



**MINUTES OF THE DISTRICT OF PORT HARDY  
REGULAR COUNCIL MEETING  
NOVEMBER 13, 2018  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**PRESENT:** Mayor Dennis Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury and Leightan Wishart

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

**REGRETS:** Abbas Farahbakhsh, Director of Operational Services

**MEDIA:** North Island Gazette **MEMBERS OF THE PUBLIC:** 2

**A. CALL TO ORDER**

Mayor Dennis Dugas 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 November 13, 2018 be accepted.

**C. ADOPTION OF MINUTES**

1. Minutes of the Committee of the Whole meeting held October 23, 2018

**Moved/Seconded/Carried**

THAT the minutes of the Committee of the Whole meeting held October 23, 2018 be accepted.

2. Minutes of the Regular Council meeting held October 23, 2018.

**Moved/Seconded/Carried**

THAT the minutes of the Regular Council meeting held October 23, 2018 be accepted.

3. Minutes of the Inaugural Council meeting held November 6, 2018.

Heather Nelson-Smith, Director of Corporate Services advised of an amendment to the minutes of the Inaugural Council meeting held November 6, 2018:

From: Next Regular Council Meeting Date: Tuesday December 11, 2018 at 7:00 pm

To: Next Regular Council Meeting Date: Tuesday November 13, 2018 at 7:00 pm

**Moved/Seconded/Carried**

THAT the minutes of the Inaugural Council meeting held November 6, 2018 be accepted as amended.

**D. DELEGATIONS**

1. Leslie Dyck, Coordinator for the Mt. Waddington Food Initiative re: Plan H Grant Update

Ms Dyck advised Port Hardy was among only 21 communities to receive \$5,000 grant funding through the Plan H Creating Healthy Spaces Program.

The purpose of the program is to:

- Increase awareness of seasonally and locally available foods.

2018-207  
AGENDA  
NOV 133/18  
ACCEPTED

2018-208  
COW MEETING  
MINUTES OCT  
23/18 ACCPTED

2018-209  
REGULAR COUNCIL  
MEETING MINUTES  
OCT 23/18  
ACCEPTED

2018-210  
MINUTES  
INAUGURAL  
COUNCIL MEETING  
NOV 6/18  
ACCEPTED AS  
AMENDED

- Introduce the concept of our local food system and how it can feed the community.
- How and why the food system should be taken care of.
- Invite residents to learn more about and interact with the First Nation's traditional food system.
- Increase food literacy skills to help residents to be more prepared for power outages by having access to healthy preserved foods.
- The grant will be used to develop workshops with the first one planned for February 2019.
- Plan H wants to do a case study of the project to learn of the impact of Plan H support in the community.

2. Tami Kernchan re: District of Port Hardy Bylaw No. 949.

Ms. Kernchan thanked Council for the opportunity to discuss the current noise bylaw with them and reviewed letters received from the District of Port Hardy regarding noise bylaw infractions.

Council was advised:

- Bylaw 949 has been in place since 1996.
- That Bylaw 949 does not reference any specific times in the 'quiet zone'.
- The bylaw can be applied to sounds made by a variety of tools and machinery used by residents such as chain saws, lawn mowers, sanders etc.
- Bylaw process is complaint driven and it is possible the municipality could be inundated with multiple complaints about noise, especially in the summer months.
- Her property is the only address that faces Devon Road and she is the only resident that maintains the boulevard.
- Other properties with Devon Road as their civic address face Hardy Bay Road and that road should be their civic address.

Mayor Dugas thanked Ms. Kernchan for her presentation.

**E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

1. Action Items

Council action items were received for information.

**F. NEW BUSINESS**

1. Councillor Wishart re: Draft Letter to Department of Fisheries and Oceans regarding potential closures of local fishing grounds.

Councillor Wishart advised that there is discussion in the community that Fisheries and Oceans will be closing Areas 11, 12, and 13, between the northern end of Vancouver Island and the mainland. Closure of these areas would be devastating to the sport fishing and associated tourism businesses in our area.

Council members discussed the draft letter and requested revisions.

