



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM TUESDAY MAY 28, 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
Louisa Bates, Confidential Secretary

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY MAY 28, 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 May 14, 2019. | |
| | Motion. | 1. 2. |
| 3-6 | 2. Minutes of the Regular Meeting of Council held May 14, 2019. | |
| | Motion. | 1. 2. |
| 7 | 3. Minutes of the Special Meeting of Council held May 14, 2019. | |
| | Motion. | 1. 2. |
| | D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL | |
| 8-9 | 1. George Ewald, Port Hardy Christian Fellowship/Providence Place re: Tax Status. | |
| | 2. George Ewald, Port Hardy Christian Fellowship/Providence Place re: Community Outreach. | |
| | E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS | |
| 10-12 | 1. Council Action Items. For information. | |
| 13 | 2. Pride Day Proclamation. | |
| | Motion. | 1. 2. |
| | 3. Recognition to Port Hardy volunteer fire fighter. | |
| | Motion. | 1. 2. |
| | F. NEW BUSINESS | |
| | None in agenda package. | |
| | G. CORRESPONDENCE | |
| 14-16 | 1. Union of BC Municipalities re: 2019 Resolutions. For information. | |
| 17 | 2. Regional District of Mount Waddington re: DFO West Coast Emergency Towing Needs Assessment. For information. | |
| 18 | 3. Elizabeth Aman-Hume, Port Hardy Chamber of Commerce re: June 2019 Events, VanIsle 360 Welcome Reception & Dinner and Oceans Day Celebrations. | |
| | Motion. | 1. 2. |

H. COUNCIL REPORTS

1. Verbal Reports from Council members.

I. COMMITTEE REPORTS

- 19-20 1. Minutes of the Port Hardy Bear Smart Committee meeting held April 29, 2019. For information.
- 21-22 2. Minutes of the Port Hardy Bear Smart Committee meeting held May 13, 2019. For information.
- 23-24 3. Minutes of the First Nations Relations Committee meeting held May 14, 2019. For information.
- 25-26 4. Minutes of the Parks, Recreation, Arts, and Culture meeting held May 15, 2019.

Recommendations from the Parks, Recreation, Arts and Culture Committee meeting held May 15, 2019:

- a) *THAT the committee recommends to Council that proposal be made to Western Forest Products requesting them to perform upgrades to the Beaver Harbour Park ballfields as per the report provided by Lees and Associates.*

Motion. 1. 2.

- 27-28 b) *THAT the committee recommends to Council withdraw the National Health and Fitness Day June 1st proclamation and replace it with the British Columbia Recreation and Parks Association June is Recreation and Parks Month AND THAT a budget of three hundred for events be set.*

Motion. 1. 2.

J. STAFF REPORTS

- 29-30 1. Allison McCarrick, Chief Administration Officer re: Housing Needs Report Project.

Motion. 1. 2.

Motion. 1. 2.

- 31-32 2. Lynda Sowerby, Director of Finance re: Climate Action Revenue Incentive Program 2018 Report.

- a) Backup Information: Climate Action Revenue Incentive Program 2018 Report.

33-47 Motion. 1. 2.

- 48-49 3. Heather Nelson-Smith, Director of Corporate Services re: Cannabis Retailer Request for Amendment to Zoning Regulation 1010-2013.

- 51 a) Background Information. Colin Fowler, North Island College re: Non-medical cannabis retail license; Thunderbird Mall.

Motion. 1. 2.

52

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1096-2019 A bylaw to amend User Rates and Fees for 2019, Bylaw 1090-2018. For adoption.

Motion. 1. 2.

L. PENDING BYLAWS

None in agenda package.

