



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY JANUARY 22, 2019 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET

Mayor: Dennis Dugas
Councillors: Pat Corbett-Labatt, Janet Doward, Fred Robertson, Treena Smith
John Tidbury, Leightan Wishart

Staff: Allison McCarrick, Chief Administrative Officer
Heather Nelson-Smith, Director Corporate Services
Lynda Sowerby, Director Financial Services
Abbas Farahbakhsh, Director Operational Services

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY JANUARY 22, 2019
COUNCIL CHAMBERS - MUNICIPAL HALL**



We respectfully acknowledge that this meeting is being held on the traditional territory of the Kwakiutl People, Gilakas'la

Page		Time:
	A. CALL TO ORDER	
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required.	1. 2.
	C. ADOPTION OF MINUTES	
1	1. Minutes of the Special Council Meeting held December 5, 2018	
	Motion required.	1. 2.
2-3	2. Minutes of the Committee of the Whole Meeting held January 8, 2019	
	Motion required.	1. 2.
4-8	3. Minutes of the Regular Meeting of Council held January 8, 2019	
	Motion required.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	None.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
9-11	1. Council Action Items. For information.	
	F. NEW BUSINESS	
	None in Package.	
	G. CORRESPONDENCE	
12-13	1. Minister Rob Fleming, Ministry of Education re: Premier's Awards of Excellence. For information.	
	2. Gwa'sala-'Nakwaxda'xw Nations re: Application to Canada Infrastructure Program for Community, Culture, and Recreation Grant for the Construction of a Big House.	
	Motion required.	1. 2.
14-15	3. Island Health re: Vision Zero. For information.	
16	4. Sandra Dyer re: Basketball and the use of School District/District Reciprocal Agreement.	
	Motion required.	1. 2.
	H. COUNCIL REPORTS	
	1. Verbal Reports from Council members.	

I. COMMITTEE REPORTS

- 17-18 1. Minutes of the Finance Committee Meeting held December 13, 2018. For information.
- 19-21 2. Draft Minutes of the First Nations Relations Committee Meeting held January 8, 2019. For information.
- 22-23 3. Draft Minutes of the Parks, Recreation, Arts and Culture Committee Meeting held January 16, 2019. For information.

J. STAFF REPORTS

- 24-25 1. Heather Nelson-Smith, Director of Corporate Services re: Proclamations 2019.
- Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 26-55 1. Bylaw 1090-2018 A Bylaw for District of Port Hardy User Rates and Fees for 2019. For final adoption.

Motion / direction 1. 2.

- 56-57 2. (a) Staff Report Lynda Sowerby Director of Finance re: 2019-2023 Five Year Financial Plan Bylaw 1091-2019

- 58-61 (b) Bylaw 1091-2019 A Bylaw to Adopt the Annual Five Year Financial Plan for the Period 2019-2023. For first, second and third reading.

Motion / direction 1. 2.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

January 28, 2019 12:00 pm Emergency Committee Meeting – Fire Hall
January 29, 2019 6:30 pm Public Information Session Multiplex Project- Civic Centre
January 31, 2019 8:30 am Occupational Health and Safety Committee- Municipal Hall
February 4, 2019 3:00 pm Operational Services Committee Meeting- Municipal Hall
February 12, 2019 3:30 pm First Nations Relations Committee Meeting- Municipal Hall
February 12, 2019 6:30 pm Committee of the Whole Meeting- Municipal Hall
February 12, 2019 7:00 pm Regular Council Meeting – Municipal Hall

N. NOTICE OF IN CAMERA MEETING

No notice of In Camera meeting.

O. ADJOURNMENT

Motion required. 1. 2. Time:

Questions pertaining to the agenda will follow at the end of the meeting.



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

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

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 4:59 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council December 5, 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: 7:04 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

SC2018-035
AGENDA
DEC 5/18
ACCEPTED
AS
PRESENTED

SC2018-036
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90 1 (k)

SC2018-037
ADJOURNED



**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
TUESDAY JANUARY 8, 2019
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 (via telephone)

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

REGRETS: None

MEDIA: North Island Gazette **MEMBERS OF THE PUBLIC:** None

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 6:30 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 Committee of the Whole meeting of January 8, 2019 be accepted as presented.

C. BUSINESS ARISING

1. Question Period.

Discussion included:

- Status Quo with an addition to the agenda as a reminder to the chair regarding the question period.
- Have a lunch box or an evening discussion open to the public to discuss anything.
- Having the question period as part of the agenda makes it more formal.
- Important to have a question period.
- Simple and straightforward instructions.
- Ensuring citizens feel engaged.
- Limit the questions to current agenda only.
- Time limit on the speaker.
- Question period recorded in the minutes.
- Should be held at the end of the meeting.
- Time limit per question and times a person can speak.
- Do not record the questions in the minutes.
- By keeping informal there is more freedom in the ability to have interchange between the questioner and the Council.
- On going review.
- Formalization in the procedure bylaw not necessary.

Moved/Seconded/Carried

THAT the Committee recommends Council continue with an informal question period following the Council meeting and that it be noted on the agenda script following the adjournment of the meeting with the following wording "Questions pertaining to the agenda will follow at the end of the meeting".

COW 2019-001
APPROVAL OF
COW JAN 8/19
AGENDA AS
PRESENTED

COW 2019-002
QUESTION
PERIOD

COW 2019-003
LUNCH
BOX/EVENING
MEETINGS WITH
MAYOR AND
DEPUTY MAYOR

Moved/Seconded/Carried

THAT the Committee Recommends that the Mayor and Deputy Mayor host lunch box/evening meetings monthly to allow public an informal opportunity to discuss matters with the Mayor.

COW 2019-004
ACKNOWLEDGE
MENT OF THE
TRADITIONAL
TERRITORY OF
THE KWAKIUTL
PEOPLE

Moved/Seconded/Carried

THAT the Committee recommends that the Acknowledgement of the traditional territory of the Kwakiutl People be added to all District Agendas.

D. NEW BUSINESS

None

E. ADJOURNMENT

MOVED

THAT the Committee of the Whole adjourn.

Time: 6:59 pm

COW 2019-005
ADJOURNMENT

CORRECT

APPROVED

Original signed by:

DIRECTOR
OF CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
JANUARY 8, 2019
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 (via telephone)

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

MEDIA: North Island Gazette

MEMBERS OF THE PUBLIC: 1

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

Addendum

I- Committee Reports 5- Draft Minutes of the First Nations Relations Meeting held December 11, 2018 and recommendation from committee.

J- Staff Reports 4(b)- Councillor Dorward re: AVICC 2019 Resolution Isolation Allowance.

F- New Business 1- Committee of the Whole recommendations January 8, 2019

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of January 8, 2019 be adopted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Regular Council Meeting held December 11, 2018

Moved/Seconded/Carried

THAT the minutes of the Regular Council Meeting held December 11, 2018 be accepted.

2. Minutes of the Special Council Meeting held December 13, 2018.

Moved/Seconded/Carried

THAT the minutes of the Special Council Meeting held December 13, 2018 be accepted.

D. DELEGATIONS

None

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Council action items were received for information.

2019-001
AGENDA REGULAR
COUNCIL MEETING
JAN 8/19 AS
AMENDED

2019-002
REGULAR MEETING
MINUTES DEC 11/18
ACCEPTED

2019-003
SPECIAL COUNCIL
MEETING MINUTES
DEC 13/18
ACCEPTED

ACTION ITEMS

F. NEW BUSINESS

1. **ADDENDUM** – Committee of the Whole Recommendations January 8, 2019.
The Committee Recommends:

THAT Council continue with an informal question period following the Council meeting and that it be noted on the agenda script following the adjournment of the meeting with the following wording “*Questions pertaining to the agenda will follow at the end of the meeting*”.

THAT the Mayor and Deputy Mayor host lunch box/evening meetings alternating monthly to allow public an informal opportunity to discuss matters with the Mayor.

THAT the Acknowledgement of the traditional territory of the Kwakiutl People be added to all District Agendas.

Moved/Seconded/Carried

2019-004
QUESTION PERIOD

THAT Council continue with an informal question period following the Council meeting and that it be noted on the agenda script following the adjournment of the meeting with the following wording “*Questions pertaining to the agenda will follow at the end of the meeting*”.

Moved/Seconded/Carried

2019-005
LUNCH
BOX/EVENING
MEETINGS

THAT the Mayor and Deputy Mayor host lunch box/evening meetings alternating monthly to allow public an informal opportunity to discuss matters with the Mayor.

Moved/Seconded/Carried

2019-006
ACKNOWLEDGMENT
KWAKIUTY
TERRITORY

THAT the acknowledgement of the traditional territory of the Kwakiutl People be added to all District Agendas.

G. CORRESPONDENCE

1. AVICC re: 2019 AGM and Convention Resolutions Notice Request for Submissions was received for information.
2. AVICC re: 2019 AGM and Convention Call for Nominations was received for information.
3. UBCM re: Gas Tax Agreement Community Works Fund Payment was received for information.
4. Alex Winter re: Request for Support Cell Phone Service Highway 19.

Moved/Seconded/Carried

2019-007
COUNCIL SUPPORT
CELL COVERAGE
IN RURAL AREAS.

THAT Council write a letter to the Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development advocating for better cell connectivity in rural areas including Highway 19.

H. COUNCIL REPORTS

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.

I. COMMITTEE REPORTS

COMMITTEE
REPORTS

1. Minutes of the Community Consultative Committee held September 24, 2018 were received for information.
2. Draft Minutes of the Community Consultative Committee held November 5, 2018 were received for information.

3. Draft Minutes of the Parks, Recreation, Arts and Culture Committee held December 19, 2018 were received for information.
4. Draft Minutes of the Operational Services Committee held December 17, 2018 were received for information.
5. **ADDENDUM-** Draft Minutes of the First Nations Relations Committee held December 11, 2018.

The Committee recommends:

THAT Council endorse the draft Kwakiutl First Nation and District of Port Hardy Expression of Interest letter for the True North Island Games AND THAT the letter be sent to the Regional District of Mount Waddington for their review and support by including their logo/letterhead on the final letter.

Moved/Seconded/Carried

THAT the Council support the draft Kwakiutl First Nation and District of Port Hardy Expression of Interest letter for the True North Island Games AND THAT the letter be sent to the Regional District of Mount Waddington for their review and support by including their logo/letterhead on the final letter.

2019-008
EXPRESSION OF
INTEREST TRUE
NORTH GAMES

J. STAFF REPORTS

1. Accounts Payable – December 2018 was received for information.
2. Heather Nelson-Smith, Director of Corporate Services (Dec 27/18) re: Community Consultative Committee Recommendation Short Term Vacation Rentals.

