



## **DISTRICT OF PORT HARDY**

# **AGENDA COUNCIL MEETING 7:00 PM TUESDAY NOVEMBER 27, 2018 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET**

Mayor: Dennis Dugas  
Councillors: Pat Corbett-Labatt, Janet Doward, Fred Robertson, Treena Smith  
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 NOVEMBER 27, 2018 - COUNCIL CHAMBERS - MUNICIPAL HALL**

<u>PAGE</u>		Time:
	<b>A. CALL TO ORDER</b>	
	<b>B. APPROVAL OF AGENDA AS PRESENTED</b> (or amended)	
	Motion required.	1.            2.
	<b>C. ADOPTION OF MINUTES</b>	
1-15	1. Minutes of the Public Hearing meeting held November 7, 2018.	
	Motion required.	1.            2.
16	2. Minutes of the Special Council Meeting held November 8, 2018.	
	Motion required.	1.            2.
17-21	3. Minutes of the Regular Council meeting held November 13, 2018.	
	Motion required.	1.            2.
	<b>D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL</b>	
	1. Caitlin Hartnett, Campus & Community Coordinator, Mt. Waddington Regional Campus re: Upcoming courses and programming.	
	<b>E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS</b>	
22	1. Council Action Items. For information.	
	<b>F. NEW BUSINESS</b>	
	No New Business.	
	<b>G. CORRESPONDENCE</b>	
23	1. Hon. John Horgan, Premier, Province of British Columbia (Nov 13/18) re: Congratulations to Mayor and Council.	
	<b>H. COUNCIL REPORTS</b>	
	1. Verbal Reports from Council members.	
	<b>I. COMMITTEE REPORTS</b>	
24-28	1. Draft Minutes of the Finance Committee meetings held November 7 and 8, 2018. For information.	
29-30	2. Draft minutes of the First Nations Relations Committee meeting held November 13, 2018. For information.	
	<i>Recommendation to Council:          THAT Council request the Regional District of Mount Waddington gauge the level of interest for member communities, elected officials and interested employees for a regional cultural sensitivity training session.</i>	
	Motion / direction	1.            2.

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31-33 | 3. Draft minutes of the Operational Services Committee meeting held November 19, 2018. For information.

34 | Draft Terms of Reference  
*Recommendation to Council:*  
*That 'except matters related to park, recreation, arts & culture' be removed, and the policy be forwarded to Council for approval.*

Motion / direction 1. 2.

35-36 | 4. Draft minutes of the Parks, Recreation, Arts & Culture Committee meeting held November 21, 2018. For information.

For Information: *Recommendation to the Finance Committee:*  
*That funds be allocated to buy one stand up net and marking tape for pickleball.*

**J. STAFF REPORTS**

37 | 1. Heather Nelson-Smith, Director of Corporate Services (Nov 21/18) re: 2019 Council Meeting Dates.

Motion / direction 1. 2.

**K. CURRENT BYLAWS AND RESOLUTIONS**

38-40 | 1. Bylaw 1088- 2018 A Bylaw to Amend Zoning Bylaw 1010-2013. For 2<sup>nd</sup> Reading, 3<sup>rd</sup> Reading and Adoption.

Motion required 1. 2.

**L. PENDING BYLAWS**

No pending bylaws.

**M. INFORMATION AND ANNOUNCEMENTS**

November 29	Committee: OH&S, 8:30 am Council Chambers
December 5	Committee: Finance, 9:00 am Council Chambers
December 11	Committee: First Nations Relations, 3:30 pm Council Chambers
	Council: Council photos, 5:30 pm Council Chambers
	Council: Regular Council Meeting, 7:00 pm Council Chambers
December 12	Port Hardy Heritage Society, 7:00 pm Council Chambers
December 17	Committee: Operational Services 3:00 pm, Council Chambers
December 19	Committee: Parks, Recreation, Arts & Culture, 3:00 pm Council Chambers
December 20	Committee: OH&S, 8:30 am Council Chambers
December 25-31	Municipal Hall Closed
January 1, 2019	Municipal Hall Closed
January 8, 2019	Committee: First Nations Relations, 3:30 pm Council Chambers
	Council: Committee of the Whole, 6:30 pm Council Chambers
	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:



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**MINUTES OF THE DISTRICT OF PORT HARDY  
PUBLIC HEARING HELD NOVEMBER 7  
COUNCIL CHAMBERS, MUNICIPAL HALL      AGENDA  
7360 COLUMBIA STREET**

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**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 & Development Services

**MEDIA:** North Island Gazette & North Island Eagle      **MEMBERS OF THE PUBLIC:** Thirty Seven

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Mayor Dennis Dugas, called the Public Hearing to order at 1:00 pm.

Mayor Dugas advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Amendment Bylaw No. 1088-2018. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

Mayor Dugas advised that notice of this public hearing was published in the North Island Gazette on October 24<sup>th</sup> and the North Island Eagle on November 2<sup>nd</sup>. It was posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, B.C. A notice was mailed to the owners of 29 properties within 50 metres of the subject property and the notice was posted on the District website, facebook and twitter.

Mayor Dugas indicated that all persons who believe that their interests are affected by proposed bylaw No. 1088-2018 will be given an opportunity to be heard respecting matters contained in the Bylaw.

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

The purpose of this zone is to allow for a mixed-use 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 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 per 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.

The Director of Corporate Services read one written comment received.

**Les and Muffy Jones, Seaview Drive**

*I cannot attend the information meeting on November 7, 2018 because of a previous commitment so I am writing my concerns to share with you and the members of the public.*

*My number one concern is the road at the top of Seaview Drive that is proposed in the drawings. Although this road has always been in the plans it doesn't mean it's the best thing for the way the neighbourhood has developed over the years. Modern thinking is the less traffic on a residential road the better. If this road remains in the development, it will add far too much traffic to our quiet neighbourhood. There is a proposed 96 units to start along with commercial buildings, duplexes, one level houses, a big house and a care home. It would ruin a lifestyle that we have on Seaview Drive if you were allowed to have all this traffic flow into our neighbourhood. I would suggest a crescent style road off of Rupert Street with a turnaround at the end and another exit onto Park Drive. Seaview Drive is a residential street with the only elementary school in town at the end of that street. There are kids walking and riding their bikes, School Buses, parent drop offs and staff traffic daily on that street. Adding another entry by the school would really make it an unsafe area.*

*Also look around the subdivisions in Port Hardy. Most of them are crescents or dead-end streets. They are connected to schools and the recreation facilities by trails and sidewalks. This keeps traffic to a minimum. With this high-density housing why would you want to connect it to a quiet residential area when you can have the exit on Park Drive and Rupert Street.*

*I also feel the community is not informed enough of what the development is going to be. This meeting on November 7 is to voice how this development will impact you but most of us cannot get a clear picture of what exactly is the development. When we were speaking with Heather Nelson-Smith she indicated it would be the twelve apartments with 96 units. There could also be some duplexes, some one level homes for elders, a care home, commercial buildings and a big house. That seems like a lot of everything and what is the plan? Where is the parking, the green space, is there a park or trails or playgrounds? Where is all this traffic going? A big house can hold 300 people or more, where are they parking?*

