



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY APRIL 23, 2019 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET

Mayor: Dennis Dugas
Councillors: Pat Corbett-Labatt, Janet Dorward, 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 APRIL 23 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	A. CALL TO ORDER	Time:
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion.	1. 2.
	C. ADOPTION OF MINUTES	
1-2	1. Minutes of the Committee of the Whole Meeting held April 9, 2019.	
	Motion.	1. 2.
3-6	2. Minutes of the Regular Meeting of Council held April 09, 2019.	
	Motion.	1. 2.
7	3. Minutes of the Special Meeting of Council held April 15, 2019.	
	Motion.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	1. Karen Bernard, Cermaq. See separate presentation package.	
8	2. Cheryl Zaw, Pride Organization.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
9-12	1. Council Action Items. For information.	
	F. NEW BUSINESS	
	None in agenda package.	
	G. CORRESPONDENCE	
13-14	1. Hon. Claire Trevena, MLA North Island re: North Island Road Conditions. For information.	
15	2. Day of Mourning, Memorial Dedication. For information.	
16-17	3. Charmaine Enns, MD, Medical Health Officer, Island Health re: Air quality related health concerns due to domestic wood burning and backyard burning.	
	Motion.	1. 2.
	H. COUNCIL REPORTS	
	1. Verbal Reports from Council members.	

I. COMMITTEE REPORTS

18-19

1. Minutes of the Operations Services Committee meeting held April 15, 2019. For information.
2. Recommendation from the Committee of the Whole meeting held April 23, 2019.

RECOMMENDATION:

The Committee of the Whole Recommends:

THAT the District of Port Hardy Audit Results and Communications be accepted, AND FURTHER THAT the District of Port Hardy 2018 Audited Consolidated Financial Statements be accepted.

Motion. 1. 2.

J. STAFF REPORTS

20-21

1. Lynda Sowerby, Director of Finance re: District of Port Hardy Tax Rates Bylaw No. 1095-2019.

Motion. 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

22-24

1. 1095-2019 A Bylaw to set Tax Rate for 2019 for first, second and third readings.

Motion. 1. 2.

L. PENDING BYLAWS

None in agenda package.

M. INFORMATION AND ANNOUNCEMENTS

April 23rd, 2019 6:00 pm Committee of the Whole.
April 23rd, 2019 7:00 pm Regular Council Meeting.
April 25th, 2019 1:00 – 3:00 pm Pitch In Clean Up with Council at Stink Creek Park.
April 26th, 2019 1:00 pm Minister Donaldson, Forests, Lands, Natural Resource Operations and Rural Development.
April 29th, 2019 12:00 pm Bear Smart Port Hardy.
May 14th, 2019 3:30 pm First Nations Relations Committee.
May 14th, 2019 6:30 pm Committee of the Whole.
May 14th, 2019 7:00 pm Regular Council Meeting.

N. NOTICE OF IN CAMERA MEETING

May 14th, 2019 5:30 pm In Camera Meeting per pm per *Community Charter* Section 90(1)(k)

O. ADJOURNMENT

Motion. 1. 2. Time:

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

**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
TUESDAY APRIL 9, 2019
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**



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

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services;

REGRETS: Councillor Fred Robertson, Abbas Farahbakhsh, Director of Operational Services and Lynda Sowerby, Director of Finance

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

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 April 9, 2019 be accepted as presented.

C. DELEGATION

1. Mosaic Forest Management Domenico Iannidinardo, Chief Forester and Vice President of Sustainability and Pam Jorgenson, Land Use Forester.

Domenico introduced Mosaic Forest Management which is now managing TimberWest and Island Timberlands.

Presentation included:

- Timber is predominately on privately owned land.
- Managing second growth timber products.
- All operations are contracted out with about 3000 benefiting workers.
- Internal sales team and all Canadian.
- Dependent on international log customers.
- Island Timberlands and TimberWest originate from land deals with the province and coal/rail companies.
- Close to 100,000 hectares of land on the North Island.
- Plan to be the Asia -Pacific leader in sustainable timberlands management optimizing long term returns for shareholders.
- Achieving an industry leading safety performance.
- Audited by the BC Forest Safety Council.
- Responsible stewardship demonstrating responsible carbon management.
- Lidar data being used for efficiency in forest management.
- Involvement in the Canadian Council for Aboriginal Business.
- Provide public facilities including campsites, firewood programs and access agreements for hiking and biking.

Discussion included:

- Mosaic involvement with Vancouver Island North Working Advisory Group

COW 2019-018
APPROVAL OF
COW APRIL 9/19
AGENDA AS
PRESENTED

(VINWAG) strongly encouraged.

- Looking forward to the opportunities that Moasic will provide to the District of Port Hardy.

