



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY APRIL 9, 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 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

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 March 26, 2019.	
	Motion.	1. 2.
3 – 6	2. Minutes of the Regular Meeting of Council held March 26, 2019.	
	Motion.	1. 2.
7	3. Minutes of the Special Council Meeting held March 26, 2019.	
	Motion.	1. 2.
8 – 11	4. Minutes of the Public Hearing held April 3, 2019.	
	Motion.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	None.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
12 – 14	1. Council Action Items. For information.	
	F. NEW BUSINESS	
	1. Recommendation from the Committee of the Whole meeting held March 26, 2019.	
	<i>Recommended:</i>	
	<i>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.</i>	
	Motion.	1. 2.
	G. CORRESPONDENCE	
15	1. Hon. Claire Trevena, MLA North Island re: Request for support to Hon. Minister Selina Robinson. For Information.	
16 – 17	2. Hon. Claire Trevena, MLA North Island re: Meeting request to Hon. Minister Selina Robinson and Hon. Minister Doug Donaldson. For information.	
18	3. Immigrant Welcome Centre Support Letter re: Request for Support.	
	Motion.	1. 2.
19 – 20	4. FILOMI Days Committee re: Requisition Letters.	

- 21 – 22 Motion. 1. 2.
5. District of Kitimat re: Request for Local Governments to Support the Coalition of Riders Educating Youth.

- 23 Motion. 1. 2.
6. Stan Wamiss re: Request for Travel Support Letter.

Motion. 1. 2.

H. COUNCIL REPORTS

1. Verbal Reports from Council members.

I. COMMITTEE REPORTS

- 24-25 1. Minutes of the Operations Services Committee meeting held March 18, 2019. For information. Recommendations previously adopted.

- 26-27 2. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held March 20, 2019. For information.

Recommendations:

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.

Motion. 1. 2.

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

Motion. 1. 2.

- 28-30 3. Minutes of the Emergency Planning Committee meeting held March 25, 2019. For information.

J. STAFF REPORTS

- 31-32 1. Cheque Listing Report. For information.

- 33 2. Heather Nelson-Smith, Director of Corporate Services re: CP4.3 Firefighters' Training Standards.

Motion. 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

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

- 35-36 2. Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013. For second, third and final adoption.

Motion. 1. 2.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

April 15th, 2019 12:00 pm Special Meeting of Council
April 15th, 2019 3:00 pm Operational Services Committee Meeting
April 17th, 2019 3:00 pm Parks, Recreation, Arts & Culture Committee
April 18th, 2019 11:30 am-1:30 pm Brown Bag Lunch Rendezvous Place North Island Mall
April 23rd, 2019 6:30 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 29th, 2019 12:00 pm Bear Smart Port Hardy

N. NOTICE OF IN CAMERA MEETING

April 15th, 2019 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

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 MARCH 26, 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, Treena Smith and John Tidbury

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

REGRETS: Councillor Janet Dorward, Fred Robertson, Leightan Wishart, Abbas Farahbakhsh, Director of Operational Services

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 6:02 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 March 26, 2019 be accepted as presented.

C. STAFF REPORT

1. Heather Nelson-Smith, Director of Corporate Services re: Sign Bylaw Update.

Moved/Seconded/Carried

THAT Council review the Sign Bylaw update regarding Sandwich boards at an available Committee of the Whole for fulsome Council discussion.

2. Heather Nelson-Smith, Director of Corporate Services re: Seniors Supportive Housing Land Request.
 - District of Port Hardy would still have control over the property into the future.
 - Covenants on the lease for only the operation of seniors supportive housing.
 - Social Procurement requirements in the lease.
 - A portion of the property to be leased.
 - Environmental requirements.

Moved/Seconded/Carried

THAT the Committee of the Whole recommends to Council that 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.

COW 2019-014
APPROVAL OF
COW MAR 26/19
AGENDA AS
PRESENTED

COW 2019-015
ITEM TABLED

COW 2019-016
LONG TERM
LEASE
RECOMMEND-
ATION

COW 2019-017
ADJOURNMENT

D. ADJOURNMENT

Moved

THAT the Committee of the Whole adjourn.

Time: 6:32 pm

CORRECT

APPROVED

DIRECTOR
OF CORPORATE SERVICES

MAYOR

**MINUTES
DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
HELD TUESDAY MARCH 26, 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, Treena Smith and John Tidbury

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

REGRETS: Councillors Janet Dorward, Fred Robertson, Leighton Wishart, Abbas Farahbakhsh, Director of Operational Services

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

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 March 26, 2019 be adopted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Committee of the Whole Meeting held March 12, 2019.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole Meeting held March 12, 2019 be accepted.

2. Minutes of the Regular Meeting of Council held March 12, 2019.

Moved/Seconded/Carried

THAT the minutes of the Regular Meeting of Council held March 12, 2019 be accepted.

3. Minutes of the Special Council Meeting held March 12, 2019.

Moved/Seconded/Carried

THAT the minutes of the Special Council Meeting held March 12, 2019 be accepted.

D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

Don Kattler – Ministry of Children and Family Development re: Poverty Statistics and Low Income Recreational Pass Program.

Presentation Included:

- Acknowledgement of Traditional Territory of the Kwakiutl people.
- World health organization has declared that poverty is the largest contributor to the detriment of health.
- Opportunities to improve the health of the people of Port Hardy.
- Opportunity for the District to play an important role in poverty reduction.

2019-066
AGENDA REGULAR
COUNCIL MEETING
MAR 26/19 AS
PRESENTED

2019-067
COMMITTEE OF THE
WHOLE MEETING
MINUTES MAR 12/19
ACCEPTED

2019-068
REGULAR COUNCIL
MEETING MINUTES
MAR 12/19 ACCEPTED

2019-069
SPECIAL COUNCIL
MEETING MINUTES
MAR 12/19 ACCEPTED

DON KATTLER
DELEGATION

- Statistics include Port Hardy and do not include neighbouring communities.
- Myth that most people in poverty are collecting social assistance.
- Review of statistics against the average in Canada.
- Port Hardy child poverty rate is second highest in British Columbia.
- Mayor and Council not focus on the statistics, but discuss opportunities that are rooted in empathy.
- Present an opportunity for a low-income recreation pass program to remove barriers.
- Recognize that Parks, Recreation, Arts and Culture initiative to provide free swimming to all but there is a benefit to providing access on a regular basis to those with lower income.
- Proof of income is required, and this encourages those to file tax returns which allows communities to access funding.
- Recognize the poverty reduction strategy of the North Island.
- Shared effort across all levels of government.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Council action items were received for information.

F. NEW BUSINESS

No new business.