**Moved/Seconded/Carried**

THAT the District of Port Hardy write to the Minister of Fisheries and Oceans expressing the District's concerns regarding potential closures of local fishing grounds.

**G. CORRESPONDENCE**

1. Andy Adams, Mayor, City of Campbell River (Oct 24/18) re: Congratulations on election as Mayor was received for information.
2. John Bowman, President North Island College (Oct 26/18) re: Congratulations on election to Mayor and Councillors was received for information.

DELEGATON  
TAMI KERNCHAN  
RE: NOISE BYLAW

ACTION ITEMS

2018-211  
APPROVED:  
LETTER TO  
MINISTER OF F&O  
RE: CONCERNS  
ABOUT AREA 11,  
12, 13 CLOSURES

3. Hon. Selina Robinson, Minister of Municipal Affairs and Housing (Oct 31/18) re: Thank you for meeting at UBCM Convention, congratulations on election and information on BC Non-Profit Housing Association was received for information.
4. Kindry Mercer, RPF, Manager Regional Initiatives and Randy Boas, Operations Manager, Holberg Western Forest Products (Nov 6/18) re: Congratulations on recent election was received for information.
5. Thomas Reid, Manager West Coast Conservation Land Management Program, Min of Forests, Lands & Natural Resources (Oct 25/18) re: Request for letter of support for funding to improve fish and wildlife habitat in the Quatsese saltmarsh area.

2018-212  
APPROVED:  
LETTER OF  
SUPPORT FOR  
FUNDING  
QUATSESE SALT  
MARSH AREA

**Moved/Seconded/Carried**

THAT the District of Port Hardy write a letter of support for funding to improve fish and wildlife habitat in the Quatsese saltmarsh area.

Council requested staff clarify whether the river area referred to is Quatsese or Quatse prior to sending a letter of support.

6. Shael Faber, Program Coordinator Community Links/Semi-Independent Living Program (Oct 24/18) re: Request for donation of skating passes.

Lynda Sowerby, Director of Finance advised Council that in the past a recreation punch card has been donated. The organization only has a few admissions left on the current passes would require one more punch card to cover 2018 admissions and then 2 punch cards annually.

2018-213  
APPROVED:  
DONATION OF  
RECREATION  
PUNCH CARD TO  
COMMUNITY LINKS

**Moved/Seconded/Carried**

THAT Council approve the donation of one recreation punch card for 2018 and two recreation punch card for 2019 to the Community Links/Semi-Independent Living Program.

7. Angie Clance (Nov 5/18) re: 7th Annual Santa Claus Parade on Sunday December 2, 2018 and request for partial road closure.

2018-214  
APPROVED: SANTA  
CLAUSE PARADE  
ROAD CLOSURE

**Moved/Seconded/Carried**

THAT the District of Port Hardy approves road closures as needed for the Santa Claus Parade on Sunday December 2, 2018.

**H. COUNCIL REPORTS**

Mayor Dennis Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury and Leightan Wishart reported on their recent meetings and other activities they attended and/or undertook on behalf of the District.

COUNCIL  
REPORTS

**I. COMMITTEE REPORTS**

No Committee Reports.

**J. STAFF REPORTS**

1. Accounts Payable for October 2018 was received for information.
2. Heather Nelson-Smith, Director of Corporate Services (Oct 30/18) re: Question Period During Council Meetings.

Heather Nelson-Smith, Director of Corporate Services reviewed the Staff Report regarding Question Period During Council Meetings. Council was advised that the addition of a question period to the agenda would require amending the Council Procedure Bylaw and if an amendment is done Council may wish to take the opportunity to undertake a full review of the bylaw at that time.

2018-215  
ADDITION OF  
QUESTION PERIOD  
TO AGENDA

**Moved/Seconded/Defeated**

THAT the City of Penticton option be selected namely:  
Inclusion of a question period on the agenda at the end of the meeting and at the end of Council business, the public will be afforded an opportunity to address Council. The format must be restricted to questions with respect to items that are on the current agenda and each question must be limited to two (2) minutes.