*It's hard to imagine that you would think you need more storefronts. There are so many empty buildings in the downtown core. Why would you add commercial to a residential area? What are the hours of a convenience store? 24 hours? The impact of high-density housing, more traffic is enough. Remember it was zoned R2 when all of us bought our homes. I honestly don't think you have given one thought to the families that already live here.*

*What is the impact on the river that runs through the property? An engineer who surveyed fifteen years ago said the river had to have a lot of protection because of the salmon. There should be a large green belt area to protect the eagles and heron nest areas.*

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*It's important that you remember that when we all bought on Seaview that property was zoned R2, single detached homes and duplexes. Now it is going to a Zone 10 that includes pretty much everything.*

*We love where we live. Please just imagine for a moment that someone said to you that all of this was going in next door to your home. How would you feel about a huge traffic increase, high density housing, convenience stores that could be open to midnight every night or all night, a building that could hold 300 people or more and a new street introduced into your street?*

*I would like to suggest you use the meeting on November 7 to listen to residents but also please consider another meeting after the plans are presented to council. I understand you are doing what the bylaws and rules are required as a minimum but you could add another meeting to include the community after the plans are made and presented to council before you approve the development. We had more consultation for the pool than for this huge development. At least spend as much time listening to the community on this one too.*

*I would also like to suggest that you come up with a housing strategy plan for Port Hardy. This might eliminate the haste to buy into the first thing that comes along.*

*Thank you for your time,*

Mayor Dugas called the first time for speakers to the proposed amendment bylaw 1088-2018.

**John Englehart, Market Street**

Agreed with the letter written by Muffy and Les Jones regarding the access to the property needs to be off of Park Drive as there are good points about the school and the residential neighbourhood. Looking at the plan I am concerned with the size of the units, it looks like low income housing and it doesn't look like something I would like to live in and what type of people is this attracting? I can understand if it is seniors housing, but for people coming into this community there are too many rooms for the square footage. From having owned multi unit buildings and houses this development does not make sense to me. We have pristine views and we have a place on Market Street we don't want to add traffic to the area. In the letter it mentions the retail space that is empty, why are we building more? We don't want more empty retail spaces. The retail is so disconnected and seems like a poor location. I think it is a poor plan.

**Barbara Bruner, Seaview Drive**

My concerns are covered in Muffy and Les' letter, I am concerned about the amount of traffic on Seaview. The access should be off of Rupert Street. I am concerned about adding medical offices as we have empty buildings all over town. I don't think we need more. We are concerned about the birds, and that there should be a wide greenbelt left for protection. The units are pretty small and concerned about what type of units they are.

**Jerry Davidson, Market Street**

Concerned with the traffic into the school zone and don't think the pavement at upper Seaview can handle the traffic. Also, are there going to be underground utilities, and if so, I hope you keep a map of where they are, so you don't run into the same issues that Telus is experiencing.

**Ross and Sharon Stone, Seaview Drive**

Are the trees going to be left on the site, will we have a greenbelt and what happens when we look out our windows? Will it be trees or buildings?

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**Nadine Gough, Seaview Drive**

Wanted clarification with regards to the red area on the map, is it the greenbelt. The traffic on Seaview is already an issue and an access off Park Drive makes more sense.

**Jim Johnson, Seaview Drive**

Just purchased the home on Seaview Drive, if known about the development would not have purchased there.

**Kathleen Davidson, Market Street**

Attended the past public meeting you people you are looking after and am underwhelmed by the information you are providing and am concerned about the herons and eagles nests and need to remind you that it is illegal to disturb or remove those nesting areas, and I want to make sure they are being protected. Tourists gather to watch the eagles on the property now and it would be a shame to lose that. My other concern is the traffic, and another access needs to be looked at.

**Darby Gildersleeve, representing School District #85**

In reviewing the proposed Bylaw No. 1088-2018, we have concerns about the possible addition of a new intersection entering Seaview very close to the entrance of Eagle View Elementary. During peak times this area can be very congested with parents dropping off/picking up students on foot or by car. Because of limited space in front of the school and for student safety, we don't allow vehicles to drive thru when buses are loading or unloading leaving the cul-de-sac at the end of Seaview as the only option for parents dropping off/picking up students.

In making your decision regarding this development, please consider the traffic congestion at the end of Seaview drive that could impact student safety.

Mayor Dugas called the second time for speakers to the proposed amendment bylaw 1088-2018.

**Eddie Lagrosse, Seaview Drive**

I share many of the concerns the neighbours have. I am an avid bird watcher and would like to see the access on Park Drive and a trail be built for the kids to get to and from school.

**Councillor Tidbury**

Requested that the Developer and Architect have an opportunity to respond to some of the questions.

**Derek Venter Architect DVAD Architects**

Mr. Venter addressed the crowd first by saying that the comments were exactly what they needed to hear in order to ensure that the development was going to fit in the neighbourhood. The developers and the owners have looked at the site and have a clearer picture of the area now that the environmental assessment has been done. He showed those in attendance the protection areas the streams as well as the Heron nest buffer zone which means that the lot is useable in the middle and along Rupert Street. The intention of the owner and the developer is to maintain as much green space and protection to the environment as possible.

When it comes to the Seaview Drive access point, the developers are not married to this as being the main access and have already been rethinking how they will change that to reduce the impact on the neighbourhood.

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Mr. Venter addressed the size of the units, as this is a BC Housing initiative, the housing unit sizes are set by standard and are designed to be affordable. The units will range from 1 to 3 bedrooms and will range in price from \$400 to \$700 per month, making them very affordable. Once you make the units bigger it raises the prices exponentially.

There are already issues with housing availability and this development fits a need, and by having meetings like this we can hear what the community needs and what is important to them before the development is finalized.

The red line indicates the buffer from the heron nests that are right behind the Seaview Drive properties.

**John Englehart, Market Street**

What about the noise and the effect on the wildlife with exposure to a dense population. I am also concerned that multi family units and the price point and I am concerned that it will turn into a slum and I would prefer a development that is upscale and attracting wealthier people and enjoy the view.

**Derek Venter Architect DVAD Architects**

8700 Park drive is intended to be the upscale market housing utilizing the views of the Bay. The noise issue has been addressed through the design to lower the impact to the environment, but we can't control what people do outside their homes. The concern about it turning into a slum, this is a 35-million-dollar project without the commercial. We do not see the owners taking the risk and not ensuring that the project is well managed in the future. It can't be a guarantee, but we intend to work with the residents and the management. This project is intended to allow families to grown and if people have nicer things, they take care of it.

Mayor Dugas requested Heather Nelson-Smith, Director of Corporate Services to show the audience the other properties that have been rezoned in the area including 8700, 8905 and 8925 Park Drive.

**Heather Nelson-Smith, Director of Corporate Services**

8700 Park Drive is intended for market strata housing, 8905 Park Drive is the topic of this hearing and 8925 has already been zoned institutional to permit the building of a big house.

**Lourens LeRoux, Pathfinder Development Corporation**

M'akola Housing Society will be the property managers of this development, as well as the living standard has been set as passive design, and passive homes require more knowledge and management to ensure that they are used to their optimum capabilities. In addition, the commercial portion will not be developed immediately, however the property owner wanted the flexibility to have more options to grown in the future if there is a need. The commercial will only be built if there is an investor and may take 10-15 years to become a reality.