G. CORRESPONDENCE

1. Association of Vancouver Island and Coastal Communities Letter was received for information.
2. 2017 CEPF: Emergency Social Services (Program Enhancement: Storage Container, Supplies & Training) was received for information.
3. 2019 Pacific Coastal Airlines 2019 Summer Schedule was received for information.
4. North Island College Receives Kwak'waka Name was received for information.

Councillor Tidbury left the meeting at 7:23 pm declaring conflict of Interest

5. FILOMI Days Committee re: Requisition Letters.

Quorum lost, next item was presented to Council, FILOMI Days request will be forwarded to the next Council meeting of April 9, 2019.

Councillor Tidbury returned to the meeting at 7:32 pm.

6. Port Hardy Youth Soccer re: Soccer Field Aeration.

Moved/Seconded/Carried

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.

ACTION ITEMS

CONFLICT OF INTEREST

QUORUM LOST

2019-070
PHYS DONATION

COUNCIL REPORTS

H. COUNCIL REPORTS

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

I. COMMITTEE REPORTS

1. Minutes of the Bear Smart Port Hardy Committee meeting held March 14, 2019 were received for information.
2. Minutes of the First Nations Relations Committee meeting held March 12, 2019 were received for information.
 - a) Heather Nelson-Smith, Director of Corporate Services re: Review of Items from First Nations Relations Committee was received for information.
3. Recommendation from the Operational Services Committee meeting held March 18, 2019.

Recommendation:

A) THAT the District of Port Hardy sign up for Pitch in Week.

B) THAT "Pick up Garbage" with Council on April 24th from 1 to 3 pm at Stink Creek Park be advertised.

2019-071
PITCH IN WEEK

Moved/Seconded/Carried

THAT the District of Port Hardy sign up for Pitch in Week.

2019-072
PICK UP GARBAGE
WITH COUNCIL APRIL
25

Moved/Seconded/Carried

AND FURTHER THAT "Pick up Garbage" with Council on April 25th from 1 to 3 pm at Stink Creek Park be advertised.

J. STAFF REPORTS

1. Allison McCarrick, Chief Administrative Officer re: Coastal Communities Social Procurement Initiative Membership.

2019-073
CCSPI
TERMS OF
REFERENCE/ANNUAL
EXPEND/APPOINTMENT

Moved/Seconded/Carried

THAT the District of Port Hardy Council adopts the Terms of Reference for the Coastal Community Social Procurement Initiative (CCSPI) 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.

2. Lynda Sowerby, Director of Finance re: Fire Department Air Compressor and 22 SCBA Packs, Debt Funding.

2019-074
FIRE DEPT DEBT
FUNDING

Moved/Seconded/Carried

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.

3. Lynda Sowerby, Director of Finance re: Alternate Approval Process – Air Compressor and 22 SCBA Packs.

Moved/Seconded/Carried

2019-075
FIRE DEPT AAP

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.

4. Lynda Sowerby, Director of Finance re: CP1.12 Council Mobile Device Policy.

Moved/Seconded/Carried

2019-076
CP1.12 COUNCIL
MOBILE POLICY

THAT Council approve policy CP1.12 Council Mobile Device Policy.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1093-2019 A Bylaw to Amend Open Burning and Smoke Control Bylaw No. 15-2012. For adoption.

Moved/Seconded/Carried

2019-077
BYLAW 1093-2019
ADOPTION

THAT Bylaw 1093-2019 A Bylaw to Amend Open Burning and Smoke Control Bylaw No. 15-2012 be adopted.

2. Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013 adopted.

Moved/Seconded/Carried

2019-078
BYLAW 1094-2019 FOR
1st READING

THAT Bylaw 1094-2019 A Bylaw to Amend Zoning Bylaw No. 1010-2013 be read a first time.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

Information and announcements were received for information.

N. NOTICE OF IN CAMERA MEETING

None.

O. ADJOURNMENT

Moved

2019-079
ADJOURNMENT

THAT the meeting be adjourned.

Time 8:02 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY MARCH 26, 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

ALSO PRESENT: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Financial Services; Abbas Farahbakhsh, Director of Operations

REGRETS: None

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 5:30 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 March 26, 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 1((e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

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: 5:59 pm

CORRECT
Original signed by;

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

SC2019-013
AGENDA
MAR 26/19
ACCEPTED
AS
PRESENTED

SC2019-014
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90 1 (e)

SC2019-015
ADJOURNED

**MINUTES OF THE DISTRICT OF PORT HARDY
PUBLIC HEARING HELD APRIL 3, 2019
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**



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

PRESENT: Councillors Pat Corbett-Labatt, Janet Dorward and John Tidbury (Chair)

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

MEDIA: North Island Gazette MEMBERS OF THE PUBLIC: three

Councillor Tidbury called the Public Hearing to order at 1:00 pm and acknowledged that the hearing is being held on the Traditional Territory of the Kwakiutl people.

Councillor Tidbury advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Amendment Bylaw No. 1094-2019. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

Councillor Tidbury advised that notice of this public hearing was published in the North Island Gazette on March 20th, 2019 and the North Island Eagle on March 29th, 2019 it was posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, B.C. A notice was mailed to the owners of 5 properties within 50 metres of the subject property and the notice was posted on the District website, facebook and twitter.

Councillor Tidbury indicated that all persons who believe that their interests are affected by proposed bylaw No. 1094-2019 will be given an opportunity to be heard respecting matters contained in the Bylaw.

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

The purpose of the application is to change the zone for the property legally described as Lot A, Section 23, Township 6, Rupert District Plan VIP63928, PID 023-532-840, 4030 Byng Road from C-2 Service Commercial to C-5 Tourist Commercial which will permit the following uses:

- (a) The following principal uses are permitted:
 - (1) Campground
 - (2) Hotel
 - (3) Tourist Cabin

- (b) The following accessory uses are permitted:
 - (1) Accessory Buildings and Structures (see section 3.9)
 - (2) Caretaker Dwelling
 - (3) Licenced Premises
 - (4) Restaurant
 - (5) Retails Sales

The Director of Corporate Services read one written comment received.

Lilian Meerveld, Byng Road

Re: rezoning application by Airport Inn 0729408 BC LTD for 4030 Byng Road

I am writing to you because I am unable to attend the hearing as I work during the day, and in the evenings, I work for the applicant.

I am opposed to the District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1094-2019, as it would strongly affect my interests. I have an agreement with the owner to purchase the property right next door, where I currently reside. My enjoyment and the value of the adjacent property will be adversely affected:

1. Trees have already been cleared prior to approval of this application. Within weeks of the clearing, several trees blew down across my fence, damaging my yard and risking injury to my animals and myself. There was no prior blow down in the 2 years I have lived here, despite much more severe storms. I believe the applicant's clearing left the trees behind my property vulnerable to blow down.

