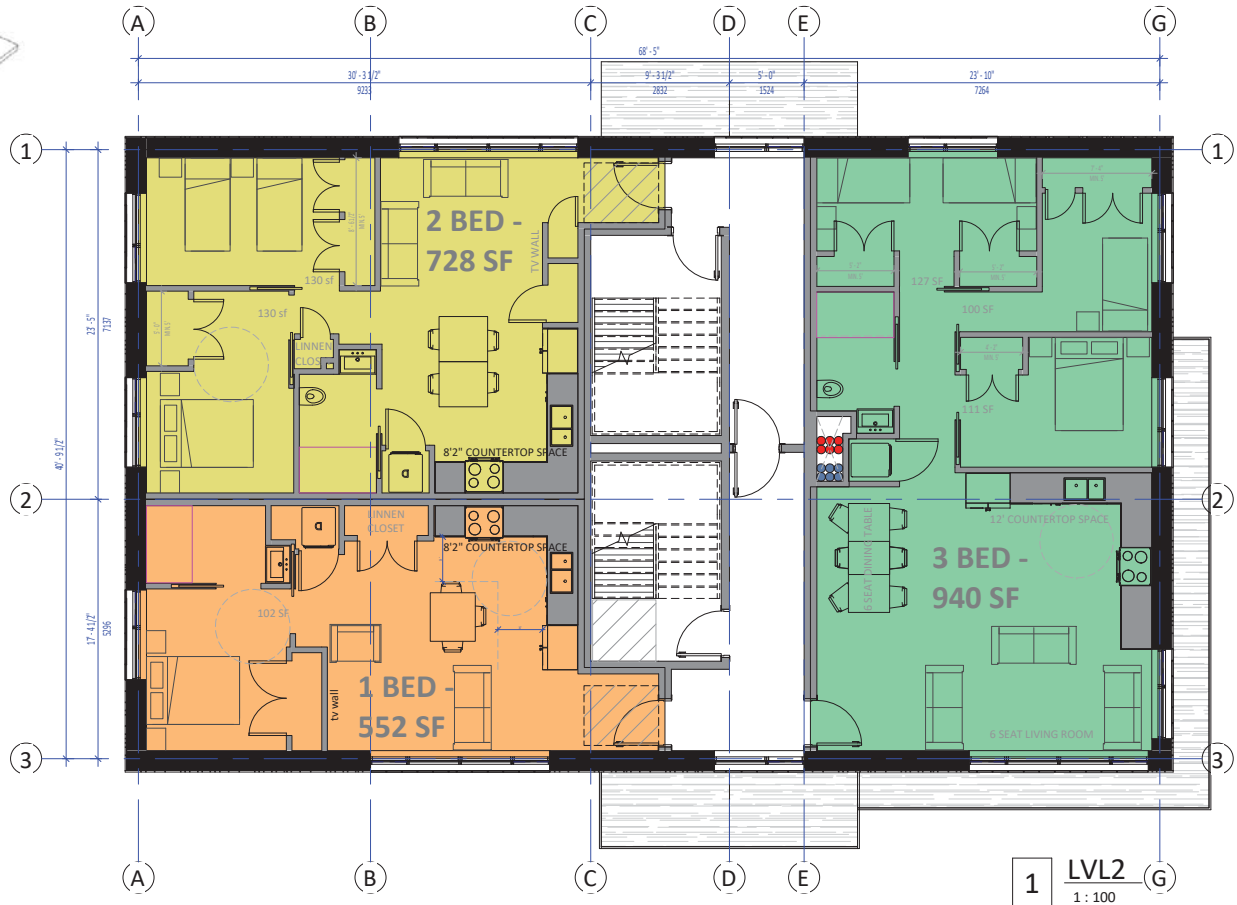
It is the responsibility of the owner, general contractor, trades and/or their representatives to familiarize themselves with the project as a whole. All discrepancies, errors and omissions including dimensions must be reported to the architect before construction is started. Any work started or completed based on these drawings is the sole responsibility of the owner. For a detailed disclosure statement please contact DVAD Inc.





2 3D View B

THE SECOND FLOOR. NOTED AS LVL 2.
 THE SAME UNIT TYPES AS LVL 1 -
 ADAPTABLE, SUITABLE FOR AGE IN PLACE.
 ONE (1) BEDROOM UNIT - 552 SF.
 TWO (2) BEDROOM UNIT - 728 SF.
 THREE (3) BEDROOM UNIT - 940 SF.
 ALL USING THE SAME WASHROOM LAYOUT.
 ONE AND TWO BED RM UNITS - KITCHEN TYPE A
 THREE BEDROOM UNIT, KITCHEN TYPE A+.