M. INFORMATION AND ANNOUNCEMENTS

| | | |
|------------------------------|---------|--|
| June 11 th , 2019 | 3:30 pm | First Nations Relations Committee. |
| June 11 th , 2019 | 6:30 pm | Committee of the Whole. |
| June 11 th , 2019 | 7:00 pm | Regular Council Meeting. |
| June 17 th , 2019 | 3:00 pm | Operational Services Committee. |
| June 19 th , 2019 | 3:00 pm | Parks, Recreation, Arts and Culture Committee. |
| June 21 st , 2019 | 7:00 pm | National Indigenous Peoples Day. |

N. NOTICE OF IN CAMERA MEETING

June 11th, 2019 6:00 pm *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 MAY 14, 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, Fred Robertson, Treena Smith, John Tidbury and Leightan Wishart

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

REGRETS: None

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 6:03 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 May 14, 2019 be accepted as presented.

C. DELEGATIONS

1. David Mitchell and Riley Zimmerman, Community Futures.

Presentation included:

- An overview of the role of Community Futures in supporting businesses across the region.
- Operating for 27 years on the North Island.
- Economic impact, investing in a diverse scope of projects with a wide range of financing.
- Operates on financing with competitive interest rates on loans + flexible repayment options.
- Review of services and supports Community Futures provides, assistance with business plan, budgeting, repayment plans, accounting workshops and skills training opportunities.

Discussion included:

- Ability to accept slightly higher risk proposals.
- Low default rates.
- Involvement in schools across Northern Vancouver Island introducing youth to basic entrepreneurship.
- Community Futures looking to increase support for local indigenous businesses and start-ups, also seeking First Nations representation on Board of Directors.

Council thanked the delegates.

COW 2019-024
APPROVAL OF
COW MAY 14/19
AGENDA AS
PRESENTED

| | | |
|-----------------------------|--|----------------|
| COW 2019-025 ADJOURNMENT | E. ADJOURNMENT | |
| | Moved THAT the Committee of the Whole adjourn. | Time: 6:58 pm |
| | CORRECT | APPROVED |
| | _____ DIRECTOR OF CORPORATE SERVICES | _____ MAYOR |

**MINUTES
DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
HELD TUESDAY MAY 14, 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, Fred Robertson, Treena Smith, John Tidbury and Leightan Wishart

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

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 7:01 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 May 14, 2019 be adopted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Committee of the Whole Meeting held April 23, 2019.

Moved/Seconded/Carried

THAT the minutes of the Committee of the Whole Meeting held April 23, 2019 be accepted.

2. Minutes of the Regular Meeting of Council held April 23, 2019.

Moved/Seconded/Carried

THAT the minutes of the Regular Meeting of Council held April 23, 2019 be accepted.

3. Minutes of the Special Council Meeting held May 7, 2019.

Moved/Seconded/Carried

THAT the minutes of the Special Council Meeting held May 07, 2019 be accepted.

D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

1. Emergency Management BC Elected Officials Video

Discussion included:

The ability to use the phone alert systems to send emergency messages to members of the community and direct the public to credible information sources, such as a bulletin board or online in the event of an emergency.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Council action items were received for information.

2019-104
AGENDA REGULAR
COUNCIL MEETING
MAY 14/19 AS
PRESENTED

2019-105
COMMITTEE OF
THE WHOLE
MEETING MINUTES
APR 23/19
ACCEPTED

2019-106
REGULAR COUNCIL
MEETING MINUTES
APR 23/19
ACCEPTED

2019-107
SPECIAL COUNCIL
MEETING MINUTES
MAY 07/19
ACCEPTED

ACTION ITEMS

F. NEW BUSINESS

1. Recommendation from the Committee of the Whole Meeting held April 23, 2019.

2019-108
SANDWICH
BOARDS

Moved/Seconded/Carried

THAT sandwich boards be permitted on the property of residential home-based businesses and be limited in size as determined in bylaw 08-2009. AND FURTHER THAT Residences may only have one permitted sign per property.