2. At this time of the year, I hear a chorus the frogs put on each night as they wake up after the winter's frost. With RV generators next door, the constant hum will be unpleasant compared to the quiet summer nights that I have experienced in the back yard. In the summer months, the noise is already louder with the hotel guests being outside on hot summer nights, socializing etc. If there is an RV park, this will be twice as loud, and will keep my granddaughter and I awake on summer nights.

3. I walk my dogs daily around the airport and down to the beach. There is already a serious problem with trash, including beer cans littered on the airport beach. Last year I took two garbage cans full of garbage just from one area. If this re-zoning for an RV park is approved then the numbers of beach users will be much increased, and there will be more garbage, beer cans, and fires left burning.

4. My future property's market value will be negatively impacted with an RV park next-door.

I am all for Port Hardy having more tourism, but not at the expense of the one quiet and peaceful area left in Port Hardy. Therefore, I object to the rezoning of the property and would like it left as is.

Councillor Tidbury called for a first time for speakers.

Stan McLennan, Byng Road

Questions regarding the airport flight path and the trees adjacent to the property he owns and the Airport Inn property. He was surprised to learn that the Airport Inn owned as much property as they do. He also commented that the trees referred to in the letter are not originating from the Airport Inn property.

Jeff Munroe, on behalf or the Kwakiutl First Nation

Concerned about an adjacent creek and environmental impacts.

Councillor Tidbury called for a second time for speakers.

Jeff Munroe, on behalf of the Kwakiutl First Nation

Mentioned that the Kwakiutl First Nation is not opposed to the development, just wants to ensure the preservation of the natural environment.

Councillor Tidbury called for a third time for speakers.

No comments.

Councilor Tidbury notified those in attendance that all written submissions should be submitted by 6:00 pm in order to be considered as part of the record of the Public Hearing. Council members cannot discuss matters relating to the public hearing after the public hearing is closed.

Councillor Tidbury called for a final time for speakers and submission to the proposed amendment Bylaw 1094-2019.

No comments.

No written submissions were received at this time.

The Public Hearing was adjourned at 1:14 pm to reconvene at 6:00 pm.

Councillor Tidbury reopened the Public Hearing at 6:00 pm and acknowledged that the hearing is being held on the Traditional Territory of the Kwakiutl people.

Councillor Tidbury advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Amendment Bylaw No. 1094-2019. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

Councillor Tidbury advised that notice of this public hearing was published in the North Island Gazette on March 20th, 2019 and the North Island Eagle on March 29th, 2019 it was posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, B.C. A notice was mailed to the owners of 5 properties within 50 metres of the subject property and the notice was posted on the District website, facebook and twitter.

Councillor Tidbury indicated that all persons who believe that their interests are affected by proposed bylaw No. 1094-2019 will be given an opportunity to be heard respecting matters contained in the Bylaw.

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

The purpose of the application is to change the zone for the property legally described as Lot A, Section 23, Township 6, Rupert District Plan VIP63928, PID 023-532-840, 4030 Byng Road from C-2 Service Commercial to C-5 Tourist Commercial which will permit the following uses:

(c) The following principal uses are permitted:

- (1) Campground
- (2) Hotel
- (3) Tourist Cabin

(d) The following accessory uses are permitted:

- (1) Accessory Buildings and Structures (see section 3.9)
- (2) Caretaker Dwelling
- (3) Licenced Premises
- (4) Restaurant
- (5) Retails Sales

No further written submissions were received.

Councillor Tidbury called for a first time for speakers.

Stan McLennan, Byng Road

Looking for answers regarding the lot known as 4050 Byng Road and was hoping the owners would be at the hearing to discuss their intentions. The ownership of the property behind 4050 and 4060 Byng Road is owned by the Airport and is preserved for the flight path and wanted to know if they (the Airport) should be responsible for the fallen trees. He indicated that there is a creek that runs along the back of all the Byng Road properties and 20 years ago there was an unemployment program to clean the streams, which was indicated as a fish bearing stream. Hoping the government will step in to clean up the creek.

He indicated that he had no issues with the zone change and if there is an issue with the noise from the hotel, well that's what hotels do.

Councillor Tidbury called for a second time for speakers.

No comments.

Councillor Tidbury called for a third time for speakers.

No comments.

Councillor Tidbury called for a final time for speakers and submission to the proposed amendment Bylaw 1094-2019.

None received.

Councilor Tidbury notified those in attendance that any written submissions received after the close of the public hearing would be reviewed by staff but would not be considered by Council in the process of making their decision regarding bylaw 1094-2019. The Council members cannot discuss matters relating to the Public Hearing after the Public Hearing is closed. At any time after the close of this Public Hearing the Council may make a final decision regarding Bylaw 1094-2019 without any further notice.

Councillor Tidbury closed the public hearing at 6:18 pm.

CERTIFIED CORRECT:

DIRECTOR
OF CORPORATE SERVICES

COUNCILLOR

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	
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	
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	
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	
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	
THAT Council approve policy CP1.12 Council Mobile Device Policy.	Policy Manual update and follow up	LB	

ITEM	ACTION REGULAR MEETING March 12, 2019	WHO	STATUS /COMMENTS
<p>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.</p>	<p>Find location settle on license of occupation</p>	<p>HNS AF</p>	<p>In progress</p>
ITEM	ACTION REGULAR MEETING February 12, 2019	WHO	STATUS /COMMENTS
<p>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.</p>	<p>Prepare Staff report</p>	<p>HNS</p>	<p>COW March 26</p>
<p>THAT Council support the staff recommendation to move forward with the required steps to rezone 4030 Byng Road from C-2 Service Commercial to C-5 Tourist Commercial.</p>	<p>Prepare for rezoning</p>	<p>HNS</p>	<p>Public Hearing April 3</p>
<p>THAT Council consider amending Sign Regulation Bylaw No.1036-2014 with further discussion regarding regulations for permitting sandwich boards in residential zones at a future Committee of the Whole meeting.</p>	<p>Staff report on upcoming COW</p>	<p>HNS</p>	<p>COW March 26</p>
ITEM	ACTION REGULAR MEETING January 8, 2019	WHO	STATUS /COMMENTS
<p>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.</p>	<p>Prepare survey</p>	<p>HNS</p>	<p>Early Spring</p>
ITEM	ACTION REGULAR MEETING August 14, 2018	WHO	STATUS /COMMENTS
<p>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></p>	<p>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</p>	<p>HN-S</p>	<p>Early Spring</p>

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>



25, March 2019

Hon. Selina Robinson
Minister of Municipal Affairs and Housing
Room 310 Parliament Buildings
Victoria, BC
V8V 1X4

Hon. Claire Trevena, MLA
North Island

COPY

Dear Minister Robinson,

As you know many small communities rely on their arenas as both the social heart of place as well as a service which can help attract people to the region. Understandably many were very concerned with the ammonia leak in Fernie and have been working to address the situation for their own arenas.