1 LVL2
1 : 100

2017-09





2 3D View D

THE THIRD FLOOR. NOTED AS LVL 3.
 HERE WE COMBINE THE ONE AND THE THREE BEDROOM UNIT TO
 CREATE A FOUR (4) BEDROOM UNIT. WASHROOMS, KITCHENS ARE
 ALL LINING UP TOP TO BOTTOM FLOORS.
 ADAPTABLE, SUITABLE FOR AGE IN PLACE.
 TWO (2) BEDROOM UNIT - 728 SF.
 FOUR (4) BEDROOM UNIT - 1552 SF.
 ALL USING THE SAME WASHROOM LAYOUTS AND LOCATIONS AS
 THE FLOORS BELOW.
 TWO BED RM UNITS - KITCHEN TYPE A
 FOUR BEDROOM UNIT, KITCHEN TYPE A++

NOTES ON WASHROOMS - ACCESSIBLE SHOWER TYPE UNITS.
 NOTES ON KITCHENS - THE SAME KITCHEN WITH ADDITIONAL
 CABINETRY ADDED TO EDGES TO ALLOW FOR MORE COUNTERSPACE
 TO MEET BC HOUSING REQUIREMENTS.



1 LVL3
 1 : 100

2017-09

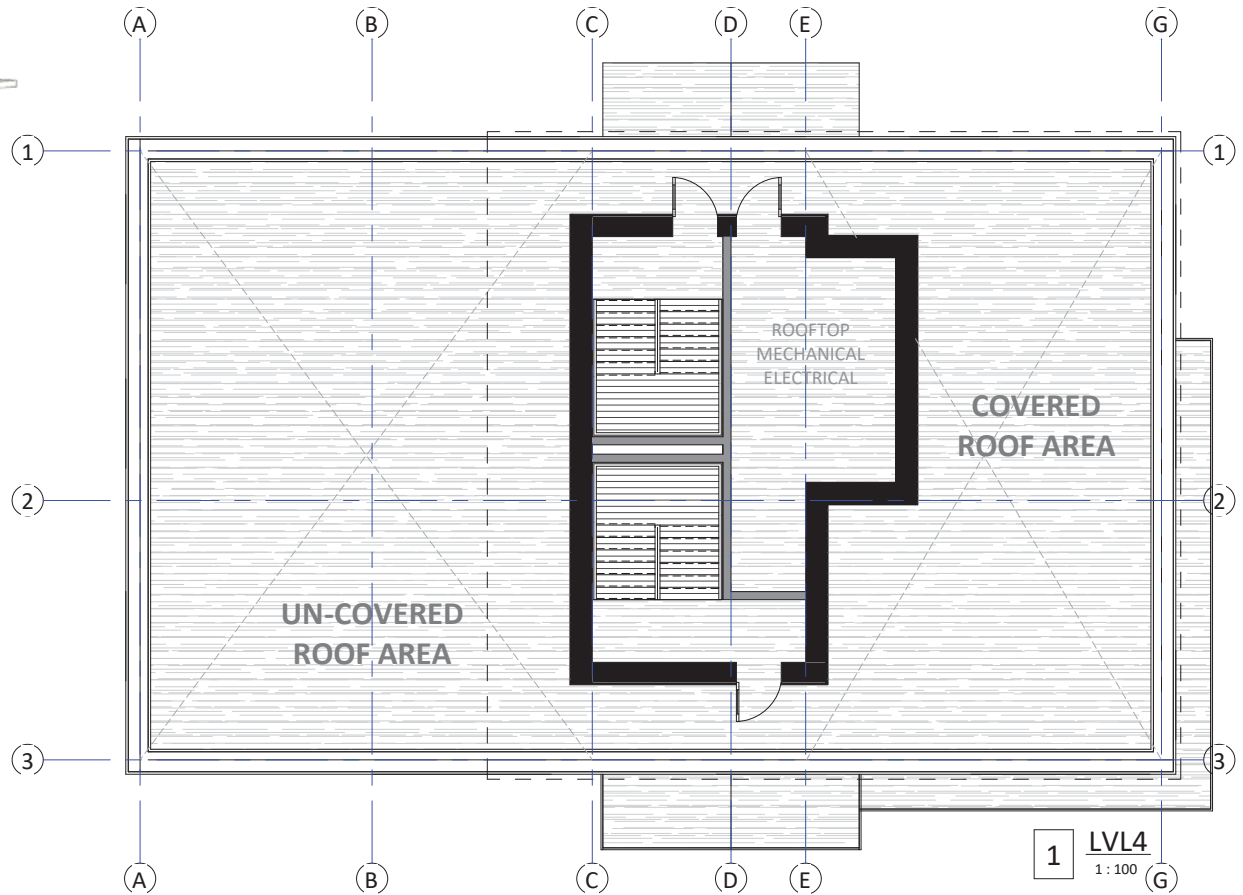




2 3D View E

NOTES: NO DECKS, OTHER THAN THE ROOFTOP DECK OF 200 SF. APPROX. HALF OF THE ROOF IS COVERED ALLOWING FOR BETTER USE IN BOTH SUMMER AND WINTER. BIG ENOUGH FOR VARIOUS FAMILIES TO ENJOY AT THE SAME TIME.

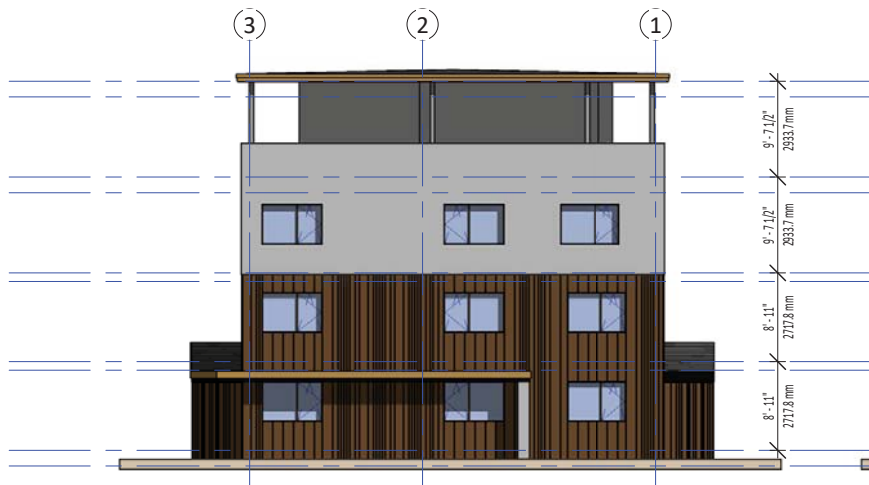
THE MECHANICAL ROOM IS PROPORTIONATELY SIZED FOR THE BUILDING AND ALLOWS FOR SERVICING OF EQUIPMENT WITHOUT ENTERING THE UNITS OF THE OWNERS. THE INTENT HERE IS FOR THE BUILDING TO PROVIDE HOT WATER, AS WELL AS FRESH AIR, HUMIDITY AND HEAT THROUGH THE VENTILATION SYSTEMS ERV.