**Gerry Davidson, Market Street**

The access road and emergency services must be considered, and Seaview Drive would be an ideal exit for emergency service vehicles. Also, I hope that the stairwells will accommodate stretchers so that it does not negatively impact the attendants.



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**Derek Venter Architect DVAD Architects**

The Building code says that if the road is more than 90 metres it requires a hammer head, but from hearing what has been said we will work with the municipality to deal with emergency access and entrance and exit access.

Mayor Dugas called last call for first time speakers.  
No comments.

Mayor Dugas called the second time for speakers to the proposed amendment bylaw 1088-2018.

**Kathleen Davidson, Market Street**

Wanted to know if the buildings were open to the public, rental or purchase.

**Derek Venter Architect DVAD Architects**

Yes, open to everyone, rental housing.

**Eddie Lagrosse, Seaview Drive**

Why this location and not near Robert Scott School? Is it for a select group? After reading in the paper that 75% has already been assigned for use.

**Derek Venter Architect DVAD Architects**

This is the property that was purchased and so can not comment on the other property being referred to. It is my understanding that the rental units will be available to all.

**Nadine Gough, Seaview Drive**

Wanted clarification on the use of the percentages such as 80% and 20%. And how they would be seen.

**Derek Venter Architect DVAD Architects**

Illustrated how the property will be divided and what can be used as part of the 80/20%. There is also a lot of usable property.

**Heather Nelson-Smith, Director of Corporate Services**

Explained how the property is divided, to allow for 80% residential use and of the 80% of that property they can only cover 50% of that portion of the lot. The Commercial portion remaining 20%, of that 75% can be covered. Parking is not included in lot coverage as it is not a building.

Mayor Dugas called last call for second time speakers.  
No comments.

Mayor Dugas called the third time for speakers to the proposed amendment bylaw 1088-2018.

**Councillor John Tidbury**

Stated that those in attendance may come back at 6:00 pm to speak again.

No comments.

*Mayor Dugas a final time for speakers to the proposed amendment Bylaws 1088-2018*

No comments.

No written submissions were received at this time.

The Public Hearing was adjourned at 1:54 pm to reconvene at 6:00 pm.

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Mayor Dugas, reconvened the Public Hearing to order at 6:00 pm.

Mayor Dugas advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Amendment Bylaw No. 1088-2018. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

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  - 3) Professional services
  - 4) Personal services
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- (c) The following conditions apply:
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- (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.

The Director of Corporate Services read one new written comment received and re read the written submission from Muffy and Les Jones from earlier.

### **Anita Shurben, Highview Road**

1. *My concern is about the location of this multi million-dollar apartment complex it seems that the area chosen is in a low lying area next to a creek and swamp, there have been some water backup problems in the past. Rupert Street seems to be the unofficial boundary for water problems concerning the ocean, high tides, storm surges and tsunamis.*
2. *We have got a very good Primary Clinic and hospital and I believe it seems to work for everyone in our community. I'm sure we could find assembly rooms in the community to help with setting up alcoholics anonymous or many other self-help organizations.*
3. *Why is there a need for coffee shops, retail stores when the town of port Hardy has 2 malls with multi vacancies, our main street Port Hardy also has multi vacancies.*
4. *How does the residence in the low cost housing part of this complex work who gets to live in the:*
  - A) *Apartment Dwellings*
  - B) *Attached dwellings*
  - C) *Single family dwellings*
  - D) *Duplex dwellings*

*And how do they apply for and what is the criteria for acceptance?*

Mayor Dugas called the first time for speakers to the proposed amendment bylaw 1088-2018.

### **Tami Kernachan, Devon Road**

Would like to know about the commercial space and if it is for all culture of people to work there?

### **Cindy Henschel, Seaview Drive**

Been on the property for thirty years and has already heard that the road to Seaview has been altered from the proposal. I run a business near this property and the noise will impact my home-based business which requires peace and quiet and perhaps there could be some concessions for the development to be further from my home and or more of a buffer. I am also concerned about the environment.

### **Roy Walker, Seaview Drive**

Concerned about the road to Seaview Drive, and the heron nests behind my house. Would also like to see the buffer extended to ensure the birds and wildlife are protected. Would like to make sure it won't be a clear cut.

### **Don Kattler, Byng Road**

Would like to acknowledge the leadership and work that the Gwa'sala-Nakwaxda'xw Nation has done and their forward thinking to address the housing crisis in Port Hardy. I would also like to acknowledge that this development is taking place on the traditional territory of the Kwakiutl People and I still believe

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that the Council has a duty to consult with the Kwakiutl and that this Council adopted, on March 22, 2016, the following: that further to the endorsement Truth and Reconciliation Report the Council supports and recognizes the efforts as outlined United Nations Declaration on the Rights of Indigenous Peoples to strengthen our commitment to a working partnership for a better Port Hardy. I feel that if we do not consult then we are just creating empty words and promises made by people of white privilege.

The other concern is around the issue of the amount of parking spaces and the necessity for them as the rent levels do not reflect the ability for any of those residents to own a vehicle and therefore too many for this development. Section 44 of the Local Government Act refers to the protection of the environment and the need for 144 parking spots is outrageous.

**Charlene Fiander, Seaview Drive**

The purchase of my home has not closed yet, and I have not received a package and am not aware of any of the developments. I want to know about the protection to the environment, green spaces, and what is the care of the property and cleanliness and what facilities do we have in place, I drive around first nations communities and they are full of garbage and how are we going to deal with this. How are we going to protect the children and there aren't enough sidewalks? Also, why is there a need for commercial property, I am new to town and there are many derelict buildings in town. I wonder if I will be able to look at the ocean once this development occurs?

**Ken Samson, Seaview Drive**

Was wondering about what the current vacancy rate was in the community. Both residential and commercial. Is this development strictly for first nations or everybody?

**Alfons Bauer, Byng Road**

What are the chances this property will be converted to reserve lands?

**Natasha Dickinson, Eagle Cres East**

Concerns about the protection of the environment and the wildlife corridor is protected and that there be some consideration to increase the setbacks.

Mayor Dugas called last call for first time speakers.  
No comments.

Mayor Dugas called the second time for speakers to the proposed amendment bylaw 1088-2018.

**Tami Kernachan, Devon Road**

What is the criteria for low income rental and is it open to all? There is a lack of rentals in town.

**Don Kattler, Byng Road**

Curious to know if there is a possibility of the Gwa'sala-Nakwaxda'xw converting the property to reserve.

**Charlene Finader, Seaview Drive**

I just moved form a first nations community and wanted to alleviate fear from my perspective and the first nations people are doing a fabulous job with the hotels and their homes. The concerns that I raised are from a purely developmental perspective and it is nice to live in an inclusive community.

**Eddie LaGrosse, Seaview Drive**

Why is nothing being mentioned about the Seaview Drive access as an emergency access. If it does go through, I would like it to be named after Russ Helberg.

Mayor Dugas called last call for second time speakers.  
No comments.

Mayor Dugas called for third time speakers to the proposed amendment bylaw 1088-2018.

**Tami Kernachan, Devon Road**

Is there going to be a property manager and a standard to keep the property clean and tidy.

**Don Kattler, Byng Road**

Want to confirm that this development is the same development Council provided support to BC Housing.