D. ADJOURNMENT

COW 2019-019
ADJOURNMENT

Moved

THAT the Committee of the Whole adjourn.

Time: 6:52 pm

CORRECT

APPROVED

DIRECTOR
OF CORPORATE SERVICES

MAYOR

**MINUTES
DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
HELD TUESDAY APRIL 9, 2019
COUNCIL CHAMBERS - MUNICIPAL HALL**



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

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services

REGRETS: Councillors Fred Robertson, Abbas Farahbakhsh, Director of Operational Services and Lynda Sowerby, Director of Finance

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 7:00 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 Regular Council meeting of April 9, 2019 be adopted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Committee of the Whole Meeting held March 26, 2019.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole Meeting held March 26, 2019 be accepted.

2. Minutes of the Regular Meeting of Council held March 26, 2019.

Moved/Seconded/Carried

THAT the minutes of the Regular Meeting of Council held March 26, 2019 be accepted as amended.

3. Minutes of the Special meeting of Council held March 26, 2019.

Moved/Seconded/Carried

THAT the minutes of the Special Meeting of Council held March 26, 2019 be accepted as amended.

4. Minutes of the Public Hearing held April 3, 2019.

Moved/Seconded/Carried

THAT the minutes of the Public Hearing Meeting held April 3, 2019 be accepted.

D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

None.

2019-080
AGENDA REGULAR
COUNCIL MEETING
APR 9/19 AS
ADOPTED AS
PRESENTED

2019-081
COMMITTEE OF
THE WHOLE
MEETING MINUTES
MAR 26/19
ACCEPTED

2019-082
REGULAR COUNCIL
MEETING MINUTES
MAR 26/19
ACCEPTED AS
AMENDED

2019-083
SPECIAL MEETING
OF COUNCIL MAR
26/19 ACCEPTED
AS AMENDED

2019-084
PUBLIC HEARING
MINUTES APR 3/19
ACCEPTED

ACTION ITEMS

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Council action items were received for information.

F. NEW BUSINESS

1. Recommendation from the Committee of the Whole meeting held March 26, 2019.

Recommendation from Committee of the Whole:

THAT the staff review a long-term lease agreement with the North Island Seniors Housing Foundation option with legal counsel with regards to the property legally described as Lot 1, Section 36, Township 9, Rupert District, Plan 354456, PID 000-348-042, Civic Address 9300 Trustee and report back to Council.

2019-085
NORTH ISLAND
SENIORS HOUSING
FOUNDATION

Moved/Seconded/Carried

THAT the staff review a long-term lease agreement with the North Island Seniors Housing Foundation option with legal counsel with regards to the property legally described as Lot 1, Section 36, Township 9, Rupert District, Plan 354456, PID 000-348-042, Civic Address 9300 Trustee and report back to Council.

G. CORRESPONDENCE

1. Hon. Claire Trevena, MLA North Island re: Request for support to Hon. Minister Selina Robinson letter was received for information.
2. Hon. Claire Trevena, MLA North Island re: Meeting request to Hon. Minister Selina Robinson and Hon. Minister Doug Donaldson letter was received for information.

Mayor Dugas requested a thank you letter be sent to Honourable Minister Claire Trevena for her support of the North Island.

3. Immigrant Welcome Centre Support Letter re: Request for Support.

2019-086
IMMIGRANT
WELCOME CENTRE

Moved/Seconded/Carried

THAT Council provide a letter in support of the Immigrant Welcome Centre.

CONFLICT OF
INTEREST

Councillors Leightan Wishart and Councillor Tidbury declared conflict of interest and left the meeting at 7:10 pm.

4. FILOMI Days Committee re: Requisition Letters.

2019-087
FILOMI DAYS 2019
DISTRICT IN KIND
SUPPORT

Moved/Seconded/Carried

THAT Council approve the request by Darren Arnett, Filomi Days Committee for in kind support as listed below:

- A road closure on Market Street from the corner of Hastings to the corner of Douglas Street from Friday July 19th at 3:30 pm until Sunday July 21st after the fireworks display.
- A road closure from the Thunderbird Mall, Granville Street turning onto Market Street at Applewood Ford to the Tsulquate Park parking lot on Saturday July 20th from 11:00 am to 1:00 pm for the annual Lions Club Parade route.
- A road closure on Granville Street from the corner of Hwy 19 to the entrance to Thunderbird Mall for the annual Soap Box Derby on Saturday July 20th from 1:00 pm to 3:30 pm.
- The use of Rotary-Carrot Park for the three (3) days along with the water and power connections.
- Barricades for the parade route.
- Plastic gloves, garbage bags and garbage picker sticks.
- A notice on the recreation sign.
- That the fireworks be allowed to be discharged.

Councillors Leightan Wishart and Councillor Tidbury returned at 7:12 pm.