Moved/Seconded/Carried

THAT staff prepare a public survey to gather input on the following recommendations from the Community Consultative Committee:

- May only be located in the principle residence as define by Home Owner Grant Regulations.
- May be contained in a secondary suite, basement suite and/or carriage home.
- Owners who are away from their home up to 4 months may rent their home as a vacation rental.
- B&B regulations as required by Port Hardy including exits, fire extinguishers and smoke detectors to be in place.
- Require Strata letter of support upon application.
- Apartment Buildings and Manufactured Home Parks will not be permitted to have Short Term Vacation Rentals.
- Bed and Breakfast or Short-Term Vacation Rental, but not both.
- Set different rates for those that only rent while away compared to those who rent a secondary suite or carriage home on their principal property year-round.
- Must follow a good neighbor policy, complaints and/or violations will result in licenses being revoked.
- Must meet all parking requirements.
- Maximum guest limit based on square footage.
- Licenses are non-transferable.
- Must register for Municipal and Regional District Tax (MRDT).

AND THAT the committee review the feedback and prepare a report of findings to Council.

3. Heather Nelson-Smith, Director of Corporate Services (Dec 17/18) re: Local Government Management Association 100 Anniversary Commemorative Tree Planting.

2019-009 CCC
RECOMMENDATION
STVR SURVEY

2019-010
2019 LGMA
COMMEMORATIVE
TREE PLANTING
CEREMONY

Moved/Seconded/Carried

THAT Council authorize staff to proceed with selecting a tree to plant in a location recommended by staff and hold a commemorative tree planting ceremony in recognition of the local government profession and ongoing commitment to the community.

- 4 (a) Heather Nelson-Smith, Director of Corporate Services (Dec 27/18) re: AVICC Resolution 2019.

Moved/Seconded/Carried

THAT Council forward the following resolution to the Association of Vancouver Island and Coastal Communities:

WHEREAS small rural communities in British Columbia are surrounded by lands within Regional Districts governed by the Provincial Government that collect revenue from industry for resource extraction from the lands;

AND WHEREAS The communities adjoining these lands provide services including parks, recreation and roads, for the companies and employees and gain no apportionment of the revenue collected for providing these services;

THEREFORE, BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities lobby the Province of British Columbia to consider revenue sharing of royalties and taxes with municipalities that provide services to those industries benefitting from the services of the adjoining municipalities.

- 4 (b) **ADDENDUM** -Councillor Dorward re: AVICC 2019 Resolution Isolation Living Allowance.

Moved/Seconded/Carried

THAT Council forward the following resolution to the Association of Vancouver Island and Coastal Communities:

WHEREAS It is challenging to attract and retain employees in isolated communities because of a lack of full services and the extra cost to obtain these services elsewhere.

AND WHEREAS the provincial and federal governments recognize this challenge by providing isolation allowance to their employees

THEREFORE BE IT RESOLVED that the provincial and federal governments provide a tax credit/deduction to all employees living in and around the same communities that those governments recognize with Isolation Allowance

5. Heather Nelson-Smith, Director of Corporate Services (Jan 2/19) re: Development Permit 01-2019 8700 Park Drive.

Moved/Seconded/Carried

THAT staff be authorized to issue Development Permit 01-2019 to 1139401 BC LTD to develop a 66-unit townhouse complex on the property legally described as Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive.

6. Heather Nelson-Smith, Director of Corporate Services (Jan 4/19) re: Development Permit 02-2019 8905 Park Drive.

Moved/Seconded/Carried

THAT staff be authorized to issue Development Permit 02-2019 to 1139401 BC LTD to develop a 12 building 96 unit rental residential complex on the property legally

2019-011
AVICC
RESOLUTION
REVENUE SHARING

2019-012
AVICC
RESOLUTION
ISOLATION
ALLOWANCE

2019-013
DP APPROVAL 01-
2019 8700 PARK
DRIVE

2019-014
DP APPROVAL 02-
2019 8905 PARK
DRIVE

described as Lot C, Plan 24438, Section 1, Township 8, Rupert District, PID 003-029-093. Civic Address 8905 Park Drive.

K. CURRENT BYLAWS AND RESOLUTIONS

- 1. Bylaw 1089-2018 A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the year 2019.

Moved/Seconded/Carried

THAT Bylaw 1089-2018 A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the year 2019 be finally adopted.

- 2. Bylaw 1090-2018 A Bylaw for District of Port Hardy User Rates and Fees for 2019.

Moved/Seconded/Carried

THAT Council rescind third reading of Bylaw 1090-2018, User Rates and Fees for 2019 from December 11, 2018.

Moved/Seconded/Carried

THAT Council approve the administrative amendments to Bylaw 1090-2018, User Rates and Fees for 2019 as presented, AND THAT Bylaw 1090-2018 receive third reading.

L. PENDING BYLAWS

No pending bylaws

M. INFORMATION AND ANNOUNCEMENTS

Information and announcements were received for information.

N. NOTICE OF IN CAMERA MEETING

Special Meeting of Council / In Camera Meeting scheduled for 9:00am Monday January 21, 2019.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 8:35pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

2019-015
BYL 1089-2018
REVENUE
ANTICIPATION 2019
FINAL ADOPTION

2019-016
RESCIND 3RD
READING BYL 1090-
2018
USER RATES &
FEES FOR 2019

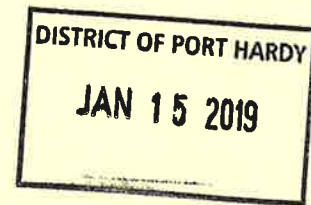
2019-017
BYL 1090-2018
USER RATES &
FEES FOR 2019
3RD READING

2019-018
ADJOURNMENT

ITEM	ACTION REGULAR MEETING January 8, 2019	WHO	STATUS /COMMENTS
issue Development Permit 02-2019 to 1139401 BC LTD to develop a 12 building 96 unit rental residential complex 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.	Complete Permits	HNS	In Progress
issue Development Permit 01-2019 to 1139401 BC LTD to develop a 66-unit townhouse complex on the property legally described as Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive.	Complete Permits	HNS	In Progress
AVICC Resolutions Submission Revenue Sharing Isolation allowance	Send in before deadline	HNS	In Progress
Council authorize staff to proceed with selecting a tree to plant in a location recommended by staff and hold a commemorative tree planting ceremony in recognition of the local government profession and ongoing commitment to the community.	Notify LGMA of desired tree	HNS	In Progress
THAT staff prepare a public survey to gather input on the recommendations from the Community Consultative Committee. AND THAT the committee review the feedback and prepare a report of findings to Council.	Prepare survey	HNS	
Council support the draft Kwakiutl First Nation and District of Port Hardy Expression of Interest letter for the True North Island Games AND THAT the letter be sent to the Regional District of Mount Waddington for their review and support by including their logo/letterhead on the final letter.	Send Letter	AM	Done
Council write a letter to the Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development advocating for better cell connectivity in rural areas including Highway 19.	Send letter	AM	Done
THAT the acknowledgement of the traditional territory of the Kwakiutl People be added to all District Agendas.	Add to the agenda start on regular council January 22 and Parks, Recreation, Arts and Culture January 16.	HNS	Done
Mayor and Deputy Mayor host lunch box/evening meetings alternating monthly to allow public an informal opportunity to discuss matters with the Mayor.	Designate a date and time for a rotation and provide a notice in the paper and online for residents.	DD HNS	

Council continue with an informal question period following the Council meeting and that it be noted on the agenda script following the adjournment of the meeting with the following wording “ <i>Questions pertaining to the agenda will follow at the end of the meeting</i> ”.	Add to the agenda start on regular council January 22	HNS	Done
ITEM	ACTION REGULAR MEETING December 11, 2018	WHO	STATUS /COMMENTS
Early approval of three 2019 Capital Projects as recommended by the Finance Committee: Skid-Steer, \$85,000; funded from general surplus; T-Floats Project, \$60,000; funded from Community Forest; Equipment Shed, \$40,000; funded from water fund surplus	Approved: as recommended by Finance Committee - Proceed as directed	AF AMc	In Progress
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
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

ITEM	ACTION REGULAR MEETING July 10, 2018	WHO	STATUS /COMMENTS
<p>Hosting future AVICC Convention</p> <p>Staff to investigate the process to host AVICC convention</p>	<p>Nov 27/18 C/Tidbury advised 2020 & 2021 hosting applications coming out soon. Suggested District apply to host in 2022</p> <p>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</p> <p>-Staff report received on Sept 25 18/Council meeting.</p>		<p>Council to discuss further</p>



January 7, 2019

Ref: 207062

To Mayors:

I am pleased to announce the launch of the 2019 Premier's Awards for Excellence in Education effective today. Following a successful inaugural year for the Awards program this past year, Government is once again proud to recognize the enormous contributions of British Columbia's exceptional teachers, administrators and support staff who are vital to the cultural, economic and social well-being of the province. The Awards recognize all outstanding education professionals who have made exceptional contributions to benefit their school, students and their communities.

The Awards are open to all education professionals within the BC K12 public, independent, band or international school systems. This year, Awards will be given in the following categories:

- Community Engagement
- District Leadership
- Extracurricular Leadership
- Indigenous Education
- Outstanding New Teacher
- Outstanding Support (School Community)
- Outstanding Support (Teaching Assistant)
- School Leadership
- Social Equity and Diversity
- Technology and Innovation

Nominations are now open and are welcomed from all BC citizens, including students, parents, teachers, administrators, trustees and community organizations. The deadline for nominations is March 31, 2019.

Additional information on the Awards, including a downloadable poster and brochure, can be found on the Premier's Awards for Excellence in Education website at www.gov.bc.ca/excellenceineducation.

.../2

Thank you in advance for your participation in promoting the Premier's Awards for Excellence in Education and assisting to ensure that British Columbia's very best receive the recognition that they deserve.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Fleming". The signature is fluid and cursive, with the first name "Rob" being more prominent than the last name "Fleming".

Rob Fleming
Minister

Enclosure



MEDICAL HEALTH OFFICERS

Office of the Chief Medical Health Officer

January 15, 2019

Sent via email

Mayor and Council
District of Port Hardy
general@porthardy.ca

Dear Mayor and Council:

Traffic crashes are a leading cause of serious injury and deaths in communities and on highways on Vancouver Island and throughout British Columbia. **Vision Zero** is an approach that has been used successfully in other jurisdictions to reduce traffic related trauma by focusing on safe roads, vehicles, speeds and drivers. There are opportunities for local governments and other stakeholders to make a difference through this approach.

To improve our knowledge of this approach in BC, the first **BC Vision Zero Summit**, is being held February 8th and 9th at Surrey City Hall and the Civic Hotel. Local government elected officials, and space permitting, road safety staff are invited and encouraged to consider attending this event.

Invitation and Registration Link:

<https://visionzerobc2019.eventbrite.ca>

Password: roadsafety123

About:

The first Vision Zero Summit in BC will present shared solutions to our shared challenges. Come listen to experts who are working to eliminate traffic fatalities and severe injuries on their streets, while increasing safe, healthy and equitable mobility for all.

Who is hosting this?

The event is hosted by the City of Surrey in partnership with Provincial Health Services Authority, Fraser Health, and Vancouver Coastal Health, and supported by Island, Interior, and Northern Health Authority.

Who is invited?

Civic Leaders, local government road safety staff, police and school leaders are given first opportunity to register. The event intended to foster conversation and learning on taking a proactive, preventative approach to prevent serious injuries and save lives across our BC communities. If space permits, other interested road safety partners will be welcome.