Mayor Dugas called for a final time for speakers during the third call.  
No further comments were received.

Mayor Dugas handed the presentation to Derek Venter, DVAD Architects and Lourens LeRoux from Pathfinder Development.

**Derek Venter, DVAD Architects**

Explained that Pacificus has completed the environmental assessment of the property. From the drawing he was holding you could see the clear lines of the buffers around the creeks and streams as well as the buffers from the heron nests identified on the property.

The units will be for low income housing and will range from \$400-700 per month. And will be open to everybody and will be managed by a management company. They are fixed rental units and are intended for people to grow in place.

The access to Seaview is being reconsidered after hearing the concerns.

BC Housing would require that the property owner to enter into a 60-year agreement.

The environment is well protected and monitored during the construction.

The purpose of the rezoning is just to address land use and the plan is only a first draft.

**Don Kattler, Byng Road**

For clarification, the BC Housing RFP, was it part of the Indigenous application.

**Lourens LeRoux, Pathfinder Development Corporation**

Requested those asking for application information should go directly to the owners as it is confidential information.

**Don Kattler, Byng Road**

Requested clarification on the application and the reasons behind it to ensure that the units are available to all.

**Lourens LeRoux, Pathfinder Development Corporation**

Stated that it is intended to open to all and will be run by M'akola Housing Society.

**Ken Sampson, Seaview Drive**

If it is a Victoria management company, how do we know that they won't send the tent people from Victoria to live in Port Hardy.

**Lourens LeRoux, Pathfinder Development Corporation**

The development is going to be close to passive standard and is a high-end development the owners will not want to see the community not benefit from this development. With regards to the commercial, this is not a priority we just wanted to make sure that there is an opportunity in the future.

**Charlene Fiander, Seaview Drive**

Could the commercial area be more of an arts based development and or a micro business community?

**Lourens LeRoux, Pathfinder Development Corporation**

Stated that the commercial development is for later down the road and will not be built as part of this proposal at this time.

**Derek Venter, DVAD Architects**

The commercial is being set aside now and not later as the land becomes locked up once the BC Housing application is signed, and the owners wanted to make sure the opportunity was there for the future.

**Joanne Beeke, Seaview Drive**

Is there any provisions for accessible units?

**Derek Venter, DVAD Architects**

Yes, the units are designed to have ground floor accessible units. Including one, two and three bedrooms and the ability to age in place.

**Tami Kernachan, Devon Road**

Low cost heating and mold how is this going to work in our climate.

**Derek Venter, DVAD Architects**

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Derek is working hard to make these units passive design, however the cost of passive housing is quite expensive, so we are working to be as close to passive and obtaining studies on how to make these affordable all around including solar power.

**Charlene Fiander, Seaview DRIVE**

Would rather see passive housing. Have concerns over fireplaces with the air quality in town.

**Lourens LeRoux, Pathfinder Development Corporation**

No intention to install fireplaces.

**Councillor, Janet Dorward**

Requested information on how much could be logged on the property.

**Derek Venter, DVD Architects**

Any of the property not protected by the environmental regulation standards could be logged, however the intention is to protect as much of the natural environment as much as possible.

The parking will be considered while discussing with the municipality and if it can be reduced that option will be sought.

**Councillor John Tidbury**

Given other developments it is important to make sure that we don't have on street parking for emergency vehicles.

**Tami Kernachan, Devon Road**

Where my mother in law lives, they have visitor parking spot and are charged for the parking spots.

**Derek Venter, DVAD Architects**

Addressed the concerns he has had with parking issues and the need to ensure that there are enough required spaces for the project and perhaps the opportunity to plan for more in the future, but not include them in the first phase, but that would be up to the municipality.

**Kathy O'Reilly, Eagle Crest East**

Concerned with Park Drive traffic.

**Derek Venter, DVAD Architects**

A traffic study will have to be done to ensure that the right access is chosen.

**Don Kattler, Byng Road**

The demographic of this development does not warrant parking.

**Derek Venter, DVAD Architects**

Will work with the municipality to establish the parking requirements.

**Don Kattler, Byng Road**

Scooter parking would be better utilized.

**Charlene Fiander, Seaview Drive**

You would need to have a secured location for the scooters, preferably covered storage.

**Derek Venter, DVAD Architects**

The owner will have to see what is economical to support scooter storage.

**Charlene Fiander, Seaview Drive**

We need a set of guarantees not maybes, and there needs to be a determination of how the development will look. I hear you talk about affordable housing and how people can live in a 2 bedroom apartment and if there are going to be more than one family per apartment.

**Derek Venter, DVAD Architects**

We have to work with BC Housing on the permissible use on the property under the guidelines. There are limitations.

**Kathy O’Rielly, Eagle Cres East**

What is the process, this meeting is only to discuss land use, will this proposal come back to the community for input like the pool.

**Heather Nelson-Smith, Director of Corporate Services**

When a development is brought forward the staff review the application with the current zoning and if changes are required then a rezoning happens. If the zoning is approved, the developer will apply to the Council for a development permit. Council reviews the development permit to ensure that it meets the guidelines as set in the Official Community Plan including form a character. Then staff work within our bylaws through servicing, subdivision and building requirements to issue a building permit. This development will not be put back out to the public for input, unless a variance outside of our bylaws is sought.

**Kathy O’Rielly, Eagle Cres East**

The Riparian regulations do not apply to private property.

**Heather Nelson-Smith, Director of corporate services**

Yes, Riparian Regulations apply to private property.

**Charlene Fiander, Seaview Drive**

What about the run off from the property to the ocean, how does the district address.

**Heather Nelson-Smith, Director of Corporate Services**



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We would require a water management plan for the property.

**Tami Kernachan, Devon Road**

After the last public hearing there was a helicopter over Seaview Drive and after we were told they were going to protect the area and then they fly over top of the property.

**Heather Nelson-Smith, Director of Corporate Services**

The District did not conduct the environmental work and the District can not comment.

**Lourens LeRoux, Pathfinder Development Corporation**

If you are not happy then you need to contact the environmental company as it was done by them.

**Kathy O'Reilly, Eagle Cres East**

Does the District have enough water and sewer capacity?

**Allison McCarrick, CAO**

The District will be reviewing the capacity of the Districts system at the time of application and will ensure that the works and services are adequate to accommodate the development.

**Don Kattler, Byng Road**

Question and a comment. I am not against the proposal, if this is an indigenous housing development, I am all for it. If M'akola housing is going to be managing all of their other management is for indigenous only. The need to ensure that housing is addressed is commendable. How does this fit within the housing strategy for the District?

**Heather Nelson-Smith, Director Corporate Services**

I can't speak to the housing strategy, but what we can reference is the land use and the Official Community Plan. For this zone the area has been designated for multi family and multi uses with small commercial opportunities. I have to be able to tell Council that the request for a zoning change will not impact the Official Community Plan.

**Don Kattler, Byng Road**

What I am saying is that there is an Official Community Plan references creating a housing strategy and since it was created in 2011 no work has been done.

**Councillor Pat Corbett-Labatt**

At the UBCM the Council was told to meet with M'akola housing for indigenous and non-indigenous housing management.

Mayor Dugas called the meeting back to order and instructed the discussion is related only to the land use and not to the management.