Port Hardy has had to buy a new chiller for the ice at its arena. It needed to make the purchase immediately and saw that the cost of buying such equipment has increased in line with the increased demand.

Port Hardy's bill is approximately \$300,000 – a large amount for a small community. And because the community had to make the purchase immediately it was not able to apply for any grant.

I am sure Port Hardy is not alone. Is there any funding envelope that the community can access to ensure that its arena meets the contemporary safety standards prescribed?

I very much look forward to hearing from you.

Yours sincerely,



Hon. Claire Trevena, MLA

cc Mayor Dennis Dugas, Port Hardy

North Island Constituency Office

908 Island Highway
Campbell River BC V9W 2C3
T 250-287-5100 F 250-287-5105
Toll Free 1-866-387-5100

Legislative Office

Parliament Buildings
Victoria BC V8V 1X4
T 250-387-1978 F 250-356-2290
Claire.Trevena.MLA@leg.bc.ca 15



25, March 2019

Hon. Claire Trevena, MLA
North Island

Hon. Selina Robinson
Minister of Municipal Affairs and Housing
Room 310 Parliament Buildings
Victoria, BC
V8V 1X4

COPY

Hon. Doug Donaldson
Minister of Forests, Lands,
Natural Resource Operations and Rural Development
Room 248 Parliament Buildings
Victoria, BC
V8V 1X4

Dear Minister Robinson and Minister Donaldson,

The Northern Capital Planning funding was widely welcomed by communities in the north of the province. But those elsewhere felt that they had been sidelined.

North Island communities have been dealing with transition from vibrant resource communities for many years; their tax base is low, the infrastructure needs repair and replacement, and access to the sort of monies provided to northern communities would be welcomed.

Further the communities continue to see extraction of resources – whether logs harvested or gravel quarried – without a real return to them.

These communities have many ideas and many needs. I would ask that we could organize a meeting with you with about how to make rural development a reality. I would hope that such a meeting could include elected representatives of North Island communities as well as First Nations.

...2

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Claire.Trevena.MLA@leg.bc.ca 16

I would be very happy to discuss this with you further and hope that we can make the meeting happen.

Yours sincerely,



Hon. Claire Trevena, MLA

cc: Kevin Cameron, Mayor Port Alice
Gaby Wickstrom, Mayor Port McNeill
Dennis Dugas, Mayor Port Hardy
Dennis Buchanan, Mayor Alert Bay
Michele Babchuk, SRD Chair
Chief Paddy Walkus, Chief and Council Gwa'sala-'Nakwaxda'xw FN
Chief Tom Nelson, Chief and Council Quatsino FN
Chief Ross Hunt, Chief and Council Kwakiutl FN
Chief Don Svanvik, Chief and Council 'Namgis FN



District of Port Hardy

7360 Columbia Street ♦ PO Box 68

Port Hardy BC V0N 2P0 Canada

Telephone: (250) 949-6665 ♦ Fax (250) 949-7433

Email: general@porthardy.ca ♦ www.porthardy.ca



March 28, 2019

Our File: 230-Misc

Dear Mr. Brennan,

This letter is a confirmation of our long term organizational support for the Multicultural and Immigrant Services Association of North Vancouver Island (MISA), known locally as the Immigrant Welcome Centre.

MISA has been instrumental in developing and providing services, programs and events that assist newcomers and their families as they adapt to our community and life in Canada. Local organizations also benefit from the education and support services that MISA provides to help us better understand, serve and connect with the immigrant population.

The District of Port Hardy is pleased to work with MISA. Immigrants can be a particularly vulnerable sector of our population and MISA helps us reach out and connect with these families to help them succeed and thrive in our community. We have partnered to create skill building and engaging programs to promote inclusion of immigrants.

We appreciate the opportunity to collaborate with MISA on the following programs, services and events:

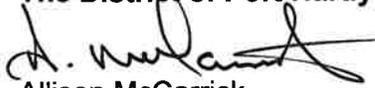
As a community facing workforce recruitment and retention issues, the services provided by MISA are integral to meeting some of those needs. The District of Port Hardy is pleased to work with MISA. We appreciate the opportunity to collaborate and support MISA on the following:

- Integration of immigrants into the community including employment services
- Connect MISA to community volunteer organizations
- Provide MISA with any information that would assist community connections for newcomers

From these programs, the participants are given the opportunity to become engaged in the community through social and institutional networking, skills building and communicating. An excellent example of these benefits can be seen through the growth in accessing Library services such as, checking out books, using computers, and feeling comfortable with asking Library professionals for assistance.

As a result of all our combined efforts, our communities grow into a more welcoming and inclusive environment that enriches all of our lives. We look forward to continuing our joint community development efforts.

Sincerely,
The District of Port Hardy


Allison McCarrick,
CAO



**FILOMI Days Committee
P.O. Box 914
Port Hardy, BC
V0N 2P0**

March 19, 2019

Filomi Days July 19th-21st, 2019

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

Dear Mayor and Council:

Subsequent to the previously submitted request letter dated March 18,2019 please be advised that we would like to withdraw the request of Porta-Potties from the list. The Filomi Days Committee will make arrangements for these on its own.

Sincerely,

Darren Arnett
Filomi Days Committee



**FILOMI Days Committee
P.O. Box 914
Port Hardy, BC
V0N 2P0**

March 18, 2019

Filomi Days July 19th-21st, 2019

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

Dear Mayor and Council:

On behalf of the Filomi Days Society I would like to make the following requests regarding Filomi Days.

We are requesting the following road closures

- A road closure on Market Street from the corner of Hastings to the corner of HWY 19 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 1:00pm to 3:30pm.

We also request:

- The use of Rotary-Carrot Park for the three (3) days along with the water and power connections
- Additional Porta Potties for the site – six (6) Porta Potties
- Barricades for the parade route
- The use of more garbage cans for the sidewalk and roadway
- Plastic gloves, garbage bags and garbage picker sticks
- A notice on the recreation sign
- That the Fireworks be allowed to be discharged.

We are looking forward to another exciting and fun-filled weekend with our Filomi Days Celebration. We appreciate all the support we receive from the District every year.

Sincerely,

Darren Arnett
Filomi Days Committee

March 25, 2019



District of Kitimat
270 City Centre
Kitimat, British Columbia
Canada V8C 2H7

Phone 250.632.8900
Fax 250.632.4995

Dear Mayor and Council

VIA EMAIL

On March 3, 2005, a motorcycle accident occurred that would forever change the life of Ms. Denise Lodge. Her 21-year old son Corey bought his first motorcycle, a high speed 1000cc racing sport bike. He wrote his learners license on the same day. In less than 24 hours he was involved in a fatal accident on the Malahat Highway. Unable to navigate the turn, the worst possible outcome was realized.