COWICHAN AREA

250.331.8591

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

NORTH ISLAND

250.331.8591

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

CENTRAL ISLAND

250.739.6304

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

SOUTH ISLAND

250.519.3406

Richard Stanwick, CMHO
MD, MSc, FRCPC, FAAP

Murray Fyfe
MD, MSc, FRCPC

Dee Hoyano
MD, FRCPC

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

After Hours On Call

1.800.204.6166

When and where?

February 8 and 9, 2019 at the Landmark Surrey City Hall (13450 104 Ave) and the new boutique Civic Hotel, in the heart of Surrey City Centre. Attendees may register for one or both days. Discounted room rates are offered to Summit participants at the Civic Hotel.

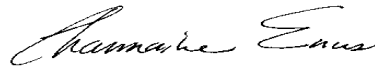
For more information, contact:

Megan Oakey, Provincial Manager - Injury Prevention, BC Centre for Disease Control
Megan.Oakey1@bccdc.ca

Shabnem Afzal, Road Safety Manager, City of Surrey, Shabnem.Afzal@surrey.ca



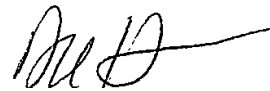
Paul Hasselback, MD, MSc, FRCPC
Medical Health Officer



Charmaine Enns, MD, MHSc, FRCPC
Medical Health Officer



Shannon Waters, MD, MHSc, FRCPC
Medical Health Officer



Dee Hoyano, MD FRCPC
Medical Health Officer



Murray Fyfe, MD, MSc, FRCPC
Medical Health Officer



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

January 16, 2019

To Mayor and Council:

I started a drop in Basketball night at Port Hardy High School last May. We are paying \$25.00 per night for the gym. We have a very good turnout of youth and adults. This was started for fitness and to get youth involved. I am sending this letter to ask if the district would please waive the fee under the reciprocal use agreement and make it retroactive to December 4th, 2018 so that we can get more youth off the streets and getting some physical activity.

Sincerely,

Sandra Dyer



**DISTRICT OF PORT HARDY
FINANCE COMMITTEE MEETING MINUTES
DECEMBER 13, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

- PRESENT:** Mayor Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Councillor Treena Smith, John Tidbury and Leightan Wishart
- ALSO PRESENT:** Allison McCarrick, Chief Administrative Officer; Lynda Sowerby, Director of Finance; Abbas Farahbakhsh, Director of Operational Services Leslie Driemel, Recording Secretary
- MEDIA:** None **CITIZENS:** None
-

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 12:10 pm pm and acknowledged that the meeting was being held of the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

Councillor Robertson requested an addendum to the agenda: Telus Fibre Optic installation project.

Council agreed by concensus to discuss the Telus Fibre Optic installation project at an upcoming Committee of the Whole.

Moved/Seconded/Carried

THAT the agenda for the Finance Committee meeting of December 13, 2018 be approved as presented.

C. ADOPTION OF MINUTES

1. Minutes of the December 5, 2018 Finance Committee meeting.

Moved/Seconded/Carried

THAT the minutes of the Finance Committee held December 5, 2018 be approved as presented.

D. Outstanding Capital Items

1. Fire Department Equipment - SCBA Packs and Air Compressor.

The Committee reviewed the costs provided in the Fire Chief's presentation to Council on December 11, 2018 Council meeting. The original budget was \$306,250 and is now: compressor at \$53,000 and \$177,000 for SCBA, plus options. Council was advised that savings can be met depending on the make and options selected. Discussion included:

- Dividing purchase over two budget years.
- Funding from debt or surplus.
- Funding from MTSA agreements with local First Nations.
- Using PH Fire Rescue surplus 2018 budget.
- Four infrared cameras are not needed.
- Recommendations from the 2013 Fire Wise Consulting Fire Service Inspection and Audit – report to be circulated to Council.
- Funds from sale of old equipment towards new equipment.
- Borrowing and debt over 5 vs 10 years and impact on property taxes.
- If early budget approval is required.

Moved/Seconded/Carried

The Finance Committee recommends

THAT Council approve the purchase of an air compressor and parts to a maximum of \$45,000
AND the purchase of 22 SCBA packs to a maximum of \$170,000 (without infrared cameras)
AND THAT funding be from debt borrowing over 10 years to a maximum of \$215,000.

2. Funding for replacement of 2009 Ford Ranger.

The Committee discussed the funding source for the replacement vehicle for the 2009 Ford Ranger. Discussion with staff included:

- Funding from water general fund or debt.
- Public Works primary user of vehicle – Water utility vehicles require different specifications.
- Future taxation program specific for general surplus fund.
- Planning for future equipment purchases.

The Committee agreed that funding for the replacement of the 2009 Ford Ranger will be from the General Fund Surplus.

3. Carrot Park “Carrot” and “Welcome Sign”.

Committee discussion with staff included:

- The need to replace the signs as an ongoing budget item for several years.
- Requesting donation of logs from local forestry companies or obtain from the North Island Community Forest.
- Budget figures may be out-dated, and a carver may be hard to find. The project may move forward over to next year.

The Committee agreed to include the Carrot Park “Carrot” and “Welcome Sign” replacements in the 2019 budget.

E. Bear Cove Harbour – implementation of launch fee.

Council discussion with staff included:

- Bear Cove launch fee to match Fishermans Wharf at \$5.50.
- Bear Cove launch fee not in User Rates and Fees bylaw and can be added closer to the summer season.
- Options to collect the launch fee.

The Committee agreed to implement a \$5.00 launch fee at Bear Cove Harbour and that the fees be collected by a locked box / honour system.

F. Next meeting dates: to be determined.

G. ADJOURNMENT

The meeting adjourned.

Time: 1:17pm

**MINUTES
DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE
HELD TUESDAY JANUARY 8, 2019
COUNCIL CHAMBERS - 7360 COLUMBIA STREET**



We respectfully acknowledge that this meeting is being held on the traditional territory of the Kwakiutl People, Gilakas'la

Committee

Members: Councillor Pat Corbett-Labatt (Chair), Councillor Fred Robertson

Also Present: Chief Ross Hunt, Kwakiutl First Nation; Councillor Edward White, Kwakiutl First Nation; Jeff Munroe, Manager of Economic Development, Kwakiutl First Nation; Councillor Jamuga Cook, Kwakiutl First Nation

Regrets: Allison McCarrick, CAO

Staff: Heather Nelson-Smith, Director of Corporate Services

A. CALL TO ORDER

Councillor Pat Corbett-Labatt called the meeting to order at 3:37pm 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 January 8, 2019 be accepted as presented.

FNRC
2019-001
AGENDA JAN 8/19
ACCEPTED

C. ADOPTION OF MINUTES

1. Minutes of the First Nations Relations Committee meeting held December 11, 2018

Moved/Seconded/Carried

THAT the minutes of the First Nations Relations Committee meeting held December 11, 2018 be accepted as presented.

FNRC
2019-002
MINUTES OF DEC
11/18 ACCEPTED

D. DELEGATIONS

1. No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items were reviewed and updated.
True North Games.

Councillor Pat Corbett-Labatt reported that the item had been taken to the Regional District of Mount Waddington, however there was some clarification required and requested that Chief Hunt attend an upcoming Regional District meeting to explain the initiative and the request from the Regional District to participate.

Funding is available for the program, however, there needs to be support from the communities on all of Vancouver Island to support this project. An organizer is required.

F. CORRESPONDENCE

No correspondence

ACTION ITEM
REVIEW

G. NEW BUSINESS

Chief Ross Hunt lead the committee through discussion on the following:

1. Vision and purpose of the First Nations Relations Committee.

Staff provided a copy of the terms of reference for the committee. There was discussion on the following:

- How the communities can work together better.
- How we can all participate in larger meetings such as the District attending the Nations meetings.
- How we can support a healthier North Island and ensure essential services are available to all.
- Keeping risk of addictions and the many social implications that arise from addictions in focus for prevention community wide.
- Protecting those who are vulnerable from being taken advantage of, such as theft and preventing the resale of stolen merchandise.
- Improving communication between all nations and communities.

2. Multiplex.

Chief Hunt requested an update on the progress from the pool. Councillor Pat Corbett-Labatt brought the committee up to speed on the tendering and the costs being 40% higher than anticipated.

Chief Hunt said he would take the item to the next Nation meeting to see if they can advocate together for the pool with the provincial and federal governments.

3. Municipal Decision Making.

Discussion on how municipal decision making happens Chief Hunt recommended that in order to move from reconciliation to affirmation that the Council of Port Hardy should adopt requirements/protocols to consult directly with the Kwakiutl.

Councillor Jamuga Cook joined the meeting at 4:07pm

4. History of the Kwakiutl People.

Recognition of the heritage of the Kwakiutl people through signage entering the community. Continuing to remind those of not just current use of the territory but the traditional use as well in historical discussions. The North Island Gazette published an article about Jokerville during the war, but there was no mention of how the First Nations participated in the war.

5. Douglas Treaty.

Concerns with outstanding land claims from the Douglas Treaty and the fact that they have yet to be returned to the Kwakiutl people.

6. Partnerships.

Councillor Cook discussed the importance of joint ventures and partnerships to bring the communities together. Alert Bay/Namgis development corporation was discussed.

7. Health and wellness.

Discussion about the need for treatment facilities and support for those needing health care and treatment. Elders and seniors care and young family support being major gaps on the North Island.

8. Communication.

Ensuring that local leaders discuss areas of concern so that both parties know what the perception of each party is to ensure we all understand where the other is coming from.

H. COMMITTEE MEMBER REPORTS

No reports.

I. NEXT MEETING DATE: Next meeting February 12, 2019 3:30 pm.

J. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:47pm

FNRC
2019-003
ADJOURNMENT

**MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
HELD WEDNESDAY JANUARY 16, 2019
COUNCIL CHAMBERS - 7360 COLUMBIA STREET**



We respectfully acknowledge that this meeting is being held on the traditional territory of the Kwakiutl People, Gilakas'la

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

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

Regrets: Councillor Dorward; Allison McCarrick, CAO

A. CALL TO ORDER

Councillor Robertson called the meeting to order at 3:03pm.

B. APPROVAL OF AGENDA AS PRESENTED

PRAC 2019-001
ADOPTION OF
AGENDA JAN
16/19

Moved/Seconded/Carried

THAT the Parks, Recreation, Arts and Culture Committee agenda of January 16, be accepted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held December 20, 2018.

PRAC 2019-002
MINUTES DEC
20/18

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts and Culture Committee meeting held December 20, 2018 be accepted as presented.

D. DELEGATIONS

1. Rosaline Glynn- Seniors Shuffleboard at the Civic Centre
Ms. Glynn explained that shuffleboard is a sport for everyone, young and old. It requires no great physical strength yet is a game of skill and strategy. It is played in the spirit of fellowship and lies somewhere between the pleasure found in a friendly badminton game and the intense concentration and companionship of a golfing foursome. It is as sociable as pinochle but requires a chess player's attention to strategy. Floor shuffleboard is different from table shuffleboard.

Shuffleboard courts are 52 feet by 6 feet and cost approximately \$1000.00 and the equipment is approximately \$300.00.

The Committee will add this item for further discussion to an upcoming Parks, Recreations, Arts and Culture agenda.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action Items.