2018-216  
REFER QUESTION  
PERIOD TO COW

**Moved/Seconded/DEFEATED**

THAT Council approve motion 2018-215 of referral and refer the Staff Report to an upcoming Committee of the Whole for further discussion.

Council discussion included:

- Time limits on question period.
- Limiting the number of questions in question period.
- Limiting the question topics to agenda items only.
- Recording the questions and answers in the minutes.
- Recording the Question Period event only.
- Past Council's handling of Question Period.

2018-217  
STAFF REPORT  
REGARDING  
QUESTION PERIOD  
TO A COMMITTEE  
OF THE WHOLE

**Moved/Seconded/Carried**

THAT the Staff Report regarding Question Period During Council Meetings be brought to a Committee of the Whole meeting for further discussion.

**Councillor Wishart Opposed**

3. Heather Nelson-Smith, Director of Corporate Services (Nov 6/18) re: Council Appointments.

2018-218  
COUNCIL APPTS  
2018-2019 TO  
RDMW, VIRL,  
SELECT &  
STANDING  
COMMITTEES

**Moved/Seconded/Carried**

THAT Council endorses the following external appointments for 2018-2019:

Director - Regional District of Mount Waddington Board of Directors

(4 votes): Mayor Dugas

Director - Regional District of Mount Waddington Board of Directors

(3 votes): Councillor Dorward

Director Regional District of Mount Waddington Hospital Board

(4 votes): Mayor Dugas

Director – Regional District of Mount Waddington Hospital Board

(3 votes): Councillor Dorward

Alternates: Councillor Tidbury and Councillor Corbett-Labatt. Where both alternates are required, the votes will be determined by Mayor Dugas.

Trustee - Vancouver Island Regional Library Board of Trustees:

Councillor Robertson – Alternate, Councillor Wishart.

AND THAT the appointments to standing and select committees and external committees be accepted as presented for the 2018-2019 year.

4. Heather Nelson-Smith, Director of Corporate Services (Nov 6/18) re: 2018 Election Results.

**Moved/Seconded/Carried**

THAT the Official Results of the 2018 General Local Election be accepted as presented.

2018-219  
2018 GENERAL  
LOCAL ELECTION  
BE ACCEPTED AS  
PRESENTED.

5. Allison McCarrick, CAO (Nov 13/18) re: Council Policy 5.7 Confidential Secretary Council Meeting Attendance (CP5.7).

Allison McCarrick reviewed Council Policy 5.7 Confidential Secretary Council Meeting

Attendance (CP5.7) and advised it has not been updated since 1995. Options presented in the Staff Report were reviewed and Option 4, Rescind CP5.7 and direct staff to implement the most effective option was recommended.

Council discussion included:

- Referring the Staff Report to an upcoming Committee of the Whole for further discussion.
- Estimated cost savings generated of \$2,150 as a consideration
- Concerns information can be lost when transcribing a recorded meeting the next day.

**Moved/Second/Carried**

THAT Council approve Option 4, with an effective date of January 1, 2019 namely; rescind Council Policy 5.7 Confidential Secretary Council Meeting Attendance and direct staff to implement the most effective option.

**Councillors Treena Smith, Pat Corbett-Labatt, Fred Robertson OPPOSED.**

**K. CURRENT BYLAWS AND RESOLUTIONS**

No current bylaws and resolutions.

**L. PENDING BYLAWS**

1. Bylaw 1088-2018, A Bylaw to Amend Zoning Bylaw 1010-2013.

**M. INFORMATION AND ANNOUNCEMENTS**

Information and announcements were received for information

**N. NOTICE OF IN CAMERA MEETING**

No In Camera meeting scheduled at this time.

**O. ADJOURNMENT**

**Moved**

THAT the meeting be adjourned.

Time: 8:11pm

CORRECT

APPROVED

*Original signed by:*

\_\_\_\_\_  
DIRECTOR OF  
CORPORATE SERVICES

\_\_\_\_\_  
MAYOR

2018-220  
RESCIND COUNCIL  
POLICY CP5.7

2018-221  
ADJOURNMENT