He concluded by stating that the Council can not and will not be able to discuss the public hearing after its close and may without any further notice pass, amend or reject proposed amendment bylaw 1088-2018. If there are any further questions you may ask staff.

Mayor Dugas called for final written submissions.  
None received.

Mayor Dugas closed the public hearing at 7:23 pm.

CERTIFIED CORRECT:

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DIRECTOR  
OF CORPORATE SERVICES

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MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY  
SPECIAL COUNCIL MEETING  
THURSDAY NOVEMBER 8, 2018  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

AGENDA

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

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

**REGRETS:** Councillor Treena Smith

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

**A. CALL TO ORDER**

Mayor Dugas called the meeting to order at 8:46 am.

**B. APPROVAL OF AGENDA AS PRESENTED**

**Moved/Seconded/Carried**

THAT the agenda for the Special Meeting of Council November 8, 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: 8:52 am.

CORRECT

APPROVED

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

\_\_\_\_\_  
MAYOR

SC2018-029  
AGENDA  
ACCEPTED  
AS  
PRESENTED

SC2018-030  
CLOSE  
MEETING TO  
PUBLIC  
COMMUNITY  
CHARTER  
SEC90 1 (k)

SC2018-031  
ADJOURNED



- 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 Leighton 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).

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

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

\_\_\_\_\_  
MAYOR

2018-220  
RESCIND COUNCIL  
POLICY CP5.7

2018-221  
ADJOURNMENT



## AGENDA

ITEM	ACTION REGULAR MEETING November 13, 2018	WHO	STATUS /COMMENTS
C/Wishart re potential F&O closures of Areas 11, 12, 13	Approved: Write to Minister of F&O expressing concerns	AMc	Done
T Reid, Min of Forests, Lands & Natural Resources (Oct 25/18) re: letter of support for funding to improve fish and wildlife habitat in the Quatsese saltmarsh area.	Approved: Write letter of support for funding to improve habitat	AMc	Done
S. Faber, Community Links request for donation of recreation passes for persons with disabilities	Approved: Recreation punch cards - 1 for 2018 and 2 for 2019 Advise of approval, arrange cards	LS	Done
A. Clance – Santa Clause Parade Road Closures on Sunday Dec 2 2018	Approved: As requested Advise PW Advise outside agencies	LD LD	Done Done
Heather Nelson-Smith, Director of Corporate Services (Nov 6/18) re: Council Appointments.	Approved as presented. Advise RDMW, VIRL and other organizations	HN-S	Done
Council Policy 5.7 Confidential Secretary Council Meeting Attendance (CP5.7).	Approved as presented. Rescind CP 5.7 from policy manual	LD	Done
ITEM	ACTION REGULAR MEETING October 9, 2018	WHO	STATUS /COMMENTS
Draft Minutes of the Tourism Advisory Committee meeting held Sept 20/18 were received for information. <i>Recommendation to Council: THAT Council amend the Ch of Commerce – Fee for Service Agreement Schedule ‘C’ MRDT dates to match the MRDT bylaw dates of July 1, 2017 to June 30, 2022.</i>	Approved: Recommendation as presented -Amend Ch of Commerce Fee for Service Schedule ‘C’ as directed	HN-S	In progress
Draft Minutes of the Operational Services Committee meeting held September 24, 2018 <i>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.</i>	Recommendation approved as presented: -Draft ad -Post Ad to BC Bid & -Email ad to N.I. communities, local First Nation communities & First Nation Northern Coastal communities	LS LD LD	In progress
ITEM	ACTION REGULAR MEETING August 14, 2018	WHO	STATUS /COMMENTS
Draft minutes of the Operational Services Committee meeting held July 16, 2018. <i>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.</i>	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	Winter project
Lynda Sowerby, Director Financial Services (Aug 14/18) re: Mechanic Shop Lift Hoist Replacement.	Approved: purchase of a new lift hoist for Mechanic Shop as recommended -Purchase hoist as directed	LS	Purchased and Installed in mechanic shop
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: Approved in principle 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	Included in 2019 Budget for discussion



AGENDA



November 13, 2018

Mayor Dugas and Councillors  
District of Port Hardy  
Box 68  
Port Hardy, BC V0N 2P0

Dear Mayor Dugas and Councillors:

I would like to congratulate you all for being elected to serve the District of Port Hardy.

Serving in public office is both a great honour and an important responsibility, and your success in the 2018 election is a testament to your hard work and dedication to your community. I have every confidence that you will be effective voices for your constituents in the months and years ahead. Local representatives are vital to the growth and well-being of our province as a whole, and I look forward to working collaboratively with the District of Port Hardy as we strive to make life better for all British Columbians.

Congratulations, once again, and best wishes for your time in public office.

Sincerely,

John Horgan  
Premier



**DISTRICT OF PORT HARDY  
FINANCE COMMITTEE MEETING MINUTES AGENDA  
NOVEMBER 8 & 9, 2018  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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- PRESENT:** Mayor Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, John Tidbury and Leightan Wishart
- REGRETS:** Councillor Treena Smith **DRAFT**
- ALSO PRESENT:** Allison McCarrick, Chief Administrative Officer; Lynda Sowerby, Director of Finance; Abbas Farahbakhsh, Director of Operational Services  
Leslie Driemel, Recording Secretary
- CITIZENS:** One
- 

**A. CALL TO ORDER**

Mayor Dugas called the meeting to order at 9:00 am and acknowledged that the meeting was being held on the traditional territory of the Kwakiutl people.

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the Finance Committee meeting of November 8, 2018 be approved as presented.

**C. ADOPTION OF MINUTES**

**Moved/Seconded/Carried**

THAT the minutes of the Finance Committee held October 3, 2018 be approved as presented.

**D. Staff Report – Allison McCarrick, CAO re: Rural and Northern Communities Grant - Options**

Allison McCarrick reviewed the Recreation Revitalization project and chiller replacement options as they could be submitted under the Rural and Northern Communities Grant and the Community, Culture and Recreation Stream.

Discussion included:

- Submitting one large dollar grant proposal and likelihood of grant award.
- Submitting two grants with lower dollar value and time frames involved.
- Government staff review of project and their comments/suggestions.
- Review of items to include in budget estimates.
- Chiller cost variation of \$30,000 between plate and frame system vs a shell and tube system.
- Shell and tube chiller would not provide a low charge system and would require replacement if a low charge refrigeration plant is desired.
- Adding \$225,000 to arena lobby upgrades - include a lift.
- Available funding, government funding and District's portion.
- Projects fit under both funding streams.

- If there is a need to roof skate park / use of aquatic center beams for roof of skatepark.
- Apply for first round of funding for arena, second round of funding for skatepark.
- Keeping skatepark at existing site until new one built.

**DRAFT**

**Moved/Seconded/Carried**

THAT the Finance Committee recommend that Council approve Chiller Option a. to replace the current chiller with a plate and frame chiller in the spring of 2019, budget \$250,000 in the 2019-2023 Financial Plan AND THAT staff proceed with preparing the tender documents.

**Moved/Seconded/Carried**

THAT the Finance Committee recommend that Council approve Option 1a, Recreation Revitalization Grant focus on arena with \$225,000 added to lobby refurbishment – to a maximum of \$3.2 million dollars maximum.