5. District of Kitimat re: Request for Local Governments to Support the Coalition of Riders Educating Youth.

2019-088 DISTRICT
OF KITIMAT
C.O.R.E.Y.

Moved/Seconded/Carried

THAT Council write a letter to Minister Farnworth urging the province to finalize and implement the Graduated Licensing Program for Motorcycles (GLP-M), including Power Restrictions and Mandatory Training for motorcycles.

6. Stan Wamiss re: Request for Travel Support Letter.

2019-089
LETTER STAN
WAMISS LETTER

Moved/Seconded/Carried

THAT Council write a letter to BC Ferries requesting a donation of travel subsidization to support Stan Wamiss in his efforts to provide transportation home for Residential School survivors.

H. COUNCIL REPORTS

Mayor Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, 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

1. Minutes of the Operational Services Committee meeting held March 18, 2019 were received for information.
2. Minutes of the Parks, Recreation, Arts and Culture Committee meeting held March 20, 2019 were received for information.

a) *Recommendation:*

THAT shuffle board equipment be added to the 2020 budget AND in the meantime allow staff to initiate a conversation with service groups to see if there is an appetite to fund the equipment in 2019.

Moved/Seconded/Carried

THAT floor shuffle board equipment be added to the 2020 budget AND in the meantime allow staff to initiate a conversation with service groups to see if there is an appetite to fund the equipment in 2019.

2019-090
SHUFFLE BOARD
BUDGET
ALLOCATION 2020

b) *Recommendation:*

THAT the District Parks Staff be given public recognition for their outstanding efforts at the Recreation Centre in advance of the provincials.

Moved/Seconded/Carried

THAT the District Parks Staff be given public recognition for their outstanding efforts at the Recreation Centre in advance of the provincials.

2019-091
DISTRICT PARKS
STAFF
RECOGNITION

J. STAFF REPORTS

1. Cheque Listing Report was received for information.
2. Heather Nelson-Smith, Director of Corporate Services re: CP4.3 Firefighters' Training Standards.

2019-092
CP4.3
FIREFIGHTERS
TRAINING
STANDARDS

Moved/Seconded/Carried

THAT Council approve policy CP4.3 Firefighters Training Standards.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1092-2019 A Bylaw to Amend Port Hardy User Rates and Rees Bylaw No. 1090-2018. For adoption.

2019-093
BYLAW 1092-2019
ADOPTION

Moved/Seconded/Carried

THAT Bylaw 1092-2019 A Bylaw to Amend Port Hardy User Rates and Rees Bylaw No. 1090-2018 be adopted.

2. Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013 for second, third, and final adoption.

2019-094
BYLAW 1094-2019
2nd, 3rd AND
ADOPTION

Moved/Seconded/Carried

THAT Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013 receive second, third and final adoption.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

Information and announcements were received for information.

N. NOTICE OF IN CAMERA MEETING

Notice of in camera meeting Monday April 15 12:00 pm per *Community Charter* Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time 7:43 pm

2019-095
ADJOURNMENT

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
MONDAY APRIL 15, 2019
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services

REGRETS: Councillor Fred Robertson, Abbas Farahbakhsh, Director of Operational Services and Lynda Sowerby, Director of Finance

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 12:02 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA AS PRESENTED

SC2019-016
AGENDA
APR 15/19
ACCEPTED
AS
PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council April 15, 2019 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(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

SC2019-017
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC 90 2(b)

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(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

D. ADJOURNMENT

SC2019-018
ADJOURNED

Moved

THAT the Special Meeting of Council adjourn. Time: 1:13 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

Whereas; Pride celebrations contribute to a more inclusive and safe community for LGBTQ+ identifying individuals.

Whereas; Port Hardy Pride exists to foster safety and inclusion for Lesbian, Gay, Bi-Sexual, Trans/Gender Non-Conforming, Two-Spirit and other GSM identifying people in Port Hardy through events, education and advocacy.

Whereas; LGBTQ+ individuals contribute significantly to the economic and social development of the District of Port Hardy and the broader Mount Waddington Region.

Whereas; the pride flag exists as a universal symbol of the diversity and vibrancy of the LGBTQ+ community and shall be raised at the Municipal office on Pride Day to respect and honour Port Hardy's LGBTQ+ community.

Whereas; Indigenous cultures locally and across Canada have historically recognized and respected a breadth of gender and sexual identities which colonization attempted to restrict and destroy. Respect and appreciation for Two-Spirit people is considered an act of reconciliation.

I, Dennis Dugas, Mayor of the District of Port Hardy, do hereby proclaim August 17, 2019 as the first annual Port Hardy Pride Day and encourage all members of the community to take note of, support and participate in this celebration.