F. CORRESPONDENCE

BIKE BC FUNDING

1. BikeBC Funding Eligibility

Discussion included:

- We don't have a plan to put forward for transportation biking.
- Off Road Bike trails are not eligible.
- Connecting Fort Rupert School to Bear Cove Hwy.

- Create an interconnected Bike transportation Network.
- No existing demand at this time.
- Phasing project for interconnectivity.
- Official Community Plan possible bike routes.
- Bike lanes used for multi-use including walking, scooters and strollers.
- Create a cycling network plan possible cost \$15,000-\$20,000.
- The Districts share between \$3,000 to \$5,000 and report to the next PRAC meeting.

Staff to look into the steps required to create a cycling network plan and report back to the next Parks, Recreation, Arts and Culture Committee.

COMMUNITY
RESILIENCE
FUNDING

2. Community Resilience Through Arts and Culture

Discussion Included:

- Signage project for the entry to the community.
- Start the conversation with the Kwakiutl for design.
- Eligible projects do not include infrastructure.
- Ask for artists rendition of the vision of the entry to town.
- Location for the welcome signage.

G. NEW BUSINESS

1. None in agenda package

H. COUNCIL / COMMITTEE REPORTS

None in agenda package.

I. **NEXT MEETING DATE:** February 20, 2019 3:00 pm

J. ADJOURNMENT

PRAC 2019-003
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:00pm.



DISTRICT OF PORT HARDY STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate Services
SUBJECT: Proclamations 2019
DATE: January 14, 2019

BACKGROUND:

As per policy 1.2 Proclamations:

4. *Staff will prepare a report for Council of ongoing proclamations endorsed in previous years for approval at the beginning of each calendar year. Council may choose to endorse or remove proclamations no longer supported or relevant.*

2019 PROCLAMATIONS:

PROCLAMATION	When
BC AWARE DAYS: Be Secure, Be Aware	January
April 28 Day of Mourning	April
National Public Works Week	May
Access Awareness Day	May
Missing Children Month/Day	May
Garden Day (Friday before Father's Day)	June
Intergenerational Day Canada	June
National Health and Fitness Day	June
Aquaculture Awareness Week	September
Prostate Cancer Awareness Month	September
Literacy Month	September
Foster Family Month	October
World Teacher's Day	October
United Nations "International Day of Older Persons" October 1,	October 1

PROCLAMATION	When
Community Living Month	October
Waste Reduction Week	October
Community Social Services Workers Appreciation Day.	November
Adoption Awareness Month	November

RECOMMENDATION:

THAT Council endorse the above Proclamations for the 2019 year.

Respectfully Submitted,



Heather Nelson-Smith

I support this staff report,



Allison McCarrick, CAO



**DISTRICT OF PORT HARDY
 BYLAW 1090-2018
 A BYLAW FOR DISTRICT OF PORT HARDY
 USER RATES AND FEES FOR 2019**

WHEREAS the Council considers it desirable to charge fees for services provided by the Municipality;

The Council of the District of Port Hardy enacts as follows:

1. TITLE

(a) This bylaw may be cited for all purposes as the "District of Port Hardy 2019 User Rates and Fees Bylaw No. 1090-2018".

2. ENACTMENT

(a) This bylaw is in effect January 1, 2019.

(b) District of Port Hardy Rates Bylaw 1073-2017 and all amendments are hereby repealed effective January 1, 2019.

3. SCHEDULES

(a) Schedules A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, and Q attached to and forming part of this bylaw are hereby adopted and are the rates charged for the District of Port Hardy user rates.

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Read a first time on the ___ day of December, 2018.

Read a second time on the ___ day of December, 2018.

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

Adopted on the _____ day of _____.

Director of Corporate Services

Mayor

Certified a true copy of
Bylaw No. 1090-2018 as adopted.

Director of Corporate Services

SCHEDULE A - WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a)	Any property owner who requires a turn on or off of service shall notify the District office 48 hours in advance except in the case of an emergency. There will be no charge for a turn on or off during regular working hours of 8:30 a.m. – 4:30 p.m.	
b)	Any property owner who requires a turn on or off of service in the case of an emergency or outside of the regular working hours shall at the same time pay the fee for each turning on or off	\$ 75.00
c)	Where installation of a water connection exists the fee for inspection of a standard 18 mm (3/4") connection will be:	\$ 75.00
d)	Application for any water service will be subject to: i. Initial application analysis fee (may be combined with sewer, storm sewer application analysis fee). ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work. The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.	\$ 475.00 At cost
2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owner Grant Act</i> . On application, with proof of age, discounts shall be permitted retroactively for the previous billing period and if applicable for the previous calendar year only if previously paid by the due date.		25%
3. Re-Inspection Fee An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.		\$ 75.00
4. Quarterly Rates The rates reflected in this schedule are based on a flat rate billing system, unless indicated.		Rate per Quarter
1	For each single residential dwelling unit	\$ 109.65
2	For each <i>metered</i> multi-family residence in excess of two (2) units the <i>greater</i> of: Level 1: (Multi-unit housing generally with individual unit entry - townhouse or similar) Level 2: (Multi-unit housing generally with one common building entrance - apartment or similar)	\$ 0.9800 per cubic meter <i>OR</i> \$86.47 per unit \$82.23 per unit
3	For each office, shop or store	\$ 117.12
4	For each supermarket	\$ 254.45
5	For each bakery	\$ 117.12
6	For each restaurant	\$ 371.76
7	For each lunch room or delicatessen	\$ 159.55
8	For each soda fountain or hot dog stand	\$ 117.12
9	For each hotel/motel - per unit	\$ 20.54
10	For each lounge	\$ 309.66
11	For each beer parlour	\$ 381.17
12	For each Laundromat - per washer	\$ 35.58

SCHEDULE A - WATER RATES (continued)		
13	For each non-profit organization and hall	\$ 117.12
14	For each athletic club	\$ 371.76
15	For each theatre	\$ 117.12
16	For each school - per classroom	\$ 109.81
17	Light Industrial	
	5 employees or less	\$ 117.12
	6 - 15 employees	\$ 265.38
	16 - 30 employees	\$ 423.61
	Large water users	\$ 663.21
18	For each service station/garage	\$ 117.12
19	For each car wash	
	For 1st stall	\$ 242.47
	Each additional stall	\$ 72.42
20	For each non-residential metered user, a consumption charge of:(per cubic meter)	\$ 0.82/m3
21	For each non-residential metered connection, a flat fee based on meter size: (per quarter)	
	5/8" and 3/4"	\$ 83.59
	1"	\$ 111.45
	1.5"	\$ 167.17
	2"	\$ 222.89
	4" and greater	\$ 445.79
22	For each marina	\$ 329.82
23	For each campground - per stall	\$ 9.02
24	Other users	\$ 118.01
25	Hydrant use - flat fee (Damage deposit 250.00 additional)	\$ 149.28
	Hydrant use - water consumption charge per cubic meter	\$ 1.1145/m3
26	For each airport hangar	\$ 267.48
27	Underground sprinkling services over one acre for months of June, July & August - per sprinkler head	\$ 7.88
28	For each airport terminal building	\$ 523.40
29	Each wharf providing water to vessels	\$ 118.14
30	For each sawmill	\$ 267.48
31	For each drycleaner	\$ 267.48
32	Each car dealership with a non-commercial car wash stall	\$ 72.97
33	Seagate Pier large vessel meter	\$ 0.9991/ m3
34	Pool	\$ 356.43
35	Arena	\$ 248.85
36	Hospital - per bed	\$ 25.40
37	Fish Hatchery	\$ 99.40
38	Sani-station	\$ 99.40
39	For each Metered Service outside District of Port Hardy boundaries a charge which is the greater of the flat unit fee based on unit type OR \$rate per Cubic Meter (M3)	Greater of \$ Flat rate OR \$1.2942/m3

SCHEDULE A - WATER RATES
(continued)

5. Backflow Preventers

a)	Hose connection vacuum breaker	\$ 27.87
b)	Double check valve assembly (3/4 inch)	\$ 167.17
c)	Reduced pressure type assembly (3/4 inch)	\$ 222.89
d)	All other sizes at cost	at cost

6. Multi-Meter Rider - Where tiered water metered rates apply.

- a) Applicable: This Rider is available to those customers who have more than one water meter and water service supplying their water demand.
- b) Price: This will consist of a discount generated by totaling all water meters annual consumption and treating the consumption as one, for purposes of calculating the metered water charge.
- c) Regulations: To be eligible, customers must submit a request in writing. The District of Port Hardy reserves the right to accept or deny any request. The amount and duration of this Rider will be at the District's discretion. Only one Rider will be applied to any one customer at any time.
 - (i) All water meters must supply the same or adjoining building or non-adjoining buildings located on the same property (same legal description).
 - (ii) All water meters must be in account to the same customer.
 - (iii) Water meter bank installations associated with one water service will not be considered.
 - (iv) All water meters must be associated with a separate water service.

SCHEDULE B - SEWER RATES

<p>1. Rates - Inspection and Connection Fees Before any owner's sewer is connected to a sewer connection or public sewer, the owner of the lands requiring such connection or agent shall make application to the office of the District, upon such form as provided from time to time, for a permit to connect the owner's sewer to the sewer connection or public sewer, and shall pay to the District a sewer inspection/connection fee as follows:</p>		
<p>a) Where installation of a sewer connection exists, for standard 100 mm (4") connection an inspection/connection fee of:</p>		\$ 75.00
<p>b) Application for any sewer service will be subject to:</p> <p style="padding-left: 20px;">i. Initial application analysis fee (may be combined with water, storm sewer application analysis fee).</p> <p style="padding-left: 20px;">ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work.</p> <p>The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.</p>		\$475.00 At cost
<p>2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owner Grant Act</i>. On application, with proof of age, discounts shall be permitted retroactively for the previous billing period and if applicable for the previous calendar year only if previously paid by the due date.</p>		25%
<p>3. Re-Inspection Fee An inspection fee shall be paid to the District for each additional inspection required after the first inspection because of defective materials or workmanship.</p>		\$ 75.00
<p>4. Quarterly Rates - The rates reflected in this schedule are based on a flat rate billing system, unless indicated.</p>		Rate per quarter
1	For each residential dwelling unit	\$ 113.39
2	For each office, shop or store	\$ 125.01
3	For each supermarket	\$ 271.12
4	For each bakery	\$ 125.01
5	For each restaurant	\$ 397.29
6	For each lunch room or delicatessen	\$ 170.07
7	For each soda fountain or hot dog stand	\$ 125.01
8	For each hotel/motel - per unit	\$ 22.68
9	For each lounge	\$ 331.56
10	For each beer parlor	\$ 408.21
11	For each Laundromat - per washer	\$ 38.17
12	For each non-profit organization and hall	\$ 125.13
13	For each civic swimming pool	\$ 1128.87
14	For each arena	\$ 793.34
15	For each athletic club	\$ 397.29
16	For each theatre	\$ 125.01
17	For each hospital - per bed	\$ 79.79
18	For each school - per classroom	\$ 113.05
19	Light Industrial	
	5 employees or less	\$ 125.01
	6 - 15 employees	\$ 284.23
	16 - 30 employees	\$ 453.63
	Large water users	\$ 748.64

SCHEDULE B - SEWER RATES
 (continued)

		Rate per quarter
20	For each service station/garage	\$ 125.01
21	For each car wash	
	For 1st stall	\$ 206.86
	Each additional stall	\$ 64.77
22	For each cannery	\$ 760.60
23	For each marina	\$ 123.03
24	For each campground - per stall	\$ 9.71
25	Metered sewage per cubic meter	\$ 1.53
26	Other users	\$ 125.01
27	For each airport hangar	\$ 284.23
28	For each airport terminal building	\$ 704.65
29	Fish Hatchery	\$ 131.06
30	Sani Station	\$ 121.44
31	Tipping Fee for Trucked Waste \$ Rate per gallon. If an Operator is not currently at the plant a call out fee based on Operations labour and equipment rates will apply.	\$ 0.1894

SCHEDULE C - STORM SEWER RATES

- 1) That at such time as the application is executed the applicant shall pay a connection fee in accordance with the fees listed below:

a) Inspection of connection:	\$ 75.00
b) Re-inspection of connection and each subsequent connection	\$ 75.00
c) Application for any storm sewer service will be subject to:	
i. Initial application analysis fee (may be combined with water, sewer application analysis fee).	\$ 475.00
ii. Estimate fees shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work.	At cost
The estimate, provided by the District of Port Hardy, of the work to be completed must be paid prior to the start of the job. Any excess charges incurred will be billed or surplus fees paid will be refunded upon completion of the job and account reconciliation.	