From this fateful event grew a movement affectionately known as The Coalition of Riders Educating Youth (C.O.R.E.Y). This alliance was organized by a mother who vowed to change an outdated system of motorcycle laws in an effort to advance motorcycle safety initiatives. Over the past 14 years C.O.R.E.Y has been working with the Government asking for them to give New Riders the Skills to have a safe ride.

In 2016, C.O.R.E.Y started working with the RCMP and RoadSafetyBC, presenting to over 7,900 Grade 9 – 12 high school students in Northern and Central BC. The interactive discussion brings full awareness of motorcycles to the new drivers as half of the deaths occur because the driver of the other vehicle does not see the motorcyclist. To further highlight the need of this program a recent statistic from the coroner indicates that there were thirty (30) motorcyclist deaths from January to July 2018. This is a 114% increase over the number of motorcyclist deaths occurring from January to July 2017.

At the 2016 UBCM Conference the following resolution was submitted by the District, and adopted by the North Central Local Government Association at the conference in Dawson Creek. Due to time constraints the resolution was not considered by the UBCM membership; however, it was endorsed post-conference by the UBCM Community Safety Committee:

Graduated Licensing for Motorcycles

DISTRICT OF KITIMAT

WHEREAS many changes and improvements have occurred regarding the operation of motorcycles including: increased fines for dangerous behavior while riding, mandatory approved helmet laws, and new seating regulations which require that the passenger's feet must remain on the foot pegs to prevent children who are too small from riding as passengers;

AND WHEREAS motorcycles make up three per cent of BC's insured vehicles, yet they are involved in approximately eleven per cent of all road fatalities:

THEREFORE BE IT RESOLVED that the Provincial Government implement the final phase of the graduated licensing program for motorcycles including power restrictions and mandatory training.

As the program has not yet been implemented, The District of Kitimat Mayor and Council are requesting letters of support be written to the Province to finalize and implement the Graduated Licensing Program for Motorcycles (GLP-M), including Power Restrictions and Mandatory Training.

We ask that letters of support be forwarded to:

Honourable Mike Farnworth, MLA
pssg.minister@gov.bc.ca

CoreySafe Society
coreysafe@outlook.com

Sincerely,

A handwritten signature in black ink that reads "Phillip Germuth". The signature is written in a cursive style with a large initial 'P'.

Mayor Phillip Germuth
District of Kitimat

February 22, 2019

To Whom It May Concern:

Please accept this letter as a request for a donation to a Reconciliation effort to support Residential School Survivors.

Between the 1870's and 1996, the Federal government funded church run Indian Residential Schools. These schools removed children from their families, and institutionalized them. Many were abused in every conceivable manner. All lost out on nurturing relationships with parents, and connection to family and community. The legacies of these schools are still with us. Dr. Peter Henderson Bryce was the medical inspector of the schools, and he reported to Indian Affairs that many schools had death rates of up to 50%. Many children never returned home to their families – due to their deaths, or the disconnection from family from years of being away and the impacts of abuse.

In the spirit of Reconciliation and healing for those children who never returned home, I am coordinating this event to bring Nancy Wamiss, my wife, back home to her family in Kitimat, BC. The purpose is to reconnect her to her family, honour her as a representative of those survivors who never returned home, and who has been on their healing journey. While we both battled our demons from our experiences, Nancy is a healthy, culturally involved, and supportive Elder, who now teaches children. She represents not only a survivor, but as a model of healing. This event uses her example to support all survivors with a message of hope.

We are travelling by Ferry and bus charter to her home community, and will hold a community event to honour her with speeches, and demonstrate to her community the work she has done through a cultural presentation.

We have previously organized healing gatherings for Residential School survivors, and funded it ourselves, supported with private donations. We are seeking support to do the same process, and your support would be greatly appreciated.

I can be contacted at (250) 230-4511.

Thank you for your consideration of this request.

A handwritten signature in black ink that reads "Stan Wamiss". The signature is written in a cursive, slightly slanted style.

Stan Wamiss

**MINUTES
DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
3:00 PM MONDAY MARCH 18, 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), Janet Dorward, Leighton Wishart

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

Also Present: Mayor Dennis Dugas

A. CALL TO ORDER

Councillor Tidbury called the meeting to order at 3:01 pm.

B. APPROVAL OF AGENDA AS PRESENTED

OPS 2019-005
AGENDA MAR 18/19
ADOPTED

Moved/Seconded/Carried

THAT the Operational Services Committee agenda of March 18, 2019 be adopted.

C. ADOPTION OF MINUTES

Minutes of the Operational Services Committee meeting held February 4, 2019.

OPS 2019-006
MINUTES FEB 4/19
ACCEPTED

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee held February 4, 2019 be accepted.

D. DELEGATIONS

No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

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

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Pitch in Week.

Discussion Included:

- Pitch in up to \$500.00 in funding
- DPH has vests and picks
- Will purchase gloves and bags

OPS 2019-007
PITCH IN WEEK
RECOMMENDATIONS

Moved/Seconded/Carried

- 1) THAT DPH sign up for pitch in week
- 2) THAT "Pick up Garbage" with Council on April 24th from 1 pm to 3 pm at Stink Creek Park be advertised.

STAFF REPORTS

H. STAFF REPORTS

1. Port Hardy Harbour Report January 2019.
 - The Port Hardy Harbour Report for January was reviewed.
 2. Port Hardy Harbour Report February 2019.
 - The Port Hardy Harbour Report for February 2019 was reviewed.
- Harbour Reports discussion included:
- DPH janitorial services, single supplier? ACME.
 - Small Craft Harbour contribution total end of March.
3. Port Hardy Water Operations Report January 2019.
 - The Port Hardy Water Operations Report January 2019 was reviewed.
 4. Port Hardy Water Operations Report February 2019.
 - The Port Hardy Water Operations Report February 2019 was reviewed.

Water Operation Reports discussion included:

- Crews have completed a large amount of leak repairs.

Additional OPS discussion included:

- Councillor Tidbury commented on the 30km/hr signage on Beaver Harbour Road by the Legion and Fire Hall 1.
- Abbas indicated that due to the soccer field Transport regulations warrant the 30km/hr posting.
- Civic Centre signage muster station signage was discussed.

I. COMMITTEE MEMBER REPORTS

None in agenda package.