ITEM	ACTION REGULAR MEETING April 09, 2019	WHO	STATUS /COMMENTS
THAT the staff review a long-term lease agreement with the North Island Seniors Housing Foundation option with legal counsel with regards to the property legally described as Lot 1, Section 36, Township 9, Rupert District, Plan 354456, PID 000-348-042, Civic Address 9300 Trustee and report back to Council.	THAT staff review a long-term lease agreement with the North Island Seniors Housing Foundation option with legal counsel	AM HNS	
THAT Council provide a letter in support of the Immigrant Welcome Centre.	Letter of response notifying applicant of decision of Council	AM HNS	Written and mailed.
THAT Council write a letter to Minister Farnworth urging the province to finalize and implement the Graduated Licensing Program for Motorcycles (GLP-M), including Power Restrictions and Mandatory Training for motorcycles.	That a letter of support be written and mailed to Minister Farnworth	AM HNS	Written and mailed.
<p>THAT Council approve the request by Darren Arnett, Filomi Days Committee for in kind support as listed below:</p> <ul style="list-style-type: none"> • A road closure on Market Street from the corner of Hastings to the corner of Douglas Street from Friday July 19th at 3:30 pm until Sunday July 21st after the fireworks display. • A road closure from the Thunderbird Mall, Granville Street turning onto Market Street at Applewood Ford to the Tsulquate Park parking lot on Saturday July 20th from 11:00 am to 1:00 pm for the annual Lions Club Parade route. • A road closure on Granville Street from the corner of Hwy 19 to the entrance to Thunderbird Mall for the annual Soap Box Derby on Saturday July 20th from 1:00 pm to 3:30 pm. • The use of Rotary-Carrot Park for the three (3) days along with the water and power connections. • Barricades for the parade route. • Plastic gloves, garbage bags and garbage picker sticks. • A notice on the recreation sign. • That the fireworks be allowed to be discharged. 	<p>That a letter in support of the approved requisitions be written and mailed to the FILOMI Days Society.</p> <p>Notices for BCAS, Fire Department, and RCMP to be prepared for July Bring forward in preparations for FILOMI Days</p> <p>Notify Operations Department</p>	HNS LB	Written, signed and mailed.
THAT Council write a letter to BC Ferries requesting a donation of travel subsidization to support Stan Wamiss	That a letter of requisition be written in support of the efforts Stan Wamiss	AM	Written, signed and mailed.

in his efforts to provide transportation home for Residential School survivors.			
THAT floor shuffle board equipment be added to the 2020 budget AND in the meantime allow staff to initiate a conversation with service groups to see if there is an appetite to fund the equipment in 2019.	Shuffleboard equipment be added to the 2020 budget and that DPH staff approach service groups to seek out interest in funding the equipment	LS MD	
THAT Council approve policy CP4.3 Firefighters Training Standards.	Policy manual to be updated	LB	In progress
THAT the District Parks Staff be given public recognition for their outstanding efforts at the Recreation Centre in advance of the provincials.	That recognition be provided to Parks staff for efforts in preparation for the provincials.	AM	Done by AF and will be done officially at the Staff Appreciation BBQ
THAT Bylaw 1092-2019 A Bylaw to Amend Port Hardy User Rates and Rees Bylaw No. 1090-2018 be adopted.	That Bylaw 1092-2019 be signed, sealed and finalized.	HNS LB	Complete
THAT Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013 receive second, third and final adoption.	That Bylaw 1094-2019 be signed, sealed and finalized.	HNS LB	Complete
ITEM	ACTION REGULAR MEETING March 26, 2019	WHO	STATUS /COMMENTS
THAT Council approve the request for an in-kind late Grant-in-Aid from the District of Port Hardy for the aeration of the PHSS Soccer field AND request that any requests for assistance in the future by Port Hardy Youth Soccer be made in time for the Grant in Aid deadline of September 30, 2019.	Letter of response notifying applicant of decision of Council Notify Operations Department	HNS AF	Letter sent SD 85 has deferred this until potentially the fall.
THAT the District of Port Hardy sign up for Pitch in Week. AND FURTHER THAT "Pick up Garbage" with Council on April 25th from 1 to 3 pm at Stink Creek Park be advertised.	Advertise in newsletter, on website and social media platforms Register for Pitch in Week, Order supplies	HNS AF	Advertised in newsletter, social media and website Supplies ordered and registered
THAT the District of Port Hardy Council adopts the Terms of Reference for the Coastal Community Social Procurement Initiative (CCSPI) (attached): AND FURTHER THAT the Council authorizes an annual expenditure for the next two years (2019 and 2020) to join as a founding member of the CCSPI; AND FURTHER THAT Council appoints Councillor Corbett-Labatt to sit as a member of the CCSPI Steering Committee AND THAT Councillor Tidbury be appointed as alternate.	Proceed with adoption of Terms of Reference for CCSPI Authorization of annual expenditures for 2019/2020 Complete membership requirements	HNS LS AM	In progress Done AM part