**E. Schedule A – General Operating Fund**

Lynda Sowerby, Director of Finance reviewed the 2019-2023 General Operating Fund 5 Year Revenue and Expenses and advised:

- Most revenues increase by 2% and 2.2% in expenses, some rates such as hydro may be higher.
- Taxation rates increase in first two years and reduce in last three years, with increases due to cost of multiplex debt, proposed Recreation Manager, council salaries.
- Utilization of taxation stability reserve fund to lower tax rates.

**F. Schedule B – Water Fund**

Lynda Sowerby, Director of Finance reviewed: Water Operations Budget and Water Capital Fund and advised:

- Fund has been kept to 2% increase for both revenues and expenses.
- Transfer of a surplus from Operations to Water Reserve Fund is included.
- Some carryover of projects from 2018.
- PLC upgrades estimate has increased to \$200,000.

**G. Schedule C - Sewer Fund**

Lynda Sowerby, Director of Finance reviewed Wastewater Operations Budget and Sewer Capital Fund and advised:

- Sewer has been underfunded.
- 4% increase to revenues needed.
- Fort Rupert Lift Station not in imminent danger of failing, but operational costs are ongoing extra expenses and should be replaced in next five years.

**H. 2019 Capital Projects and possible funding sources**

Lynda Sowerby, Director of Finance advised that capital justification sheets have been done and can be sent to council. Councillor Dorward requested electronic copies be sent to her. Capital and Major Maintenance projects were reviewed and direction / discussion with staff included:

- Remove bear proof bins.
- Remove rainbow crosswalk.
- Adding a crosswalk at Hastings/Market Street, consensus to wait to see when Salvation Army building is fully operational.

- Move Rainbow Banners/ Flags \$1,000 to Operations.
- Remove BC Hydro Kiosk.
- Direction to staff to investigate cost of wrapping Central Street Lift Station.
- Remove 2019 estimated/scheduled contributions of \$200,000 to Capital Works Reserve.
- Speed Reader funding from ICBC and District costs – look at adding one more at bottom of Park Drive across from Gwa'sala-'Nakwax'xw First Nations, possibly as part of Development Permit process.
- Heather Nelson-Smith joined the meeting to review paperless agenda program and options regarding purchase of electronic equipment.
- Asset management software and long-term benefits reviewed.
- Carrot Park and Welcome sign costs and urgency to replace were reviewed and it was agreed to leave them in the budget for now.
- Councillor Tidbury reviewed the Protective Services SCBA Packs and Compressor/fill station budget items. It was agreed they will be reviewed again when more information is available on models / and costs are brought forward to Council.
- Recreation items were reviewed, and it was agreed to increase Community Forest contribution to Aquatic Center to \$250,000, reduce Grants and donations of Aquatic Center to \$6,350,000.
- Investigate the benefits of increasing the Community Forest contributions so that the \$6 million borrowing is decreased.

#### I. Debt Schedule

**DRAFT**

Lynda Sowerby, Director of Finance gave a short review of the proposed debt schedule.

Adjournment:

The meeting adjourned to reconvene on Friday November 9, 2018 at 9:00 am.

November 9, 2018 - Mayor Dugas reconvened the meeting to order at 9:00 am and acknowledged that the meeting was being held of the traditional territory of the Kwakiutl people.

No media was present.

No citizens were present

Lynda Sowerby, Director of Finance advised the Fire Chief is bringing forward written quotes for SCBA, air compressor and fill stations as requested.

#### **Continued**

#### H. 2019 Capital Projects and possible funding sources

- Roads: Abbas Farahbakhsh, Director of Operational Services advised that the roads budget should be adjusted to \$200,000 for roads patching and painting.
- Sidewalks: New sidewalk, down Shipley Street (from Market Street to Post Office) on the Credit Union side of the road, to start after the Credit Union Parking area.
- Crack sealing and line painting are combined and of that line painting is \$10,000.
- Allison McCarrick CAO requested Roads and Sidewalks be moved from Community Forest funding to Gas Tax funding.
- Discussion took place on the purchase of a Skid Steer, its benefits to operations and costs. Abbas advised that a discount is currently available and requested early budget purchase approval.

**Moved/Seconded/Carried**

THAT the Finance Committee recommend that Council give early budget approval for the purchase of a skid steer, with the cost not to exceed \$85,000.

Council discussed the amounts listed under funding from the Community Forest and whether the items were recreation oriented and future dividend amounts.

- Harbour: Council discussed the timelines and work needed on the Seagate Pier as recommended by the consulting engineer in 2016. Discussion took place on sharing the costs between Community Forests and other funds, contacting ICET regarding eligibility for a grant if work has been started, contacting the Coast Guard regarding their plans and possible revenue from leasing the Seagate building.
  - Cost sharing with Small Craft Harbours for capital vs operational requirements at Seine Floats and Fishermans Wharf was discussed.
  - Last item of \$6,000 is for work required on the pedestrian ramp.
  - Work required at Bear Cove Boat was reviewed.
  - It was requested staff look at future installation of a pre-cast concrete slab to alleviate the drop off at the ramp.
  - All other Harbour budget items were reviewed and updated.
- Water: PLC WTP Replacement. Abbas advised the budget amount should be \$200,000 but savings may be possible. All other Water budget items were reviewed.
- Sewer: Abbas reviewed and explained the Tsulquate Smart Tub item and advised the budget figure should be \$30,000. Abbas advised a sludge bin item was missing from the spread sheet at \$20,000 and explained what it was for and operational cost savings. All other Sewer budget items were reviewed and updated.

**DRAFT**

## **I. Debt Schedule**

Lynda Sowerby, Director of Finance reviewed the proposed debt schedule and advised she still plans to bring forward scenarios on reducing the principle amounts. Original projections for the Multiplex were based on \$4 million debt. The referendum approval of \$6 million debt, plus the rising interest rates has increased the cost of borrowing.

## **J. Fees and Charges**

Council reviewed the 2019 User Rates Review and held a lengthy discussion on changing the seniors discount. Discussion included:

- Removing or reducing the seniors discount for utilities.
- Overall discounted amounts for 2018 was estimated at \$68,000,
- Garbage rates are not discounted from contractor.
- Increasing age from 55 years to 65 years for senior discount on recreation rates

### **Moved/Seconded/Carried**

THAT the Finance Committee recommend that Council increase the age for recreation discount rates from 55 years to 65 years of age.

Harbour Rates were reviewed and discussed in detail including:

- Comparisons with harbour rates from other communities.
- Revenues do not cover operational expense.s
- After 8 days, monthly rate is more cost effective for the purchaser.
- Commercial vs recreational users.
- Telegraph Cove rates should be removed from the spread sheet.

- Percent amounts should be removed from the spread sheet.
- Rates be increased over several years rather than all at once.
- Winch and Grid charges are acceptable.
- Bear Cove has no parking or launch fees, could have higher moorage fees.

**K.** Finalize Grants in Aid – Next meeting

**DRAFT**

**L.** Next meeting dates: December 5, 9:00 am to Noon, other dates to be determined.

**M.** Adjournment

The meeting adjourned.