SCHEDULE D - GARBAGE COLLECTION RATES

Rates do not include applicable taxes

1. Garbage Rates	
The rates reflected in this schedule are based on a flat rate billing system, unless indicated. Residential dwelling unit - based on a maximum of two regulation garbage cans per pickup every two weeks and recycling pickup on the alternate week.	
	Rate Per Quarter
Residential dwelling unit	\$ 27.27
2. Recycling Rates	
Residential dwelling unit	\$ 13.45
3. Transfer Station - residential waste	
The following fees apply to the Transfer Station: (Rates per item)	(a) \$ 1.16 per garbage container or bag (b) \$ 23.30 per level pickup truck (c) \$ 5.83 per tire
4. Tag A Bag sticker	
The fee for tag-a-bag sticker will be (each)	\$ 2.20

Seniors Discount

Property owners who are Seniors shall receive a discount of twenty-five percent (25%) on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the *Home Owner Grant Act*.

On application, with proof of age, discounts shall be permitted retroactively for the previous billing period and if applicable for the previous calendar year only if previously paid by the due date.

SCHEDULE E - STATUTORY RATES
 Rates do not include applicable taxes.

1.	List of Electors The fee per copy of a List of Electors shall be as noted, except where a candidate at an election is entitled to one free copy.	\$ 10.00
2.	Minutes of Council Proceedings As provided under Section 194(2) of the Community Charter the fee for copies of Minutes of Council proceedings shall be hereby established.	\$ 0.25 per page
3.	Copies of Bylaws Pursuant to Section 194 of the <i>Community Charter</i> the following charges shall apply for:	
	a) Zoning Bylaw (Text and Map 11" x 17")	\$ 35.00
	b) Zoning Bylaw (Text only)	\$ 15.00
	c) Official Community Plan Bylaw (Text & Maps 11"x17")	\$ 35.00
	d) Official Community Plan Bylaw (Text only)	\$ 15.00
	e) Copies of all other bylaws shall be provided for a fee of	\$ 0.25 per page
	f) Subdivision Bylaw	\$ 20.00
4.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$ 25.00
5.	Request for Prior Years Taxes Levied	\$ 15.00
6.	Mortgage Company Listings	\$ 5.00 / folio
7.	Cost to issue a refund cheque	\$ 10.00
8.	Reports	
	a) Business License Print-out	
	On paper	\$ 30.00
	On electronic media	\$ 15.00
	b) Photocopies	
	8-1/2" x 11"	\$ 0.25 per page
	8-1/2" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	c) Maps (paper copies - standard wall size)	
	Zoning Map per page	\$ 50.00
	Boundary Map	\$ 30.00
	OCP or legal map	\$ 30.00
	Civic Street Map	\$ 30.00
	Courier for all maps (or cost if higher)	\$ 25.00
9.	NSF cheques returned	\$ 25.00
10.	Council and Committee-of-the-Whole agenda	\$ 0.25/page or \$10.00 /agenda
11.	Tree Cutting permits	
	1 - 10 trees	\$ 25.00
	11 - 20 trees	\$ 50.00
	21 or more trees	\$ 100.00
12.	Parks and Beach permit	
	Commercial rental fee	\$ 30.00 per day
	Clean up / Damage deposit	\$ 50.00
	Special Occasion Use - Permit	Free
	Clean Up / Damage Deposit	\$ 250.00 per event
13.	Storage fees for impounded vehicles or vessels	
	Single vehicle or vessel six metres in length or less	Cost + 15%
	Single vehicle or vessel over six metres in length	Cost + 15%
	For a vehicle and trailer of any length	Cost + 15%

SCHEDULE E - STATUTORY RATES
 (continued)
 Rates do not include applicable taxes

14.	Permit to water new lawn outside permitted days	\$ 20.00
15.	Commemorative Items	
	(a) Bench, bronze plaque and installation	\$2,400.00
	(b) Commemorative placing of tree or shrub and plaque (bronze plaque included)	\$ 600.00 plus tree /shrub
	(c) Other items (includes bronze plaque)	\$ 600.00 plus cost of item and concrete
16.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$ 7.50 per 1/4 hour
	(b) for producing a record manually	\$ 7.50 per 1/4 hour
	(c) for preparing a record for disclosure	\$ 7.50 per 1/4 hour
	(d) for shipping copies	actual costs of courier
	(e) for copying records	
	(f) (i) photocopies and computer printouts	
	8.5" x 11", 8.5" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	(ii) electronic media	\$ 15.00
	(iii) photographs	
	scanning & emailing an 8" x 10"	\$ 10.00
	over 8" x 10"	\$ 10.00 & costs
	(iv) building plans	actual cost plus \$25.00 administration fee
	Deposit for any plans that require out of office printing	\$ 500.00
	(v) Plotter printing	
	18" x 24"	\$ 12.00 per sheet
	24" x 36"	\$ 25.00 per sheet
	36" x 48"	\$ 50.00 per sheet
17.	Administration Cost for accounts sent to a collection agency. An administration fee of 33.3% will be added to the account balance of all accounts sent to a collection agency.	33.3%
18.	Land Title and Survey Authority record search	\$ 20.00
19.	Comfort letter - detailed property information	\$ 100.00
20.	District of Port Hardy Crest Pin	\$ 1.10
21.	District of Port Hardy Branding Logo Pin	\$ 1.19
22.	Parade Permit Fee (\$300 damage deposit required)	\$ 50.00

SCHEDULE F - BUSINESS LICENCE FEES

DEFINITION	BASIS OF FEE	FEE (per annum unless otherwise stated)
Category I - Commercial/Industrial Any business permitted in the zones designated in the Zoning Bylaw	Employing up to 3 persons Employing up to 8 persons Employing over 8 persons	\$ 55.00 \$ 95.00 \$ 165.00
Category II - Rental units/spaces Any building containing dwelling units in any zone	Up to 25 units 26 – 50 units Over 50 units	\$ 55.00 \$ 95.00 \$ 165.00
Category III - Home Occupation Any business permitted in residential areas under the Zoning Bylaw	Per business	\$ 110.00
Category IV - Mobile Vending Any business permitted and regulated by Council	Per business	\$ 310.00
Category V - Miscellaneous Business Any business not based in a permanent building within the District of Port Hardy (other than Mobile Vending)	Per business	\$ 110.00
Any shopping mall for a blanket yearly licence for craft sales, trade shows, etc. held in the hallway of the mall, in lieu of individual business licences		\$ 110.00
Category VI – Marine Any vessel-based business operating from a Port Hardy marina, excluding commercial fishing boats.	Per business	\$ 110.00
Category VII - Seasonal Home Based Urban Agricultural	Per Home - 4 month period no 1/2 year discount	\$ 30.00
Transfer fee	to those businesses making a change under section 8 of the Business License Bylaw	\$ 12.50

New Business licence fees will be pro-rated 50% after June 30 of each year.

SCHEDULE G - HARBOUR RATES

Rates do not include applicable taxes

1. Pump Out

- a) If in the opinion of the Wharf Manager or other duly authorized personnel a vessel requires pumping out, a pump may be placed on any vessel located at the Harbour Authority Floats in Port Hardy, B.C. without fear of liability or reproach.
- b) A minimum \$60.70 per day fee may be levied against the owner /operator should it be necessary to pump out a vessel with or without the owner’s consent.

2. Rates

	Rate
Moorage - Commercial Fishing Vessel	
Daily/per foot	\$ 0.16
Monthly/per foot (prepaid)	\$ 2.38
Yearly/month/per foot (prepaid)	\$ 18.26
All other Moorage	
Daily/per foot	\$.86
Monthly/per foot (week- prepaid)	\$ 5.14
Monthly/per foot (prepaid)	\$ 7.54
Yearly/month/per foot (prepaid)	\$ 54.09
Power	
Prepaid 15 amp service/day	\$ 4.05
Prepaid 30 amp service/day	\$ 5.89
Prepaid 50 amp service/day	\$ 11.78
Prepaid 15 amp service/month	\$ 61.02
Prepaid 30 amp service/month	\$ 94.17
Prepaid 50 amp service/month	\$ 195.88
Other Rates	
Sign space rental per calendar year	\$ 33.81
Overdue account interest charge per month in accordance with interest rates established under Section 11(3) of the Taxation (Rural Area) Act	
NSF Cheque	\$ 25.00
Pump out - actual labour/hour - first occurrence minimum one hour	\$ 62.52
Pump out - actual labour/hour - subsequent occurrence	\$ 125.04
Sewer pump out, Vessels less than 12 meters in length	\$ 10.53
Sewer pump out, Vessels less 12 meters in length and longer	\$ 28.51
Net Storage Fee - minimum charge applied every 12 hours after first 12 hours unless advance arrangements made through Harbour Office	\$ 104.95
Vessel left in posted loading zone beyond 4 hour maximum subject to hourly charge - Prolonged stay arrangement to facilitate repairs are to be arranged with Harbour Office	\$ 10.40
Grid (per tide)	\$ 50.00
Winch per hour	\$ 18.00

Bear Cove Recreation Site	Rates
Moorage	
Daily/per foot	\$.86
Weekly/ per foot	\$ 5.14
Power - Prepaid 20amp/day	\$ 4.25

SCHEDULE G - HARBOUR RATES

(continued)

Rates do not include applicable taxes

SEAGATE PIER

	Rates
Moorage - Commercial Fishing Vessel	
Moorage/per foot (after first 15 minutes, per 24-hour period)	\$.86
Off-Loading Commercial Fishing Vessel	
On or off-loading - the greater of:	
Minimum billing	\$ 60.33
Per hour	\$ 44.63
Clean-up Fee	
Per hour as required	\$ 58.60
Moorage - All vessels other than CFV	
Moorage/per foot per 24-hour period * Or part thereof * Equivalent of Pleasure Craft daily rate at Small Craft Harbour floats	\$.86
Net Storage Fee - minimum charge applied every 12 hours after first 12 hours unless advance arrangements made through Harbour Office	\$ 103.94
Vessel left in posted loading zone beyond 4 hour maximum subject to hourly charge - Prolonged stay arrangement to facilitate repairs are to be arranged with Harbour Office	\$ 10.40

HARBOUR IMPROVEMENT

Applies to all Harbour Parking Areas

Rates **include** applicable taxes

	Rate
Launch Fees	
Non-commercial vessel*, per day	\$ 5.50
Non-commercial vessel*, Local Resident Annual Pass (includes launch, vehicle & trailer parking).	\$ 110.00
Commercial fishing vessel, per launch or removal	\$ 11.00
Commercial fishing vessel, (includes vehicle & trailer parking) Annual Commercial Pass	\$ 147.90
* Commercial Vessel is defined as: A Commercial Fishing Vessel displaying a valid licence, or a Licenced Local Business actively engaged in marine related services not being used for pleasure purposes.	
Vehicle or trailer parking pass	
Daily	\$ 5.50
Weekly	\$ 20.60
Monthly	\$ 64.72
Annual - Local Resident only	\$ 94.00
Vehicle and trailer parking pass	
Daily	\$ 11.00
Weekly	\$ 32.40
Monthly	\$ 108.90
Annual - Local Resident Only	\$ 110.00

SCHEDULE H - RECREATION RATES

Rates do not include applicable taxes
 Unspecified recreation programs run on a cost recovery basis plus 10%.