THAT the Council of the District of Port Hardy authorizes up to \$215, 000 to be borrowed, under Section 175 of the Community Charter, from the Municipal Finance Authority, for the purpose of purchasing an air compressor and 22 SCBA packs; AND FURTHER THAT the loan be repaid within 10 years, with no rights of renewal.	Proceed with authorization process with MFA	LS	In progress
THAT Council approve proceeding with an Alternative Approval Process under section 175 of the Community Charter, seeking elector approval to borrow \$215,000 from the Municipal Finance Authority for the purpose of purchasing an air compressor and 22 SCBA packs, with repayment not to exceed 10 years.	Proceed with Alternate Approval Process	LS	In progress
THAT Council approve policy CP1.12 Council Mobile Device Policy.	Policy Manual update and follow up	LB	In progress
ITEM	ACTION REGULAR MEETING March 12, 2019	WHO	STATUS /COMMENTS
THAT Council permits Ocean Networks Canada to work with District staff to find a suitable location on the property legally described as THE NORTH EAST ¼ OF SECTION 26, TOWNSHIP 9, RUPERT DISTRICT, EXCEPT THOSE PARTS IN PLANS VIP54880 AND VIP56799 and enter into a five year agreement to house the Earthquake Early Warning Detection System equipment for five years with the option to renew for an additional five years.	Find location settle on license of occupation	HNS AF	In progress
ITEM	ACTION REGULAR MEETING February 12, 2019	WHO	STATUS /COMMENTS
THAT Council refer the request from the North Island Seniors Housing Foundation for the use of land at 9300 Trustee Road for a seniors housing project to staff to prepare options and rationale on the divestiture, lease or donation of land with recommendations to be considered by Council at a Committee of the Whole meeting.	Prepare Staff report	HNS	Completed.
ITEM	ACTION REGULAR MEETING January 8, 2019	WHO	STATUS /COMMENTS
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	Early Spring

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	Early Spring
ITEM	ACTION REGULAR MEETING July 10, 2018	WHO	STATUS /COMMENTS
Hosting future AVICC Convention Staff to investigate the process to host AVICC convention	Nov 27/18 C/Tidbury advised 2020 & 2021 hosting applications coming out soon. Suggested District apply to host in 2022 Sept 25/18: Approved in principle hosting of an AVICC Convention in Port Hardy AND THAT further investigation be done in setting up an adhoc committee -Staff report received on Sept 25 18/Council meeting.		Council to discuss further



APR 09 2019

His Worship
Mayor Dennis Dugas
District of Port Hardy
7360 Columbia Street
PO Box 68
Port Hardy BC V0N 2P0

Reference: 284255

Dear Mayor Dugas, *Dennis*

Re: North Island Road Conditions

Thank you for your recent letter regarding the maintenance of North Island roads. I'm sorry it has taken so long to respond.

As we discussed when I met with Council in Port Hardy last month, ministry staff and Mainroad North Island have discussed the contractor's recent performance, completed an audit and identified opportunities for improvements. We now expect to see better road conditions in the North Island. Ministry staff will continue to monitor the roads closely to ensure they are safe and reliable.

Mainroad's new yard is in the centre of its servicing area, which creates opportunities for more effective service for all communities. Plows are sent north and south simultaneously, and ministry staff are not aware of any changes to the timing of maintenance on the Holberg Road. When considering any of Mainroad's approaches to maintenance, the important thing to remember is that this is a performance-based contract. Our maintenance contractor is required to meet the specifications and standards of the maintenance contract. Contractors have the freedom to choose new strategies and technologies, but we hold them responsible for the results they deliver.

Regarding traffic volumes on Highway 19 North, its annual average daily traffic varies from about 1,200 vehicles per day between Woss and Port McNeill and 3,300 vehicles per day between Port McNeill and Port Hardy. Traffic volumes vary by season. For example, volumes in summer near Port Hardy can be as much as 6 per cent higher than the annual average.

I was glad to receive your recommendations for changes to highway classifications in the North Island. In the short term, Mainroad and ministry staff have agreed that Coal Harbour Road and all of Highway 19 to Port Hardy should be classified as a consistent class B. This change will take effect immediately. Ministry staff will review highway classifications across the area to see if changes are needed for next winter.

.../2

I understand the District of Port Hardy met with ministry staff and Mainroad staff on February 12, 2019. I have asked our District Manager, Michael Pearson, to reach out to you and set up a follow up meeting in the near future to further discuss the performance of the maintenance contractor and the steps the ministry will be taking to address the concerns you have raised. If you would like to contact Mr. Pearson, he may be reached at 250 713-2815 or email at Michael.Pearson@gov.bc.ca and would be happy to hear from you.