J. NEXT MEETING DATE: April 15, 2019

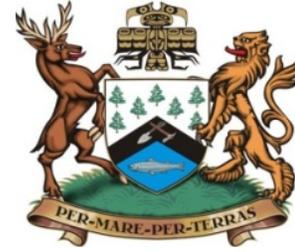
K. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 3:32 pm

OPS 2019-008
ADJOURNMENT

**MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
HELD WEDNESDAY MARCH 20, 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) Pat Corbett-Labatt, John Tidbury (for Janet Dorward)

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

A. CALL TO ORDER

Councillor Robertson called the meeting to order at 3:01 pm.

B. APPROVAL OF AGENDA AS PRESENTED

Addendum New Business- Youth Soccer Late Grant in aid request.

PRAC 2019-009
ADOPTION OF
AGENDA MAR 20/19

Moved/Seconded/Carried

THAT the Parks, Recreation, Arts and Culture Committee agenda of March 20, 2019 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held February 20, 2019.

PRAC 2019-010
MINUTES FEB 20/19

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts and Culture Committee meeting held February 20, 2019 be accepted as presented.

D. DELEGATIONS

None.

ACTION ITEMS

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action Items.

Cycle Paths
Discussion to be referred to OCP discussion.

Frisbee Golf
Remove from the action items and consider new recreational director to complete a survey.

Murals on Seacan
No correspondence from artist.

WFP involvement in Ballfield upgrades
Allison to follow up with Alex McMillan on community involvement initiatives.

Terry Fox Run
Table for later if the Committee wants to recommend to Council to either host the event or the Chamber to host the event.

Possible future triathlon event.

RECIPROCAL AGREEMENT	Civic Centre use To discuss at the next meeting.
PRAC 2019-011 SHUFFLEBOARD BUDGET RECOMMENDATION	2. Reciprocal Agreement- Community Use of School Facilities. Once we have staff in place initiate a broad discussion with the school board to ensure the reciprocal agreement is benefitting the community and the school. 3. Shuffle Board Report 2019 Moved/Seconded/Carried THAT the Committee recommends to Council 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.
ADDENDUM PHYS LATE GRANT IN AID REQUEST	4. ADDENDUM Late Grant in Aid In Kind Request The request was to aerate the school field. Abbas is working on an estimate to complete the works. This item is already scheduled for the upcoming Council agenda.
	F. CORRESPONDENCE
	None.
	G. NEW BUSINESS
	H. COUNCIL / COMMITTEE REPORTS
	Parks staff have done a great job on the gardens in front of the Civic Centre.
PRAC 2019-012 STAFF RECOGNITION	Moved/Seconded/Carried THAT the committee recommends to Council that the District Parks Staff Be given public recognition for their outstanding efforts at the Recreation Centre in advance of the provincials.
	Smoking around the entrance of the Recreation Centre was discussed. Possible remedies included more signage, removing the ashtray and creating a painted 'Green Zone' around the entrances.
	I. NEXT MEETING DATE: April 17, 2019 3:00 pm
	J. ADJOURNMENT
PRAC 2019-013 ADJOURNMENT	Moved THAT the meeting be adjourned. Time: 4:00 pm.

**MINUTES
DISTRICT OF PORT HARDY
EMERGENCY PLANNING COMMITTEE
12:00 PM MONDAY MARCH 25, 2019
MUNICIPAL HALL 7360 COLUMBIA STREET**



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

Committee Members: Bob Hawkins, DPH Emergency Coordinator (Acting Chair)
Mike McCulley, Deputy Emergency Coordinator, DPH; Bob Swain, Emergency Coordinator, Gwa'sala-'Nakwaxda'xw Nations; Wes Olsen, S/Sgt. RCMP;

Also Present: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Louisa Bates, Confidential Secretary; Courtenay Bransfield, EPC RDMW

Regrets: Leightan Wishart, Councillor DPH (Chair); John Tidbury, Councillor DPH (Vice Chair); Vince Case, Prosperity Fuels; Brent Borg Fire Chief, Port Hardy Fire Rescue; Gavin Texmo, Deputy Fire Chief; Gary Jackson, Save on Foods; Anika Kelly, Harbour Manager; Norma Hemphill, ESS Director; Karla Broadfoot, ESS Deputy Emergency Coordinator; Nat Pottage, BC Ambulance Service

A. CALL TO ORDER

Acting Chair Bob Hawkins called the meeting to order.

Time: 12:05 pm

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the March 25, 2019 Emergency Committee agenda be accepted as presented.

C. ADOPTION OF MINUTES

Moved/Seconded/Carried

THAT the minutes of the Emergency Planning Committee meeting held January 28, 2019 be accepted as presented.

D. DELEGATIONS

No Delegations.

E. BUSINESS ARISING / UNFINISHED BUSINESS

1. Review and Update of Action Items

Action items were reviewed and discussed.

Action Item

Mike McCulley to email Ian Foss, EMBC re: Ammonia Leak

Wes Olsen, S/Sgt RCMP arrived 12:07 pm

2. Emergency Preparedness Week, May 7 – 12, 2019

Discussion included:

- Public Education Session to be held May 11, 2019
- Overview of venue.
- Participation of RDMW confirmed.
- Display demonstration emergency kits.
- Provide sample supplies and giveaways.
- EMBC brochures and checklists.

EPC 2019-007
ADOPTION OF THE
AGENDA

EPC 2019-008
MINUTES JAN 28/19
ACCEPTED

ACTION ITEMS

EMERGENCY
PREPAREDNESS
WEEK

NIREPC
MEETING

3. North Island Regional Emergency Preparedness Meeting March 14, 2019

Discussion included:

- Goletas emergency training exercise to be held on September 25th, 2019.
- Expectations and participation of local ESS, District of Port Hardy roles and responsibilities, required DPH facilities (wharf and civic centre), transportation and accommodation arrangements.
- Planning meeting to be held May 7 – 8, 2019, Bob Hawkins to participate.
- CCG to present more information about exercise at the next NIREPC meeting as well as at May 27, 2019 EPC meeting.
- Discussion of exercise logistics, scope, scale and timeline – more information required.

Action Item

Courtney Bransfield obtain more information about event timeline and scope.

F. CORRESPONDENCE

No correspondence in agenda package.

G. NEW BUSINESS

1. Ammonia Incident March 8, 2019

Discussion included:

- Incident overview - Ammonia sensor alarm didn't sound as ammonia level threshold was not reached.
- Prompt action taken by District staff to evacuate the arena and civic centre facilities.
- Leak determined to be result of faulty valve which has since been replaced.
- Response and communication protocols, concerns surrounding number of available staff to evacuate facilities if full.
- Committee to consider whether to change the Ammonia Leak Emergency Procedure to first call 911, challenges if emergency response services are previously engaged with another call.
- Discussion of additional signage outlining emergency procedures and designated muster points.
- Discussion of practice sessions for user groups to dry run evacuation procedures.

Action Item

DPH staff to continue to look into requirements of Technical Safety BC and Worksafe BC.