General Recreation	Refundable Deposit	Rates Effective Aug. 1, 2018	Rates Effective Aug. 1, 2019
Rentals, per event			
Tables, each	\$20.00	\$ 5.19	\$ 5.28
Chairs, each	\$20.00	\$ 0.57	\$ 0.57
Pavilion, Beaver Harbour Park	\$20.00	\$ 10.90	\$ 11.17
*Registration Fee Collection - non-municipal service	Cash Only	\$ 2.00	\$ 2.05
*Tumble and Play (dry floor child only)		\$ 3.20	\$ 3.25
Fitness Classes (per class)		\$ 4.95	\$ 5.05
Fitness Classes (punch card 11 classes)		\$ 49.52	\$ 50.51
Special Event		\$ 4.95	\$ 5.05
Arena Rentals (Ice-in) - Arena rental per hour			
Youth groups (must consist of at least 80% youth)		\$ 67.76	\$ 69.06
Early Ice - June 1 to Labour Day (must consist of at least 80% youth)		\$ 84.61	\$ 86.30
Adult groups		\$ 111.13	\$ 113.33
Non Prime Time (Ice in) Arena Rental per hour Rental starting after 10 p.m. and ending before 6 a.m.		\$ 82.76	\$ 84.43
Arena Admission - Single Admission			
Twoonie Skate		\$ 1.90	\$ 1.90
		1.90	1.90
Child 0-12 months		Free	Free
Child 13 months-12 years		\$ 3.10	\$ 3.14
Senior 60 + years		\$ 3.10	\$ 3.14
Youth 13 -18 years		\$ 3.76	\$ 3.86
Adult 19 - 59 years.		\$ 4.95	\$ 5.05
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 10.71	\$ 10.95
Punch Cards (11 admission passes)			
Child 13 months -12 years		\$ 31.00	\$ 31.62
Senior 60 + years		\$ 31.00	\$ 31.62
Youth 13-18 years		\$ 37.62	\$ 38.38
Adult 19 -59 years		\$ 49.52	\$ 50.48
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18		\$ 107.30	\$ 109.52
Miscellaneous Skate Fees			
Skate Rental		\$ 1.90	\$ 1.90
Skate aid		\$ Free	\$ Free
Skate sharpening		\$ 4.76	\$ 4.76

*GST Exempt

SCHEDULE H - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

Arena Dry Floor Rentals (Ice-out) - Arena rental per hour		Rates Effective Aug. 1, 2018	Rates Effective Aug. 1, 2019
Youth groups (must consist of at least 80% youth) - Arena surface only		\$ 44.00	\$ 44.76
Adult groups - Arena surface only		\$ 57.90	\$ 59.05
Commercial facility rental			
8:00 a.m. to 5:00 p.m.		\$ 780.00	\$ 795.60
8:00 a.m. to 12:00 midnight		\$1063.20	\$1084.46
5:00 p.m. to 2:00 a.m.		\$ 780.00	\$ 795.60
Each additional hour		\$ 88.55	\$ 90.32
Non-profit group facility rental			
8:00 a.m. to 5:00 p.m.		\$ 625.98	\$ 638.50
8:00 a.m. to 12:00 midnight		\$ 939.28	\$ 958.07
5:00 p.m. to 2:00 a.m.		\$ 625.98	\$ 638.50
Each additional hour		\$ 71.21	\$ 72.63
Pickle Ball - Per Person Per Hour		\$ 2.00	\$ 2.00

SCHEDULE H - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

	Rates Effective Aug. 1, 2018	Rates Effective Aug. 1, 2019
Pool Rentals - per hour		
0-49 people	\$ 81.19	\$ 82.86
50 + people	\$ 135.33	\$ 138.09
Deck Time (45 minutes)	\$ 35.24	\$ 36.00
Single lane	\$ 19.38	\$ 19.76
Special Needs Pool rental	\$ 37.52	\$ 38.33
One-half pool, shared rental per hour	\$ 40.86	\$ 41.72
Pool Admission - Single Admission		
Infant 0 - 12 months	Free	Free
Child 13 months -12 years	\$ 3.10	\$ 3.14
Senior 60 + years	\$ 3.10	\$ 3.14
Youth 13-18 years	\$ 3.81	\$ 3.86
Adult 19-59 years	\$ 4.95	\$ 5.05
Family- Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 10.71	\$ 10.95
Twoonie Swim	\$ 1.90	\$ 1.90
Special Event	\$ 4.76	\$ 4.76
Punch Cards (11 admission passes)		
Child 13 months - 12 years	\$ 31.00	\$ 31.62
Senior 60 + years	\$ 31.00	\$ 31.62
Youth 13-18 years	\$ 38.10	\$ 38.38
Adult 19-59 years	\$ 49.52	\$ 50.48
Family-Immediate family to maximum of 2 parents and 4 children under the age of 18	\$ 107.30	\$ 109.52
Monthly Pool Pass Good for 30 Days		
Child	\$ 47.38	\$ 48.33
Senior 60 + years	\$ 47.38	\$ 48.33
Youth	\$ 56.76	\$ 57.90
Adult	\$ 73.86	\$ 75.33
Family (Immediate family to maximum of 2 parents and 4 children under the age of 18)	\$ 173.67	\$ 177.14
Pool Lessons & Programs		
Red Cross Swimming Lessons		
* Parent & Tot levels 1-3 (includes one parent and one child)	\$ 54.80	\$ 55.93
* Preschool Levels 4-8	\$ 49.85	\$ 50.87
* Swim Kids Levels 1- 5 (10 ½ hr lessons)	\$ 37.65	\$ 38.40
* Swim Kids Levels 6-9 (10/45 minute lessons)	\$ 62.00	\$ 63.22
* Swim Kids Level 10 (medallion & certificate)	\$ 68.10	\$ 69.47
Aqua Adults Levels 1-3 (10 ½ hr lessons)	\$ 50.90	\$ 51.95
Badges & Stickers – each	\$ 2.33	\$ 2.38
* Special Needs (not School District) 10 - ½ hour lessons (one on one instruction)	\$ 62.00	\$ 63.22
* Special Needs Group Lesson (10 - ½ hour lessons)	\$ 37.75	\$ 38.40

* GST Exempt

SCHEDULE H - RECREATION RATES

(continued)

Rates do not include applicable taxes

Unspecified recreation programs run on a cost recovery basis plus 10%.

	Rates Effective Aug. 1, 2018	Rates Effective Aug. 1, 2019
Private Lessons -per half-hour		
* Children and youth – Individual	\$ 12.75	\$ 13.00
* Additional person	\$ 7.95	\$ 8.10
Adult – Individual	\$ 14.57	\$ 14.86
Additional person, each	\$ 11.05	\$ 11.29
School District classes - per hour		
* Up to 3 instructors	\$ 99.40	\$ 101.40
* Additional instructors, each	\$ 26.20	\$ 26.70
Swim Team – Monthly per person	\$ 32.90	\$ 33.57
*Tumble, Play, and Swim (Adult and Child) 10 sessions	\$ 84.70	\$ 86.40
*Tumble, Play, and Swim (Additional Child) 10 sessions	\$ 32.60	\$ 33.25
*Tumble, Play, and Swim drop in (Adult and Child)	\$ 8.45	\$ 8.60
*Tumble, Play, and Swim drop in (Additional Child)	\$ 3.25	\$ 3.25
Fitness Classes (per class)	\$ 4.95	\$ 5.05
Fitness Classes (punch card 11 classes)	\$ 49.52	\$ 50.48
Aquafit Classes Senior 60 + years	\$ 3.10	\$ 3.14
Aquafit Classes Senior 60+ years (punch card 11 classes)	\$ 31.00	\$ 31.62
Advanced Aquatic Courses		
Junior Lifeguard Club	\$ 100.57	\$ 102.57
Scuba Rangers	\$ 136.29	\$ 139.05
Bronze Cross	\$ 206.67	\$ 210.81
Bronze Cross Recertification.	\$ 88.71	\$ 90.48
Bronze Medallion/Senior Resuscitation	\$ 189.33	\$ 193.15
Bronze Medallion/Senior Resuscitation Recertification	\$ 59.10	\$ 60.29
National Lifeguard Standards Award	\$ 426.81	\$ 435.38
National Lifeguard Standards Award Recertification	\$ 118.19	\$ 120.57
Life Saving Camp (Bronze Medallion/Bronze Cross/Sr. Resuscitation)	\$ 301.10	\$ 307.15
Royal Lifesaving Instructor Award	\$ 324.29	\$ 330.81
Assistant Water Safety Instructor	\$ 294.81	\$ 300.71
Water Safety Instructor Recertification	\$ 98.52	\$ 100.48
Water Safety Instructor Award	\$ 354.52	\$ 361.62
B.O.A.T Certification - Manual	\$ 14.38	\$ 14.67
B.O.A.T. Certification - Exam	\$ 40.95	\$ 41.76
First Aid Programs		
CPR	\$ 66.38	\$ 67.71
CPR Recertification	\$ 54.48	\$ 55.57
Child Safe	\$ 72.38	\$ 73.81
Child Safe Recertification	\$ 60.19	\$ 61.38
Standard First Aid	\$ 147.81	\$ 150.76
Standard First Aid Recertification	\$ 60.19	\$ 61.38
Emergency First Aid	\$ 80.57	\$ 82.19
*Babysitter’s Course – 8 hours 11-15 year old	\$ 63.10	\$ 64.35