Thank you again for taking the time to write.

Sincerely,



Claire Trevena
Minister

Copy to: Michael Pearson, District Manager
Vancouver Island District

Alycia Traas, Operations Manager
Vancouver Island District

VANCOUVER ISLAND NORTH

Day of MOURNING



MEMORIAL DEDICATION

**WOSS, BRITISH COLUMBIA
11:00 AM SUNDAY, APRIL 28, 2019**



Regional District of Mount Waddington
PO Box 709
Port McNeill, B.C. V0N 2R0

April 1, 2019

The national *Day of Mourning* is observed annually in Canada on April 28. The day honours the memory of workers who have been killed, injured, or suffered illness as a result of work-related incidents.

At 11:00 am on Sunday, April 28, 2019, communities, families, businesses, government, First Nations, labour organizations and citizens on Northern Vancouver Island will come together to dedicate a memorial site honouring people impacted by work-related incidents in the Forest Sector. The permanent memorial gazebo will be unveiled in Woss, British Columbia, adjacent the site of the #113 Locomotive Engine on Railway Avenue.

For those who have directly suffered loss, it is but one of many days of mourning. For the rest of the community, it is a day to express longstanding condolences, and a commitment to see everyone come home from work safe, every day. On behalf of our constituents, the Regional District of Mount Waddington wishes to request your attendance at this dedication to respectfully honour the lives which have been impacted. After a brief ceremony we will observe a moment of silence, and dedicate the monument to those lives lost and all those who have been affected.

Please let me know if you are able to join us, please share this invite with your families, colleagues, and community, and stand with the people of the North Island during this memorial dedication.

Sincerely,

Pat English,

On behalf of the Regional District of Mount Waddington

MEMORIAL DEDICATION

11:00 CEREMONY BEGINS

12:00 REFRESHMENTS

HONOURING THE MEMORY OF WORKERS WHO HAVE BEEN KILLED, INJURED, OR SUFFERED ILLNESS AS A RESULT OF WORK-RELATED INCIDENTS



15

The Woss Lake Recreation Commission and the RDMW will be serving food and light refreshments after the ceremony, at the Woss Rec Centre.

April 4, 2019

Mayor & Council
District of Port Hardy
7360 Columbia St.
Port Hardy BC V0N 2P0
general@porthardy.ca

Dear Mayor Dugas & Council:

Re: Air Quality related health concerns due to domestic wood burning and backyard burning

On an ongoing basis, our office receives concerns expressed by residents about exposure to outdoor smoke produced by wood-burning appliances and backyard burning. While some residents are bothered by the nuisance created by smoke, most are concerned about the potential health effects this exposure may have on them and others within their families. We would therefore like to draw your attention to recent developments related to wood-burning appliances and wood-smoke, and outline actions council can take to reduce the impact.

While wood-burning appliances are used as a primary or secondary source of heat in many homes, the health effects from the resulting wood-smoke have become increasingly recognized. Wood smoke contains many of the same harmful substances that are found in tobacco smoke and is a significant source of fine particulate matter (PM_{2.5}), a major component of air pollution and a detriment to health. When inhaled, PM_{2.5} embeds deep inside the tissue of the lung. Exposure is associated with a shortened lifespan, and can lead to lung cancer, reduced lung functioning and worsening of heart disease and asthma among those who suffer from these conditions. Building upon existing research, a February 2017 Health Canada study (<https://www.mcgill.ca/newsroom/channels/news/woodstoves-are-good-soul-bad-heart-266643>), using air quality data from three BC cities (including Courtenay/Comox), found that an increase in PM_{2.5} specifically due to wood burning in the winter was associated with a 19 percent increase in hospitalization for heart attacks among those 65 years or older.

On September 19, 2016 the government of BC adopted the new Solid Fuel Burning Domestic Appliance Regulation (SFB DAR) ([BCReg218/2016](https://www2.gov.bc.ca/gov2/legislation/regulations/BCReg218/2016)). Changes include the requirement for domestic wood burning appliances sold in BC to be USEPA certified to meet PM emissions standards, and provisions regarding the kind of fuel that can be burnt. In addition, there is now a requirement for the use of noncertified hydronic wood boilers (that were installed prior to May 1, 2017) to be discontinued by 2026 unless they meet an 80 metre setback requirement from a property line. However, the SFB DAR does not stipulate a similar requirement for existing noncertified wood stoves.

Given that SFB DAR does not require discontinuation of existing noncertified wood stoves, the potential for ongoing exposure to elevated PM_{2.5} will continue in many communities. And, while wood smoke air pollution receives most attention in valley communities, it also contributes to poor air quality in localized areas where wood source space heating is used by one or more households within a neighbourhood or where backyard burning is permitted.