Time: 12:15pm



AGENDA

**MINUTES OF THE  
DISTRICT OF PORT HARDY  
FIRST NATIONS RELATIONS COMMITTEE MEETING  
TUESDAY NOVEMBER 13, 2018  
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

**Committee**

**Members:** Councillor Pat Corbett-Labatt (Chair), Councillor Leightan Wishart,

**Also Present:** Councillor Fred Robertson

**DRAFT**

**Regrets:** 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 3:30 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the First Nations Relations Committee meeting of November 13, 2018 be accepted as presented

**C. ADOPTION OF MINUTES**

1. Minutes of the First Nations Relations Committee meeting held September 25, 2018.

**Moved/Seconded/Carried**

THAT the minutes of the First Nations Relations Committee meeting held September 25, 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.

**Multiplex Project – Unitech Job Fair**

Allison McCarrick advised that the Multiplex Project has gone out to tender for the trades components. Local contractor stakeholders, contractors and First Nations have been advised of the tender documents available on BC Bid.

Summer Games project - Email from Ross E. Hunt, Chief, Kwakiutl First Nation re: True North Games *DRAFT* Letter of Interest. Request for comments, corrections and discussion.

The Committee reviewed the draft letter of interest and suggested that the Regional District of Mount Waddington Board of Directors be added to the list and invite Greg Fletcher and Pat English to the December meeting to further discuss the project.

Allison McCarrick will contact Greg Fletcher of the RDMW and Councillor Corbett-Labatt will contact Ross Hunt to confirm his availability for the December 11<sup>th</sup> meeting.

**F. CORRESPONDENCE**

No correspondence

FNRC  
2018-027  
AGENDA NOV 13  
ACCEPTED

FNRC  
2018-028  
MINUTES OF SEPT  
25/18 ACCEPTED

ACTION ITEM  
REVIEW



**G. NEW BUSINESS**

**DRAFT**

1. Allison McCarrick, CAO re: Request for support in principle for the District of Port Hardy application to the Rural and Northern Communities grant for the Recreation Revitalization Project.

The CAO advised that Port Hardy Minor Hockey, North Island Eagles, First Nations and School District 85 have all been contacted to provide a letter of support for the grant application.

2. Councillor Pat Corbett-Labatt re: Indigenous cultural sensitivity training of new employees and counsellors.

The Committee discussed:

- Availability of grant funding for Indigenous cultural sensitivity training.
- Researching local Indigenous sensitivity training providers.
- Requesting N.I. College to put on an Indigenous cultural sensitivity training session.
- Organizing one session and inviting multiple organizations.
- Availability of online training

**Moved/Seconded/Carried**

The Committee recommends:

THAT Council request the Regional District of Mount Waddington gauge the level of interest for member communities, elected officials and interested employees for a regional cultural sensitivity training session.

**H. COMMITTEE MEMBER REPORTS**

No reports.

- I. NEXT MEETING DATE:** Next meeting December 11 at 3:30 pm.

December meeting date to be confirmed.

**J. ADJOURNMENT**

**DRAFT**

**Moved**

THAT the meeting be adjourned.

Time: 4:03pm

FNRC  
2018-029  
RECOMMENDATION  
TO COUNCIL RE:  
RDMW REGIONAL  
CULTURAL  
SENSITIVITY  
TRAINING

FNRC  
2018-030  
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY  
OPERATIONAL SERVICES COMMITTEE MEETING  
HELD MONDAY NOVEMBER 19, 2018      AGENDA  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

**Committee**

**Members:** Councillors John Tidbury (Chair), Janet Dorward

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

**Regrets:** Councillor Leightan Wishart and Allison McCarrick, CAO

**A. CALL TO ORDER**

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

**B. APPROVAL OF AGENDA**

**DRAFT**

Addition:

Councillor Dorward requested the following be added under New Business:  
Wi-Fi at Carrot Park

OP SCVS  
2018-040  
AGENDA NOV  
19/18  
ACCEPTED AS  
AMENDED

**Moved/Seconded/Carried**

THAT the agenda of November 19, 2018 be adopted as amended.

**C. ADOPTION OF MINUTES**

Minutes of the Operational Services Committee meeting held October 15, 2018.

**Moved/Seconded/Carried**

THAT the minutes of October 15, 2018 be accepted.

OP SCVS  
2018-041  
MINUTES OCT  
15/18  
ACCEPTED

**D. DELEGATIONS**

No delegations

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

1. Action Items Review and Update.

Polar Bear Dive

See if it is possible to get a report from our insurance association to see if we can provide an exemption. There are three divers in the water and only one person jumps at a time and the area is scanned for items. The Committee would like staff to look further and report back if we can continue.

Lost at Sea Marker

Possible dedication around June with Oceans Day or the lowest tide of the year in June or first day of spring March 20, 2019.

Consider consulting with fishermen to see if there is a day that the memorial should be done. Table to next month.

Hydro Boxes

Instead of wrapping Hydro Boxes the District should look at upgrading the lift station at Carrot Park discussion at Finance Committee.

Perhaps bollards done rather than wrapped lift stations. Discussion for Finance Committee.

ACTION ITEMS

OP SCVS  
2018-042 OPS  
TERMS OF  
REFERENCE

2. Draft Terms of Reference.

**Moved/Seconded/ Carried**

Recommend that 'except matters related to park, recreation, arts & culture be removed, and the policy be forwarded to Council for approval.

CAPITAL LIST

3. Capital Items List / Operations update.

Staff updated the committee on the capital items.

**DRAFT**

**F. CORRESPONDENCE**

1. Mainroad North Island Contracting – Minutes of Stakeholder meeting held October 23, 2018. For information.

Staff updated the committee on the meeting with Mainroad North Island Contracting and the overlap of services that are considered between Port Hardy and the Highway Contractor.

Concern regarding the Holberg Road maintenance and discussion over where machinery is parked and response to adverse weather conditions.

2. Pacificus Biological Services (Nov 1/18) re: 2018 testing on Airport Wastewater Treatment Plant. For information.

The committee discussed the report including the low levels of toxicity and the good condition of the outfall.

**G. NEW BUSINESS**

Addendum

Wi-Fi in Carrot Park

Want to explore the cost of installing Wi-Fi at the park. The events could be made better as well as the feasibility and the capability, but also looking at events like streaming movies.

**H. STAFF REPORTS**

1. Water Operations Report, October 2018. For information.

Staff updated the committee on the report including the amount of water produced in October as well as the quality of water.

Commercial water metres are being installed as staff time permits.

2. Port Hardy Harbour Authority Report, September 2018. For information.

F float at Fisherman's Wharf has no lighting. It is possible this is being addressed by Small Craft Harbour. Staff will talk to Aries Security.

Parking meter at the harbour parking lot might just need to be turned to reduce failure perhaps caused by weather or inability to get enough lighting. Staff will talk to Aries Security.

3. Pressure Reducing Valve FAQ. For information.

Staff discussed the issue with those properties that do not have PRV's and it will be included in the upcoming utility billing.