*GST Exempt

SCHEDULE I - BUILDING BYLAW FEES AND DEPOSITS

1. Building Fees	
a) Value of construction up to \$1,000.00	\$ 75.00
b) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$1,000.00 but not exceeding \$100,000.00.	\$ 8.00
c) For each additional \$1,000.00 of value of construction, or fraction thereof, over \$100,000.00 but not exceeding \$500,000.00.	\$ 5.50
d) For each additional \$1,000.00 of value of construction, or fraction thereof, exceeding \$500,000.00	\$ 4.00
e) For renewal of a permit where the value of the proposed construction is less than \$100,000	\$ 50.00
f) For renewal of a permit where the value of the construction is \$100,000 or more	\$ 50.00 plus \$1.00 per \$1,000, or fraction thereof, for construction value in excess of \$100,000
g) The fee for a permit to demolish or remove a building	\$ 100.00
h) The fee for a permit to authorize the moving of a building to a new site	50% fee for new construction
i) Solid fuel burning appliance, maximum 2 inspections	\$ 100.00
(1) Review of installation plans	\$ 50.00
j) The fee for permission to locate a mobile home, factory built building, or similar structure in a location, plus the fee based on the value of the work required to be done on the site, as set out in construction fees above	\$ 100.00 single wide \$ 150.00 double wide
k) The fee for inspection of a Bed & Breakfast operation	\$ 75.00 75.00
l) The fee for inspection following request of property owner to close a secondary suite	\$ 75.00 75.00 75.00
m) The fee for inspection of a Daycare operation	\$ 75.00 75.00
2. Plumbing Permits	
a) The charge for permits under this bylaw for plumbing fixtures shall be calculated as follows:	
i) minimum fee for any plumbing permit	\$ 75.00 75.00 75.00 if no building permit
ii) fee for installation of fixtures:	
a) first fixture	\$ 10.00 10.00
b) each additional fixture, per fixture	\$ 7.50 6.00
3. Refund of Fees	
a) An applicant for a Building, Building Moving, Demolition or Plumbing permit may obtain a refund of the Permit Fee when a permit is surrendered and cancelled on the following basis:	
i) Refund before any construction begins:	75% of permit fees
ii) Where construction or work has begun or an inspection has been made.	No refund

iii) No refund shall be made for less than	\$ 100.00
4. Re-inspection Charge	
a) A re-inspection fee where more than two inspections are necessary.	\$ 75.00

SCHEDULE I - BUILDING BYLAW FEES AND DEPOSITS (continued)

5. Application or Permit Transfer Fee													
<ul style="list-style-type: none"> a) A transfer fee of <ul style="list-style-type: none"> i) Applies when a permit is outstanding with respect to a parcel of land and the registered ownership of the land is transferred. The new owner may apply for a revised building permit issued in the name of that owner upon payment of the transfer fee. ii) A revised building permit issued under Subsection a) i) shall be deemed to have been issued on the date of the original issuance of the permit and to take effect from that date. iii) Subsection a) i) does not apply when the building plans or the conditions of issuance for a building permit are proposed to be changed. A new building permit application and permit fee must be submitted to the Building Inspector and a new building permit obtained. 	\$ 50.00												
6. Permit Extension Fee													
An additional non-refundable permit extension fee applies when an extension is requested in writing by the owner.	\$ 50.00												
7. Letter Advising of Status of Property and Improvements	\$ 50.00 per hour												
8. Building File Review	\$ 50.00 per hour												
9. Fire Protection Equipment - Resubmission of plans	\$ 100.00 each submission												
10. Damage Deposits													
<ul style="list-style-type: none"> a) Demolition Permit <ul style="list-style-type: none"> i) Residential demolition ii) Commercial/industrial demolition 	\$1,000.00 \$4,000.00												
<ul style="list-style-type: none"> b) Building or Moving Permit 	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Construction Value (\$)</u></th> <th style="text-align: right;"><u>Deposit(\$)</u></th> </tr> </thead> <tbody> <tr> <td>0 – 30,000</td> <td style="text-align: right;">200.00</td> </tr> <tr> <td>30,0001 – 80,000</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>80,001 – 200,000</td> <td style="text-align: right;">700.00</td> </tr> <tr> <td>200,001 – 2,000,000</td> <td style="text-align: right;">2,000.00</td> </tr> <tr> <td>2,000,001 and over</td> <td style="text-align: right;">4,000.00</td> </tr> </tbody> </table>	<u>Construction Value (\$)</u>	<u>Deposit(\$)</u>	0 – 30,000	200.00	30,0001 – 80,000	500.00	80,001 – 200,000	700.00	200,001 – 2,000,000	2,000.00	2,000,001 and over	4,000.00
<u>Construction Value (\$)</u>	<u>Deposit(\$)</u>												
0 – 30,000	200.00												
30,0001 – 80,000	500.00												
80,001 – 200,000	700.00												
200,001 – 2,000,000	2,000.00												
2,000,001 and over	4,000.00												
<ul style="list-style-type: none"> c) Refund of Damage Deposit – Where a damage deposit has been paid to the District with respect to a Building, Demolition or Moving Permit, the balance of said deposit shall be refunded after: <ul style="list-style-type: none"> i) An occupancy permit has been issued by the District with respect to the works that the Building or Moving Permit was issued; and, ii) The District has inspected adjacent highways, public utilities and District property which are found to be in a satisfactory condition. 													

SCHEDULE J - CEMETERY RATES
 Rates do not include applicable taxes

	Care Fund (included)	Total Fee
Grave Space	\$ 112.50	\$ 450.00
Cremated Remains Size	\$ 33.00	\$ 132.00
Services - Opening and Closing grave for burials		
Monday - Friday 8:00 a.m. - 2:00 p.m.		\$ 650.00
Monday - Friday after 2:00 p.m.		\$ 875.00
Saturday, Sunday		\$ 1175.00
Statutory Holidays		\$ 1,500.00
Services - Opening and Closing grave for Cremated Remains		
Monday - Friday 8:00 a.m. - 2:00 p.m.		\$ 170.00
Monday - Friday after 2:00 p.m.		\$ 370.00
Saturday, Sunday		\$ 470.00
Statutory Holidays		\$ 600.00
Services - Opening and Closing grave for Exhumation		
Monday - Friday 8:00 a.m. - 2:00 p.m.		\$ 658.00
Transfer of License		
Installation of Memorials	\$ 32.00	\$ 128.00
Goods		
Grave Liners		\$ 325.00
Oversize Grave Liners		\$ 475.00
Cremation Vaults		\$ 130.00

SCHEDULE K - FREEDOM OF INFORMATION AND PRIVACY RATES

Rates do not include applicable taxes

Any person wishing to inspect or obtain copies of correspondence or other information, pursuant to the Freedom of Information Bylaw in force from time to time, shall pay to the District the fees and charges as set out in the Regulations to the *Freedom of Information and Protection of Privacy Act*, in force from time to time.

SCHEDULE L - BURNING PERMIT RATES

<p><i>Category A:</i> <i>Category A Open Fire</i> means an open fire that burns piled material no larger than 1 m in height and 1 m in diameter but does not include a campfire or recreational fire.</p>	<p>No charge</p>
<p><i>Category B:</i> <i>Category B Open Fire</i> means an open fire that burns piled material larger than 1 m in height and 1 m in diameter and may include land clearing waste.</p>	<p>\$ 25.00 (1-3 days)</p>

SCHEDULE M – ANIMAL CONTROL RATES

Annual license fee for spayed/neutered dog over eight (8) months old	\$ 15.00
Annual license fee for not spayed/neutered dog over eight (8) months old	\$ 50.00
Annual license fee for dangerous dog	\$ 75.00
Replacement tags	\$ 8.00
Impoundment - Dogs & Cats	
First impoundment (Plus Annual Dog Licence Fee if applicable)	\$ 50.00
Second impoundment	\$ 75.00
Third impoundment	\$ 100.00
Fourth impoundment and subsequent impoundment	\$ 125.00
Impoundment - UNLICENCED Dogs & Cats	
First impoundment (Plus Annual Dog Licence Fee if applicable)	\$ 100.00
Second impoundment	\$ 150.00
Third and subsequent impoundment	\$ 300.00
Impoundment of Dangerous or Restricted	\$ 400.00
Impoundment - Livestock - Large	
First impoundment	\$ 100.00
Second impoundment	\$ 125.00
Third impoundment	\$ 150.00
Fourth and subsequent impoundment	\$ 200.00
Miscellaneous	
Care and feeding fee per day for animals other than large livestock	\$ 25.00
Care and feeding fee per day for livestock	Cost plus 10% admin fee
Breeders Licence	\$ 100.00
Drop off Fee	
Drop off fee - per adult animal (non-resident)	\$ 50.00
Drop off fee - adult female with litter (non-resident)	\$ 50.00
Drop off fee (residents)	No charge
Adoption Fees - per animal	
Dogs (neutered by District)	
Under 22 pounds	\$ 260.00
22-44 pounds	\$ 276.00
Over 44 pounds	\$ 297.00
Dogs (spayed by District)	
Under 22 pounds	\$ 303.00
22-44 pounds	\$ 323.00
44-88 pounds	\$ 366.00
Over 88 pounds	\$ 414.00
Dogs over 1 year (spayed by District)	
Under 22 pounds	\$ 376.00
22-44 pounds	\$ 383.00
44-88 pounds	\$ 456.00
Over 88 pounds	\$ 530.00
Cats (spayed/neutered by District)	
Neuter	\$ 164.00
Spay	\$ 255.00
Pregnant spay	\$ 361.00
Cats/Dogs (spayed/neutered prior to impound)	\$ 53.00
Veterinary expenses	At cost
Drop off dog that has bitten within 14 days ; includes minimum 10 days care and feeding, administration costs to deal with Communicable Disease Nurse and euthanasia at end of term.	\$ 220.00
Quarantine	\$ 153.00

**SCHEDULE N - LIQUOR CONTROL AND LICENSING BRANCH
RATES FOR APPLICATIONS OF CAPACITY INCREASE**

For inspections necessary for liquor control and licensing branch applications and capacity increase.	\$ 150.00
To calculate the occupant load to meet the requirements of the code for health and life safety (2 hours).	\$ 150.00

**SCHEDULE O - ZONING AND OFFICIAL COMMUNITY PLAN
 BYLAW AMENDMENT RATES & VARIANCE APPLICATION RATES**

1. Any application for an amendment to the Official Community Plan and/or Zoning Bylaw shall, at the time of application, be accompanied with payment of the following fees:	
a) Amendment to the Zoning Bylaw or Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 800.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 200.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
b) Amendment to the Zoning Bylaw and Official Community Plan	
Processing and inspection of application	\$ 750.00
For statutory public hearing advertising	\$ 650.00*
Mapping the amendment on Zoning or Official Community Plan Maps	\$ 400.00**
<i>*If the proposed bylaw amendment is not advertised, 100% of the advertising fee will be reimbursed.</i>	
<i>** If the rezoning is refused after public hearing, the mapping fee will be reimbursed</i>	
2. Any application for a Development Permit or a Development Variance Permit pursuant to this bylaw shall, at the time of application, be accompanied with payment of the following fees:	
Processing and inspection of application costs associated with the notice and the mailing or delivery of the notice	\$ 250.00 First and \$100.00 each
plus Land Title and Survey Authority Fees	Additional
plus electronic filing costs	At cost
3. Any Board of Variance Application	\$ 250.00
4. Sign application, processing and inspection	\$ 75.00
5. Temporary Land Use Permit	\$ 1,000.00