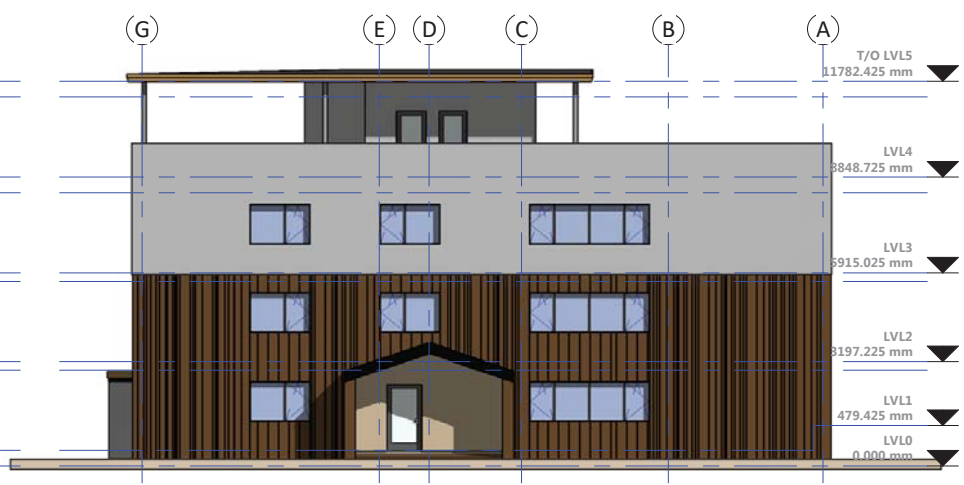
1 LVL4
1 : 100

2017-09

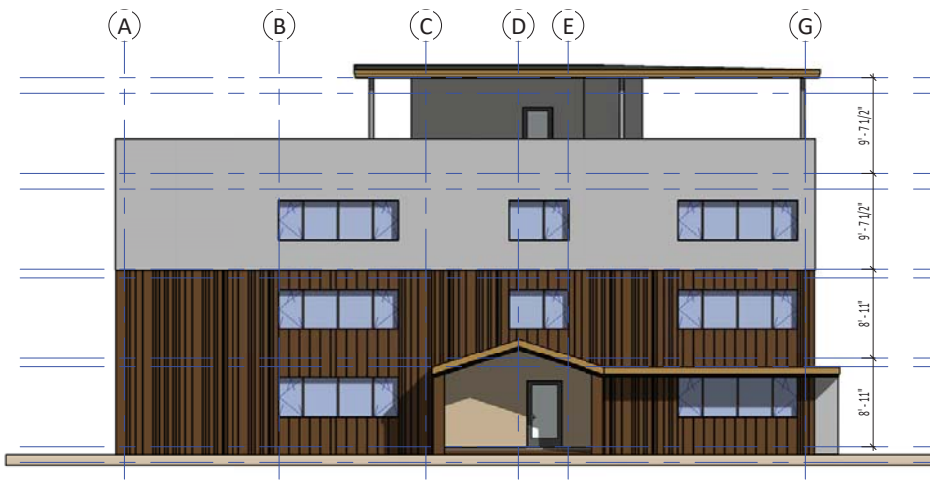




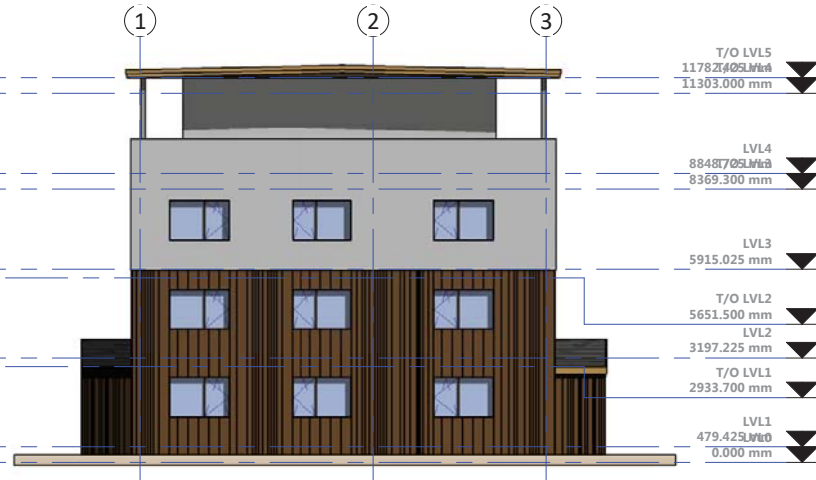
1 E-EAST ELEVATION
1 : 150



2 E-NORTH ELEVATION
1 : 150



3 E-SOUTH ELEVATION
1 : 150



4 E-WEST ELEVATION
1 : 150

2017-09





1 COVER 3D - PERSPECTIVE 1



2 COVER 3D - PERSPECTIVE 2

THE INTENDED FINISH MATERIALS ARE SIMPLE, SUPER DURABLE, SUITABLE AND APPROPRIATE FOR THE LOCATION, ENVIRONMENT AND THE PEOPLE WHO WILL CALL THIS THEIR HOME.

METAL SIDING THAT IS GALVANIZED - NOT EVER REQUIRING PAINT.
 WOOD SIDING - CEDAR THAT WILL AGE IN PLACE - ROT AND MOLD PROOF.
 FINISH WOOD AROUND THE EXTERNAL DOORS - TO CREATE A SOFT WELCOMING TOUCH TO THE USERS.



3 COVER 3D

2017-09





DISTRICT OF PORT HARDY

BYLAW NO. 1088-2018

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. 1088-2018".

PART 2 AMENDMENTS

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

- a) Table 5.1 in section 5.1 of Part 5 is amended by adding a new zone listing at the very end of the Table as follows:

CD-10: Comprehensive Development 10	CD-10
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- b) Part 12: Comprehensive Development Zones is amended by adding a new section 12.5 CD-10: Comprehensive Development 10 as shown on Schedule "A" to this Bylaw.
- c) The list of zones included in the legends titled "Zoning Descriptions" on each of Schedules A, B, C and D are amended by including "CD-10: Comprehensive Development 10".
- d) Schedule A: Zoning Map– West is amended by changing the applicable zone of the property legally described as Lot C, Plan 24438, Section 1, Township 8, Rupert District, PID 003-029-093. Civic Address 8905 Park Drive from R-2: Duplex Residential to CD-10: Comprehensive Development Zone 10.