**I. COMMITTEE MEMBER REPORTS**

None

**J. NEXT MEETING DATE:** December 17, 2018.

2019 Meeting Dates: 3<sup>rd</sup> Monday of the month. January 21, February 25, March 18, April 15, May 27, June 17, July 15, August 19, September 16, October 21, November 18, December 16

**K. ADJOURNMENT**

**DRAFT**

OP SCVS  
2018-043  
ADJOURNMENT

**Moved**  
THAT the meeting adjourn at 3:49 pm.



**TERMS OF REFERENCE OF THE  
DISTRICT OF PORT HARDY  
OPERATIONAL SERVICES COMMITTEE  
(Standing Committee of Council)**



AGENDA

**1. ESTABLISHMENT**

**DRAFT**

The District of Port Hardy Operational Services Committee, hereinafter referred to as the “Committee”, was established as a Standing Committee of Council of the District Port Hardy.

**2. PURPOSE**

The responsibility of the Operational Service Committee includes:

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

**3. AUTHORITY**

- 3.1 The Committee does not have delegated approval authority from Council.



**MINUTES**  
**DISTRICT OF PORT HARDY**  
**PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING**  
**HELD WEDNESDAY NOVEMBER 21, 2018**  
**COUNCIL CHAMBERS, MUNICIPAL HALL**      **AGENDA**  
**7360 COLUMBIA STREET**

**Committee Members:** Councillors: Fred Robertson (Chair), Janet Dorward and John Tidbury

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

**Regrets:** Councillor Pat Corbett-Labatt

**A. CALL TO ORDER**

Councillor Robertson called the meeting to order at 3:05 pm.

**B. APPROVAL OF AGENDA**

Addendum – New Business – Recycling attachments to garbage cans.

**Moved/Seconded/Carried**

THAT Parks, Recreation, Arts & Culture Committee agenda for November 21, 2018 be accepted as amended.

**C. ADOPTION OF MINUTES**

**DRAFT**

1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held October 17, 2018.

**Moved/Seconded/Carried**

THAT the minutes of the Parks, Recreation, Arts & Culture Committee meeting held October 17, 2018 be accepted.

**D. DELEGATIONS**

None

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

1. Review of Action Items.

Disc Golf

Perhaps Stink Creek Park as a potential test location or Beaver Harbour Park which has more space to set up and less traffic.

Mural Project

Update from Ocean Argyle is that she is working still on the project with a completion date of February 14, 2019 and has extended an invitation to view the progress to staff.

Terry Fox Run

Possible to have the District run the Terry Fox run in 2019 in addition the run could be held on another day besides Sunday.

2. Staff Report: Melinda Dennison, Aquatic Coordinator (Nov 6, 2018) re: Pickleball nets and tape lines.

PRA&CC  
2018-039  
NOV 21/18  
AGENDA  
APPROVED AS  
AMENDED

PRA&CC  
2018-040  
MINUTES  
OCT 17/18  
ACCEPTED

ACTION ITEMS

- Discussion on the use of the Pickleball at the Civic Centre.
- Is the Civic Centre the best place for sporting events?
  - Can we use the school through an association?
  - Robert Scott has been used in the past for badminton.
  - Better to have multi use facilities.
  - Civic Centre is booked most evenings.
  - Pickleball may damage the Civic Centre.
  - Trial period at Civic Centre.
  - Order the equipment and actively promote with initial use in the arena.
  - Civic Centre use discussion later.

**DRAFT**

PRA&CC  
2018-041  
PICKLEBALL  
NETS

**Moved/Seconded/Carried**

Recommendation to the Finance Committee that funds be allocated to buy one stand up net and marking tape for pickleball.

And the Committee requests that the Arena be used as a trial run in the spring and that there be training and promotion of pickleball to evaluate its success at the end of the season 2019.

CAPITAL LIST  
REVIEW

3. Capital Review List.

The Committee reviewed the capital list with staff.

**F. CORRESPONDENCE**

No correspondence.

**G. NEW BUSINESS**

**ADDENDUM**

1. Recycling holders for garbage cans

Staff shared the proposed cages to the committee that will attach to the existing garbage cans to allow people to avoid putting their recyclable containers into the garbage and eliminate people having to access the garbage.

**H. COUNCIL / COMMITTEE REPORTS**

No reports.

**I. NOTICE OF MEETING:** Next meeting 3:00 pm December 19, 2018

Upcoming 2019 Meeting Dates: (The third Wednesday of each month)  
January 16, February 20, March 20, April 17, May 15, June 19, July 17, August 21,  
September 18, October 16. November 20, December 18

**J. ADJOURNMENT**

PRA&CC  
2018-042  
ADJOURNMENT

**Moved**  
THAT the meeting be adjourned.

Time: 3:47pm



DISTRICT OF PORT HARDY
STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate Services AGENDA
SUBJECT: 2019 Council Meeting Dates
DATE: November 21, 2018

PURPOSE

To present Council with a regular meeting schedule for 2019 for its consideration such that staff can proceed with satisfying notification requirements prior to the new year.

POLICY/REGULATORY CONSIDERATIONS

Section 127 of the Community Charter requires that Council make available to the public, a schedule of the date, time and place of its regular Council meetings and that a notice of this meeting schedule be advertised (newspaper and posting at Municipal Hall) in accordance with section 94 of the Community Charter.

FINANCIAL IMPLICATIONS

None, other than the required cost for statutory advertising.

COUNCIL PROCEDURE BYLAW

Council procedure bylaw No. 03-2009 requires that regular Council meetings be held on the second and fourth Tuesday of each month at 7:00pm. The schedule included in the staff recommendation reflects past decisions to reduce summer (July and August) meetings to one per month. In addition, September 24, 2019 is proposed to be cancelled during the week in which the Union of British Columbia Municipalities (UBCM) Convention takes place and the December 24, 2019 meeting is proposed to be cancelled during the week in which Christmas and Boxing Day occur.

STAFF RECOMMENDATION

THAT Council approved the following regular Council meeting dates for 2019

- January 8 January 22
February 12 February 26
March 12 March 26
April 9 April 23
May 14 May 28
June 11 June 25
July 9 July 23- cancelled for summer break
August 13 August 27- cancelled for summer break
September 10 September 24- cancelled for UBCM Convention
October 8 October 22
November 12 November 26
December 10 December 24- cancelled for Christmas break

Respectfully Submitted,

[Handwritten signature of Heather Nelson-Smith]

Heather Nelson-Smith, Director of Corporate Services

I support the staff recommendation,

[Handwritten signature of Allison McCarrick]

Allison McCarrick, CAO





# DISTRICT OF PORT HARDY

AGENDA

## 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
-------------------------------------	-------

- 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 9<sup>th</sup> day of October, 2018

Public Hearings held the 7<sup>th</sup> day of November, 2018

Read a second time the \_\_\_ day of \_\_\_\_\_, 2018

Read a third time the \_\_\_ day of \_\_\_\_\_, 2018

Adopted on the \_\_\_ day of \_\_\_\_\_, 2018

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

\_\_\_\_\_  
MAYOR

## 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 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 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
<b>Setbacks</b>					
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)

	<b>Apartment Dwelling</b>	<b>Attached Dwelling/Community Care Facility</b>	<b>Single Family Dwelling</b>	<b>Duplex Dwelling</b>	<b>Commercial</b>
<b>Size of Buildings and Structures</b>					
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%
<b>Floor Area</b>					
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)	-
<b>Parcel Area</b>					
Minimum Parcel Area	58,588.76 square metres, 5.8588 hectares				14,649.62 square metres, 1.465 hectares