Local governments are uniquely positioned to lower PM_{2.5} emissions, improve air quality and thus achieve better health outcomes by addressing gaps not covered in SFB DAR. There are a number of ways to effect change, such as:

1. Update and/or implement air quality bylaws that afford more stringent controls on the type and use of wood burning appliances, such as requiring the replacement of existing noncertified appliances. This is currently being done at the local level through bylaws in several communities on Vancouver Island.
2. Offer incentive programs that support wood alternative heating sources. A program that focuses on exchanging woodstoves for alternative heating methods, such as heat pumps, will achieve more substantial improvements than one that focuses on exchanging a noncertified woodstove for a certified one. The provincial [Wood Stove Exchange Program](#) can be utilized. It offers higher incentives for cleaner heating options and has made heat pumps eligible.
3. Social marketing and educational campaigns that provide awareness to local residents about the health effects smoke due to wood smoke, from residential home heating, open and backyard burning.
4. Implement bylaws that restrict backyard burning, including limitations on materials, setbacks and time periods. Most Vancouver Island local municipalities and regional districts currently have bylaws in place to address backyard burning, many of which include seasonal burning bans. Existing bylaws can be further strengthened to include burning restrictions year round in places where people live.

We encourage council to consider adopting one or more of these strategies. Island Health appreciates any opportunity to engage with municipalities with respect to initiatives that lead to health outcome improvements. For further discussion around air quality please contact us at HBE@viha.ca.

Yours in Health,



Charmaine Enns, MD, MHSc, FRCPC
Medical Health Officer

cc: Earle Plain, Air Quality Meteorologist, Nanaimo, Ministry of Environment

**MINUTES
DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
3:00 PM MONDAY APRIL 15, 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 John Tidbury (Chair), Leightan Wishart, Janet Dorward

Staff: Allison McCarrick, CAO, Recording Secretary, Susan Bjarnason

Also Present: Mayor Dennis Dugas

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

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA AS AMENDED

Moved/Seconded/Carried

THAT the Operational Services Committee agenda of April 15, 2019 be accepted as amended.

OPS 2019-008
AGENDA APR
15/19 AMENDED

C. ADOPTION OF MINUTES

Minutes of the Operational Services Committee meeting held March 18, 2019.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee held March 18, 2019 be accepted.

OPS 2019-009
MINUTES MAR
18/19 ACCEPTED

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items Review and Update.
Action items were reviewed.

ACTION ITEMS

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Pitch in Week date changed noted by Chair.
2. Emergency Generator
 - Allison McCarrick, CAO noted that an RFP will be sent out and it is in progress.
 - Councilor Wishart asked for it to be put on the Action Item List.
3. 3 Lift Station Generators
 - Allison McCarrick, CAO noted that this is completed but we are waiting for a commissioning date.
 - Councilor Wishart asked for it to be put on the Action Item List.

OPS 2019-010
EMERGENCY
GENERATOR

OPS 2019-011
LIFT STATION
GENERATORS

STAFF REPORTS

H. STAFF REPORTS

1. Lost at Sea Memorial

- Lost at Sea Memorial dedication discussed.
- Will coincide with Oceans Day.
- Allison McCarrick, CAO will have Public Works discuss itinerary with the Chamber of Commerce manager.
- First Nations members to be invited.

I. COMMITTEE MEMBER REPORTS

None in agenda package.

J. NEXT MEETING DATE: May 20, 2019.

K. ADJOURNMENT

OPS 2019-012
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 3:15 pm.



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: April 23, 2019
TO: Mayor and Councillors
FROM: Lynda Sowerby, Director of Finance
RE: **District of Port Hardy Tax Rates Bylaw No. 1095-2019**

PURPOSE

To set the tax rates required to generate the property taxes identified in the 2019 Financial Plan for the District of Port Hardy, and requisitions received from Vancouver Island Regional Library, the Mount Waddington Regional District and Hospital District.

POLICY

As required by the Community Charter, the tax rates bylaw must be adopted by May 15th each year.

ANALYSIS

The tax rates bylaw provides the authority to levy taxes for the District of Port Hardy, Mount Waddington Regional District, Mount Waddington Hospital District and the Vancouver Island Regional Library.

Schedule A on page 3 of Bylaw 1095-2019 (attached);

Column A – the General Municipal rate is calculated to generate tax revenue that equals the dollar amount established and adopted in the District of Port Hardy Financial Plan 2019– 2023 Bylaw No. 1074-2018. The levy for 2019 is \$3,051,261. The levy for 2018 was \$2,909,562.

Column B – the Vancouver Island Regional Library rate is calculated on a levy imposed by the VIRL. The levy for 2019 is \$144,262. The levy for 2018 was \$154,069.