SCHEDULE P - SUBDIVISION APPLICATION RATES

Processing and inspection of application	\$ 600.00
Application fee: For 2 – 10 lots	\$ 175.00 per lot
For 11 or more lots	\$ 225.00 per lot
Mapping	\$ 400.00
Extension of preliminary approval	\$ 250.00
Amendment to a Strata Subdivision	\$ 250.00
Application for a strata conversion of a previously occupied building, per strata plan:	
Processing and inspection of application	\$ 600.00
Per unit/parcel	\$ 200.00*
*Up to 50% reimbursed if Council refuses strata and planning/engineering costs have not been incurred by the District.	
If the applicant wishes to submit a revised application within four weeks of the original submission, the fee for considering the revised application will be:	\$ 500.00
If the applicant wishes to submit a revised application after more than four weeks, but less than one year, from the date of the original submission the fee for each revised submission shall be:	fifty percent (50%) of the original submission fee
For a revised application submitted later than one year from the date of the original submission, the applicant must pay:	the same fees as for a new application

SCHEDULE Q – VACANT / UNSIGHTLY PROPERTIES RATES

Initial investigation and inspection of property, including attendance by Inspector	Actual costs incurred for related labour, materials or equipment plus 20% administration costs
Inspection Contractor/Professional, including attendance by Inspector	Actual costs incurred plus 20% administration costs
Subsequent inspections	\$100 plus hourly departmental charge out rate
District work if owner defaults	Actual costs incurred for related labour, materials or equipment plus 20% administration costs
Where owner does not comply with District requirement to maintain property, or bringing up to standards. Fee applies to either vacant or occupied parcels.	Actual costs incurred for related labour, materials or equipment plus 20% administration costs



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: January 22, 2019
TO: Mayor and Council
FROM: Lynda Sowerby, Director of Finance
RE: **2019-2023 Five Year Financial Plan Bylaw 1091-2019**

PURPOSE

That Council approve **2019-2023 Five Year Financial Plan Bylaw 1091-2019**.

BACKGROUND

Under the *Community Charter* – Financial plan

165. (1) A municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted.
(2) For certainty, the financial plan may be amended by bylaw at any time.
(3) The planning period for a financial plan is 5 years, that period being the year in which the plan is specified to come into force and the following 4 years.

The District's Five Year Financial Plan is for the years 2019-2023, and authorizes the planned expenditures, and the funding sources for those expenditures, including tax revenues, fees, charges and grants. The Plan also approves capital acquisitions, transfers to and from reserves and surplus, and the authority to proceed with debt financing. The plan includes the amount required to pay interest and principal on municipal debt. The proposed expenditures and transfers between funds does not result in a deficiency in any fund.

Under the *Community Charter* – Public process for development of financial plan

166. A council must undertake a process of public consultation regarding the proposed financial plan before it is adopted.

The Finance Committee held five meetings between October 3, 2018 and December 13, 2018 for budget discussions, resulting in the compilation of the 2019-2023 Five Year Financial Plan. All meetings were open council meetings.

At the December 13, 2019 Finance Committee meeting, it was recommended that staff proceed with implementation of all the approved recommendations from the committee meetings and prepare the Bylaw for adoption.

A public presentation of the 2019-2023 Five Year Financial Plan was held on January 22, 2019 at 6:00pm.

ANALYSIS

The requirements of the *Community Charter* have been met in the development and compilation of the 2019-2023 Five Year Financial Plan.

FINANCIAL IMPLICATIONS

The 2019-2023 Five Year Financial Plan gives authority for expenditures by the District.

STAFF RECOMMENDATION

“THAT Council approve the 2019-2023 Five Year Financial Plan Bylaw 1091-2019, AND THAT Bylaw 1091-2019 receive First, Second and Third reading.

Respectfully submitted,

I support the recommendation.

Signed

Signed



Lynda Sowerby
Director of Finance



Allison McCarrick
Chief Administrative Officer



**DISTRICT OF PORT HARDY
BYLAW 1091-2019**

**A BYLAW TO ADOPT THE ANNUAL FIVE-YEAR FINANCIAL PLAN
FOR THE PERIOD 2019 - 2023**

WHEREAS the Council of the District of Port Hardy deems it expedient to prepare the Five-Year Financial Plan;

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

1. Title

This Bylaw may be cited for all purposes as "District of Port Hardy Financial Plan 2019 – 2023 Bylaw No. 1091-2019".

2. Schedules

2.1 Schedule "A" attached to and forming part of this bylaw is hereby declared to be the 2019 Disclosure of Revenue Objectives and Policies as per Section 165(3.1) of the *Community Charter*.

2.2 Schedule "B" attached to and forming part of this bylaw is hereby declared to be the Financial Plan of the District of Port Hardy for the years 2019-2023.

3. Repeal

3.1 District of Port Hardy Financial Plan 2018 – 2022 Bylaw No. 1074-2018 is hereby repealed.

4. Notice

4.1 Section 166 of the *Community Charter* requires that, before adopting a bylaw under section 165, a Council must undertake a process of public consultation regarding the proposed financial plan.

4.2 The open meeting and presentation of the District of Port Hardy 2019-2023 Financial Plan was held January 22, 2019.

Read a First time on the ____ day of _____, 2019.

Read a Second time on the ____ day of _____, 2019.

Read a Third time on the ____ day of _____, 2019.

Adopted by the Municipal Council on the ____ day of _____, 2019.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified to be a true copy of District of Port Hardy Financial Plan 2019 – 2023
Bylaw No. 1091-2019

SCHEDULE A - BYLAW 1091-2019

2019 Revenue Objectives and Policies

In accordance with Section 165(3.1) of the *Community Charter*, the District of Port Hardy is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*.
2. The distribution of property taxes among the property classes.
3. The use of permissive tax exemptions.

Funding Sources

Table 1: Sources of Revenue

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes	18.74%	3,369,927
Sale of services	21.05%	3,784,752
Other Revenue	3.17%	570,429
Government transfers	57.04%	10,256,546
Total	100%	\$17,981,654

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2019. The District's own source of funding is from property taxes, sale of services and other miscellaneous revenues. The District also receives funding from Government transfers or grants when they become available.

Government transfers are funds that are received from other governments or agencies and are either conditional or unconditional. Conditional Government transfers (grants) are a funding source that the District does not rely on for its normal operations. The condition of the transfer is contingent on the project meeting the eligibility criteria of the grant funding. Unconditional Government transfers afford the District flexibility on how to make the best use of the funding; and may be used for either operational or capital purposes. Without government transfers, many capital projects would not be able to proceed or would require rate increases of property taxes and user fees.

The largest portion of own source revenue comes from the sale of services. Municipal utility services such as water, waste water (sewer), solid waste collection and recycling fees can be measured and charged for on a user-pay basis. This basis attempts to fairly apportion the value of municipal service to those who use the service. Other services where fee and charges are collected from the users include harbour moorage, recreation, building inspection and development services. User fees collected do not always cover the full cost for delivery of the related service.

Property taxes are the next major source of revenue. As a revenue source, property taxation offers a stable and reliable source of revenue for services where the rates are not sufficient to fund the service. These services include fire protection, general administration, bylaw enforcement, infrastructure maintenance, streets and roads, recreation and culture, economic development and planning.

The District will continue to review all user fees and charges to ensure they adequately meet the capital and operational costs of the service provided.

SCHEDULE A - BYLAW 1091-2019

Distribution of Property Taxes
Table 2: Distribution of Property Tax Rates

Property Class	% of Total Taxation	Dollar Value
Residential	50.83%	\$1,630,289
Utilities	1.27%	40,569
Light Industry	3.88%	123,942
Business and Other	43.19%	1,379,137
Managed Forest	0.61%	14,558
Recreation/Non-profit	0.22%	7,027
Total	100%	\$3,195,523

Table 2 provides the distribution of property taxes among the property classes. The residential class provides the main portion of tax revenue. The residential class is also the largest percentage of the total assessment and consumes the majority of the District services.

Council will continue to assess the multiples used in the tax rate calculation and adjust them as necessary to promote continued growth in the business and industry sector.

Permissive Tax Exemptions

Tax exemptions must demonstrate a benefit to the community and residents of the District by enhancing the quality of life (economically, socially and culturally). The goals, policies and principles of the organization must not be inconsistent or conflict with those of the District. Organizations receiving permissive tax exemptions must be registered non-profit societies and cannot be for commercial or private gain.

Table 3: Permissive Tax Exemptions

Permissive Tax Exemptions	General Taxes Foregone (estimate)
District owned properties managed by not-for-profit groups	12,341
Not-for-profit organizations	149,725
Churches	12,341
Total	\$ 206,317

**SCHEDULE B
 BYLAW 1091-2019**

	2019	2020	2021	2022	2023
Revenue					
Municipal property taxes	3,369,927	3,698,257	3,846,815	3,949,081	4,014,521
Sale of services	3,784,752	3,893,419	3,968,933	4,049,098	4,131,340
Other revenue	570,429	330,822	337,948	344,393	350,706
Transfers from other governments	10,256,546	1,149,921	1,165,037	1,176,461	1,990,858
	17,981,654	9,072,418	9,318,734	9,519,034	10,487,424
Expenditures					
General government services	1,093,806	1,115,677	1,137,987	1,168,174	1,183,962
Protective services	487,748	498,009	508,502	519,220	530,180
Transportation services	1,380,493	1,419,693	1,460,096	1,501,738	1,544,670
Environmental & public health services	285,108	291,055	297,128	303,331	309,668
Economic & development services	216,059	220,261	224,565	228,956	233,435
Parks, recreation & cultural services	1,450,793	1,597,707	1,687,587	1,727,481	1,768,402
Wastewater services	1,007,248	1,028,660	1,056,739	1,085,784	1,116,373
Water services	1,182,263	1,221,716	1,252,947	1,284,805	1,317,303
Debt charges	146,008	246,885	242,588	235,947	229,413
Amortization	1,900,000	1,930,000	1,965,000	1,965,000	1,965,000
	9,149,526	9,569,663	9,833,139	10,020,436	10,198,406
Annual surplus (deficit)	8,832,128	(497,245)	(514,405)	(501,402)	289,018
Adjust for Non-Cash Item					
Amortization	1,900,000	1,930,000	1,965,000	1,965,000	1,965,000
Transfers and Acquisitions					
Debt principal payments	(230,976)	(354,111)	(358,899)	(362,766)	(309,189)
Transfers to reserves / surplus	(828,171)	(846,144)	(859,196)	(868,332)	(908,329)
Transfers from reserves / surplus	2,122,774	282,500	457,500	282,500	678,500
Proceeds from Borrowing	6,499,000	-	-	500,000	-
Capital Acquisitions	(18,294,755)	(515,000)	(690,000)	(1,015,000)	(1,715,000)
	(8,832,128)	497,245	514,405	501,402	(289,018)
Annual surplus (deficit)	0	0	0	0	0