Report of 2nd Ammonia incident on March 23, 2019

- Overview of incident, cause and response.
- Only one staff member on site.
- Compressors shutdown, aeration system effective.
- Incident linked to faulty gasket, looking into replacement.

2. Dates of Interest:

April 18, 2019	Introduction to ESS – Bob Swain – Registration full
May 16, 2019	ESS Training – Bob Swain – Space available
June 10 – 11, 2019	EOC Essentials – Courtney Bransfield – Details TBD

AMMONIA INCIDENT
REPORTS

H. NEXT MEETING DATES: May 27, 2019

Bimonthly meeting – last Monday of month, Noon at Municipal Hall

I. ADJOURNMENT

EPC 2019-009
ADJOURNMENT

Moved
THAT the meeting adjourn.

Time: 1:03 pm

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
012592	06/03/2019	00044	ACKLANDS - GRAINGER INC.	32.30	
012593	06/03/2019	02514	Alsco	240.06	
012594	06/03/2019	00829	ANA'S HARDY CLEAN	2,709.00	
012595	06/03/2019	01836	ARIES SECURITY LTD.	4,090.80	
012596	06/03/2019	01805	BUSY B'S DISTRIBUTING	80.71	
012597	06/03/2019	00018	CANADIAN RED CROSS	74.90	
012598	06/03/2019	03000	Canamix Processing Syste	11.30	
012599	06/03/2019	03435	Cloverdale Paint Inc.	7,799.70	
012600	06/03/2019	01433	COMOX PACIFIC EXPRESS LT	601.48	
012601	06/03/2019	02822	CORIX WATER PRODUCTS LP	1,659.38	
012602	06/03/2019	01476	DOR-TEC SECURITY LTD.	138.30	
012603	06/03/2019	03440	IZCO Technology Solution	1,389.02	
012604	06/03/2019	03047	KEN HOUGHTON CONTRACTING	913.50	
012605	06/03/2019	03636	KIMBERLEY KUFAAS PHOTOGR	500.00	
012606	06/03/2019	00069	MACANDALE'S	5,835.99	
012607	06/03/2019	03556	MATSQUI AG-REPAIR	167.46	
012608	06/03/2019	03059	MAXXAM ANALYTICS	1,293.66	
012609	06/03/2019	01777	MCCARRICK, ALLISON	153.00	
012610	06/03/2019	03668	MEB CONSTRUCTION	1,000.00	
012611	06/03/2019	00014	MINISTER OF FINANCE	1,650.00	
012612	06/03/2019	00033	NAPA AUTO PARTS/N.I. IND	1,358.19	
012613	06/03/2019	03390	O'Reilly, Kathy	141.75	
012614	06/03/2019	00075	O.K. TIRE STORE (PORT HA	653.82	
012615	06/03/2019	00281	PARKLAND REFINING (B.C.)	3,297.80	
012616	06/03/2019	00406	PORT HARDY FIREFIGHTERS	11,587.00	
012617	06/03/2019	00769	Praxair Distribution	992.70	
012618	06/03/2019	00080	PUROLATOR INC.	409.54	
012619	06/03/2019	00107	RECEIVER GENERAL FOR CAN	28,590.44	
012620	06/03/2019	00187	REGIONAL DISTRICT OF MT	3,179.78	
012621	06/03/2019	02935	Roper Greyell LLP	271.60	
012622	06/03/2019	03174	Schantz, Robert	98.10	
012623	06/03/2019	00253	Shaw Cable	140.34	
012624	06/03/2019	02424	Team Aquatic Supplies Lt	863.78	
012625	06/03/2019	03550	TELMATIK	370.57	
012626	06/03/2019	00957	TOURISM VANCOUVER ISLAND	1,050.00	
012627	06/03/2019	00477	U.B.C.M.	3,208.10	
012628	14/03/2019	00044	ACKLANDS - GRAINGER INC.	272.67	
012629	14/03/2019	02514	Alsco	120.03	
012630	14/03/2019	01836	ARIES SECURITY LTD.	12,048.75	
012631	14/03/2019	02271	BAILEY WESTERN STAR TRUC	264.71	
012632	14/03/2019	02188	D/T BLASTING LTD.	840.00	
012633	14/03/2019	02916	GE INTELLIGENT PLATFORMS	5,521.71	
012634	14/03/2019	02860	Grove-Crossman Equipment	406.56	
012635	14/03/2019	00052	HARDY BUILDERS' SUPPLY	84.13	
012636	14/03/2019	03440	IZCO Technology Solution	688.80	
012637	14/03/2019	01167	JUST RITE PRECISION SHAR	268.80	
012638	14/03/2019	02761	Lidstone & Company	228.48	
012639	14/03/2019	00669	LIFESAVING SOCIETY, THE	411.40	
012640	14/03/2019	03672	MACIVER, LEIF	500.00	
012641	14/03/2019	03533	NORTH ISLAND PUMPS	1,073.36	
012642	14/03/2019	02006	NORTH ISLAND TRACTOR	498.26	
012643	14/03/2019	00075	O.K. TIRE STORE (PORT HA	221.16	
012644	14/03/2019	02749	Orach Enterprises Ltd.	3,154.81	
012645	14/03/2019	00281	PARKLAND REFINING (B.C.)	1,178.89	
012646	14/03/2019	03210	Renuable Resources Ltd.	392.00	
012647	14/03/2019	01990	ROAD RANGER FREIGHT/0702	43.15	
012648	14/03/2019	03625	SOUND SOLUTIONS (2002) I	235.77	
012649	14/03/2019	03345	SPARTAN CONTROLS	2,213.12	
012650	14/03/2019	00113	STRYKER ELECTRONICS LTD.	6,766.10	
012651	14/03/2019	02923	The Flag Shop - Victoria	1,766.69	
012652	14/03/2019	00089	THE HOBBY NOOK	240.78	
012653	14/03/2019	03264	Unitech Construction Man	262.13	
012654	14/03/2019	03558	WEST COAST PROPANE	3,338.57	
012655	21/03/2019	00044	ACKLANDS - GRAINGER INC.	197.80	
012656	21/03/2019	00437	ACME SUPPLIES LTD.	857.46	
012657	21/03/2019	02514	Alsco	120.03	
012658	21/03/2019	01836	ARIES SECURITY LTD.	808.50	
012659	21/03/2019	02271	BAILEY WESTERN STAR TRUC	325.06	
012660	21/03/2019	00018	CANADIAN RED CROSS	30.00	
012661	21/03/2019	03678	CARSON ROOFING LTD	11,614.68	
012662	21/03/2019	02762	Cleartech Industries Inc	19,793.71	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
012663	21/03/2019	03570	Codfather Charters Ltd.	2,100.00	
012664	21/03/2019	01433	COMOX PACIFIC EXPRESS LT	199.22	
012665	21/03/2019	03642	DYNAMIC RESCUE EQUIPMENT	293.28	
012666	21/03/2019	00099	FOX'S DISPOSAL SERVICES	14,063.87	
012667	21/03/2019	01730	GLEN LYON INN	554.40	
012668	21/03/2019	00052	HARDY BUILDERS' SUPPLY	284.22	
012669	21/03/2019	03516	Innov8 Digital Solutions	1,112.32	
012670	21/03/2019	00065	K & K ELECTRIC LTD.	8,382.51	
012671	21/03/2019	03554	MITCHELL1	2,688.00	
012672	21/03/2019	01645	NORTH ISLAND COMMUNICATI	283.92	
012673	21/03/2019	00526	OPERATING ENGINEERS' BEN	76.44	
012674	21/03/2019	00281	PARKLAND REFINING (B.C.)	742.23	
012675	21/03/2019	03674	PIKA PUMP & COMPRESSOR S	3,528.00	
012676	21/03/2019	00203	Port Hardy & Dist. Chamb	224.70	
012677	21/03/2019	00080	PUROLATOR INC.	346.61	
012678	21/03/2019	02152	QUINSAM COMMUNICATIONS G	25.21	
012679	21/03/2019	00107	RECEIVER GENERAL FOR CAN	24,639.00	
012680	21/03/2019	00187	REGIONAL DISTRICT OF MT	5,010.82	
012681	21/03/2019	03174	Schantz, Robert	196.20	
012682	21/03/2019	00843	SHARE CANADA	519.97	
012683	21/03/2019	00151	SOCAN	33.68	
012684	21/03/2019	02203	Stantec Consulting Ltd.	8,206.19	
012685	21/03/2019	00160	TELUS	5,385.45	
012686	21/03/2019	00161	TELUS MOBILITY (BC)	897.96	
012687	21/03/2019	00011	Tidbury, John	44.69	
012688	21/03/2019	03558	WEST COAST PROPANE	5,562.15	
012689	21/03/2019	03525	WOLVEN I.T. SERVICES	988.37	
012690	28/03/2019	00044	ACKLANDS - GRAINGER INC.	83.21	
012691	28/03/2019	00047	B.C. HYDRO (Minister of	62,611.90	
012692	28/03/2019	03679	BENJAMIN WEBSTER	38,745.00	
012693	28/03/2019	02207	Blanchard Security	44.63	
012694	28/03/2019	03680	DYCK, LESLIE	1,400.00	
012695	28/03/2019	00099	FOX'S DISPOSAL SERVICES	8,840.05	
012696	28/03/2019	00058	GUILLEVIN INTERNATIONAL	1,838.92	
012697	28/03/2019	00063	HOME HARDWARE BUILDING C	29.19	
012698	28/03/2019	02606	ISLAND COMMUNICATIONS LT	112.50	
012699	28/03/2019	00065	K & K ELECTRIC LTD.	171.15	
012700	28/03/2019	00105	NORTH ISLAND MECHANICAL	124.95	
012701	28/03/2019	00217	ORKIN CANADA CORPORATION	108.68	
012702	28/03/2019	00013	PACIFIC BLUE CROSS	11,916.18	
012703	28/03/2019	00281	PARKLAND REFINING (B.C.)	1,297.16	
012704	28/03/2019	03558	WEST COAST PROPANE	102.25	
Total:				377,157.32	