PART 3 SEVERABILITY

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

Read a first time the ____ day of _____, 2018
 Read a second time the ____ day of _____, 2018
 Public Hearing held the ____ day of _____, 2018
 Read a third time the ____ day of _____, 2018
 Adopted on the ____ day of _____, 2018

CORPORATE OFFICER

MAYOR

SCHEDULE “A” TO BYLAW NO. 1088-2018

12.5 CD-10: COMPREHENSIVE DEVELOPMENT 10

The purpose of this zone is to allow for a mixed-use rental residential development to allow a range of uses permitted in the RM-1: Multiple Unit Residential with the additional provision of Duplex Dwellings and Single-Family Dwellings with the inclusion of small-scale commercial opportunities on the property legally described as Lot C, Plan 24438, Section 1, Township 8, Rupert District, PID 003-029-093. Civic Address 8905 Park Drive.

- (a) 80% of usable property will be utilized for mixed use rental Multi-family as follows:
 - (1) Apartment Dwelling
 - (2) Attached Dwelling
 - (3) Single Family Dwelling
 - (4) Duplex Dwelling
 - (5) Community Care Facility

- (b) 20% of usable property to the east along Rupert Street shall be designated for small scale commercial opportunities including:
 - (1) Small scale food services (coffee shop, deli, sandwich bar, ice cream shop, etc...)
 - (2) Small scale retail stores
 - (3) Professional services
 - (4) Personal services
 - (5) Assembly

- (c) The following conditions apply:
 - (1) Outdoor amenity space equal to 15.0 square meters be Apartment Dwelling and Attached Dwelling shall be provided on the same parcel.

- (d) The following conditions apply to the Commercial use:
 - (1) Combined Commercial Residential Use shall not be permitted.
 - (2) Commercial units shall not exceed 400 square metres (4,305.56 square feet)
 - (3) No goods or merchandise offered for sale or rent shall be stored or displayed within the front yard setback.
 - (4) Commercial parking must be located on the property.
 - (5) No liquor or cannabis sales permitted.

- (e) The following siting, size and dimension requirements apply:

	Apartment Dwelling	Attached Dwelling/Community Care Facility	Single Family Dwelling	Duplex Dwelling	Commercial
Setbacks					
Front Yard	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 6.0 metres (19.69 feet)
Rear Yard	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 7.6 metres (24.93 feet)	Minimum of 0.0 metres (0.0 feet)
Interior Side Yard	Minimum of 3.0 metres (9.84 feet)	Minimum of 3.0 metres (9.84 feet)	Minimum of 3.0 metres (9.84 feet)	Minimum of 3.0 metres (9.84 feet)	Minimum of 0.0 metres (0.0 feet)
Interior Side Yard or Rear Yard Abutting a Residential Zone	-	-	-	-	Minimum of 3.0 metres (9.84 feet)
Exterior Side Yard	Minimum of 6.0 metres (19.69 feet)	Minimum of 6.0 metres (19.69 feet)	Minimum of 6.0 metres (19.69 feet)	Minimum of 6.0 metres (19.69 feet)	Minimum of 6.0 metres (19.69 feet)

	Apartment Dwelling	Attached Dwelling/Community Care Facility	Single Family Dwelling	Duplex Dwelling	Commercial
Size of Buildings and Structures					
Maximum Height (Principal and Accessory Buildings and Structures)	12.5 metres (41.01 feet)	11.0 metres (36.09 feet)	7.6 metres (24.93 feet)	7.6 metres (24.93 feet)	4.5 metres (14.76 feet)
Maximum Parcel Coverage	50%				75%
Floor Area					
Studio	-	32.0 square metres (344.45 square feet)			
One Bedroom	50.0 square metres (538.19 square feet)	55.7 square metres (599.55 square feet)	-	-	-
Two Bedroom	66.0 square metres (710.42 square feet)	74.3 square metres (799.78 square feet)	-	-	-
Three Bedroom	86 square metres (925.70 square feet)	92.5 square metres (995.66 square feet)	-	-	-
Four Bedroom	111.5 square metres (1,200.18 square feet)	111.5 square metres (1,200.18 square feet)	-	-	-
Minimum Gross Floor Area	-	-	111.5 square metres (1200.18 square feet)	65 square metres (699.65 square feet)	-
Parcel Area					
Minimum Parcel Area	58,588.76 square metres, 5.8588 hectares				14,649.62 square metres, 1.465 hectares