Column C – the Regional District rate is calculated on a levy imposed by the Regional District of Mount Waddington. The levy for 2019 is \$425,341. The levy for 2018 was \$394,097.

Column D - the Regional Hospital District rate is calculated on a levy imposed by the Mount Waddington Regional District. The levy for 2019 is \$147,382. The levy for 2018 was \$140,203.

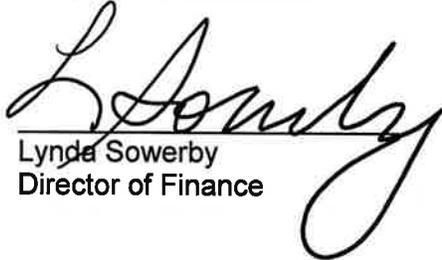
FINANCIAL IMPLICATIONS

The 2019 Tax Rates Bylaw No. 1095-2019 sets the tax rates for each property class so the levies can be calculated based on each properties assessment value. The levies for the Municipal taxes have been established in the 2019 – 2023 Financial Plan. The District calculates the other tax levies based on the tax requisition received from the other taxing authorities.

STAFF RECOMMENDATION

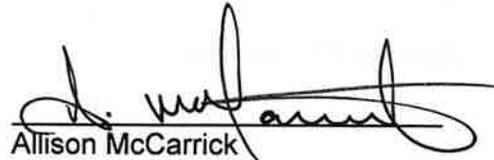
"THAT Council gives 1st, 2nd and 3rd readings to the District of Port Hardy Annual Tax Rates Bylaw 1095-2019."

Respectfully submitted,



Lynda Sowerby
Director of Finance

I agree with the recommendation.



Allison McCarrick
Chief Administrative Officer



DISTRICT OF PORT HARDY

BYLAW NO. 1095- 2019

A Bylaw to Set the 2019 Annual Tax Rates

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Community Charter*.

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

1. Title

This Bylaw may be cited as the “District of Port Hardy Annual Tax Rates Bylaw No. 1095-2019”.

2. Definition

“Collector” means the person duly appointed as such from time to time by Council, and includes all persons appointed or designated by the Collector to act on her behalf.

3. Tax Rates for General and Debt - Municipal Purposes

Tax rates for all lawful general and debt purposes, as shown in column ‘A’ of Schedule ‘A’ attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown on the Real Property Tax Roll for general municipal purposes for the District of Port Hardy for 2019.

4. Tax Rates for the Vancouver Island Regional Library

Tax rates for the payment of the Vancouver Island Regional Library requisition, as shown in column ‘B’ of Schedule ‘A’ attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the Real Property Tax Roll for general municipal purposes for the District of Port Hardy for 2019.

5. Tax Rates for the Regional District of Mount Waddington

Tax rates for the payment of the Regional District of Mount Waddington requisition, as shown in column ‘C’ of Schedule ‘A’ attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the District of Port Hardy for 2019.

6. Tax Rate for the Regional District of Mount Waddington Hospital District

Tax rates for the payment of the Mount Waddington Regional Hospital District requisition, as shown in column ‘D’ of Schedule ‘A’ attached hereto and forming part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and according to their assessed value as shown upon the Real Property Tax Roll for the District of Port Hardy for 2019.

7. Rates and Taxes Payable

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable by 4:30 p.m., July 2, 2019 to the Collector at the Municipal Hall, Port Hardy, BC.

8. Penalties

Upon the 3rd day of July, 2019, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and improvement as shown upon the Real Property Tax Roll of the District for 2019:

Ten (10) percent of the amount unpaid as of the 3rd day of July, 2019.

9. Supplementary Tax Rolls

- (a) Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.
- (b) Where Supplementary Tax Notices are sent before the 1st day of June 2019, penalties shall be added as set out in Section 8 of this Bylaw.
- (c) Where Supplementary Tax Notices are sent after the 1st day of June, 2019, ten (10) percent shall be added on any amount unpaid after thirty (30) days.

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.

Original signed by:

Director of Corporate Services

Mayor

Certified to be a true copy of
District of Port Hardy Bylaw No.1095-2019
Annual Tax Rate Bylaw for the Year 2019

Director of Corporate Services

District of Port Hardy
Schedule "A" of
Bylaw No. 1095-2019

		A	B	C	D
Class	Property	General Municipal and Debt	Vancouver Island Regional Library	Regional District	Regional Hospital District
1	Residential	5.442738	0.257330	0.895080	0.310148
2	Utilities	49.750950	2.352198	3.132780	1.085518
5	Light Industrial	29.255672	1.383193	3.043272	1.054503
6	Business	19.472337	0.920642	2.192946	0.759863
7	Managed Forest	37.168335	1.757299	2.685240	0.930444
8	Recreation/Non-Profit	5.703776	0.269672	0.895080	0.310148