*** End of Report ***



DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCL POLICY
SPECIFIC EMPLOYEES

FIREFIGHTERS' TRAINING STANDARDS

POLICY # CP4.3

Approved: _____

Page 1 of 1

[British Columbia Fire Service Minimum Training Standards- Structure Firefighters Competency and Training Playbook \(referred to as 'The Playbook'\)](#)

The District of Port Hardy Council has passed Bylaw 16-2011 Fire Department Establishment and Procedures. Section 5.2 sets the minimum service level of firefighting to Exterior Operations.

The District of Port Hardy Council authorizes the training of Fire Fighting Personnel to an Interior Service Level and authorizes the Fire Chief to ensure that the administration of competencies is properly maintained for each Firefighter.

The Authority to evaluate and decide on the type of attack, interior v. exterior, shall be the decision of the Incident Commander who will base their decision on the competencies of the attending department personnel, type of incident and response time to the incident.



**DISTRICT OF PORT HARDY
 BYLAW 1092-2019
 A BYLAW FOR DISTRICT OF PORT HARDY
 USER RATES AND FEES AMENDMENT FOR 2019**

WHEREAS the Council considers it desirable to amend 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 Amendment Bylaw No. 1092-2019".
2. ENACTMENT
 - (a) This bylaw is in effect on adoption.
3. SCHEDULES
 - (a) Schedule D of Bylaw 1090-2018 is hereby amended by adding the following

5. Residential maintenance service operators permit	Rates
Commercial maintenance service operators permit allowing the operator to dispose of yard waste removed from residential property, at the waste bin located at the Public Works Yard.	
Residential property, for the purpose of this permit fee, is defined in Administration Policy AP 5.5.	
Annual permit fee	\$ 250.00

Read a First time on the 26th day of February, 2019.

Read a Second time on the 26th day of February, 2019.

Read a Third time on the 26th day of February, 2019.

Adopted on the ____ day of _____, 2019.

 Director of Corporate Services

 Mayor

 Certified a true copy of
 Bylaw No.1092-2019
 as adopted.
 Director of Corporate Services



DISTRICT OF PORT HARDY

BYLAW NO. 1094-2019

A Bylaw to Amend Zoning Bylaw No. 1010-2013

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Zoning Bylaw No. 1010-2013;

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

PART 1 CITATION

1.1 This bylaw may be cited for all purposes as the "District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1094-2019".

PART 2 AMENDMENTS

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

- a) Rezone Lot A, Section 23, Township 6, Rupert District Plan VIP63928 PID 023-532-840 from C-2 Service Commercial to C-5 Tourist Commercial as shown on Schedule "A" attached to and forming part of this bylaw.
- b) Schedule C: Zoning Map – East is amended by changing the applicable zone of the property legally described as Lot A, Section 23, Township 6, Rupert District Plan VIP63928 PID 023-532-840 known by civic address 4030 Byng Road to C-5 Tourist Commercial.

PART 3 SEVERABILITY

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

Read a first time the 26th day of March, 2019.

Public Hearing held the 3rd day of April, 2019.

Read a second time the _____ day of _____, 2019.

Read a third time the _____ day of _____, 2019.

Adopted on the _____ day of _____, 2019.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1094-2019 as adopted.

Director of Corporate Services

SCHEDULE "A" TO BYLAW NO. 1094-2019