G. CORRESPONDENCE

1. Natasha Griffiths, North Island Gazette re: Local Heroes Awards.

2019-109
LOCAL HEROES
AWARDS

Moved/Seconded/Carried

THAT Council approve the request by Natasha Griffiths, North Island Gazette for the Local Heroes Awards through in-kind support of 80 chairs, and the podium AND THAT the request for use of the sound system, speakers, amps and microphone be redirected to the Port Hardy Lions Club.

2. Kwakwaka'wakw MMIWG Family Gathering re: Red Dress Display request for support to hang dresses on Market Street.

2019-110
MMIWG RED
DRESS DISPLAY
ON MARKET
STREET

Moved/Seconded/Carried

THAT Council approve the request by Cary-Lee Calder, MMIWG Family Gathering to hang dresses on Market Street. Public works to hang dresses for display on Market street from May 17 – 23rd, 2019.

3. Pride Day Proclamation.

2019-111
PORT HARDY
PRIDE DAY
PROCLAMATION
REFERALL

Moved/Seconded/Carried

THAT consideration of the Pride Day proclamation be tabled for further review and reconsideration at the May 28th, 2019 regular council meeting.

H. COUNCIL REPORTS

COUNCIL REPORTS

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

Councillor Tidbury read a letter addressed to the Port Hardy Fire Chief thanking a Port Hardy volunteer fire fighter for efforts in providing life-saving support during a medical emergency on Highway 19A.

LETTER TO PHVFD
MEMBER

- Staff to write a letter of recognition for services to the volunteer fire fighter whose prompt actions provided life-saving measures.

Councillor Robertson that the BC legislature contained critical discussions regarding the use of old growth forest timber for the Fort Rupert Curling Club roof were noted.

LETTER TO
PARLIAMENT

- Councillor Robertson to write a letter to members of Parliament outlining the economic importance of the old growth forest logging industry and the benefits of its use within the community. To be reviewed by staff and Council.

I. COMMITTEE REPORTS

1. Minutes of the Parks, Recreation, Arts and Culture Committee meeting held April 17, 2019 were received for information.
2. Minutes of the Bear Smart Committee meeting held April 4, 2019 were received for information.

J. STAFF REPORTS

1. Finance Listing Report was received for information.
2. Lynda Sowerby, Director of Finance re: 2018 Statement of Financial Information.

Moved/Seconded/Carried

THAT Council approve the 2018 Statement of Financial Information report.

2019-112
2018 SOFI

3. Lynda Sowerby, Director of Finance re: Fire Hall #1 Overhead Heaters Replacement.

Moved/Seconded/Carried

THAT Council authorize the replacement of two overhead heaters located in the parking bay area of Fire Hall #1 for an amount not to exceed \$11,000 funded from general surplus.

2019-113
FIRE HALL #1
OVERHEAD
HEATERS

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1095-2019 A bylaw to set Tax Rate for 2019. For Adoption.

Moved/Seconded/Carried

THAT Bylaw 1095-2019 A bylaw to set Tax Rate for 2019 be adopted.

2019-114
BYLAW 1095-2019
ADOPTION

2. Bylaw 1096-2019 A Bylaw to amend User Rates and Fees for 2019, Bylaw 1090-2018 for first, second and third readings.

- a) Back up staff report, Lynda Sowerby, Director of Finance re: Bylaw 1096-2019, User Rates and Feeds for 2019 Amendment.

Moved/Seconded/Carried

THAT Council approve the amendment to Bylaw 1090-2018, User Rates and Fees for 2019 as presented.

2019-115
BYLAW 1096-2019
AMENDMENT

Moved/Seconded/Carried

THAT Bylaw 1096-2019 A Bylaw to amend User Rates and Fees for 2019, for first, second and third readings.

2019-116
BYLAW 1096-2019
1st, 2nd, 3rd
READINGS

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

THAT the meeting be adjourned.

Time 8:22 pm

2019-117
ADJOURNMENT

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY MAY 14, 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 Leighton Wishart

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

REGRETS: Abbas Farahbakhsh, Director of Operational Services

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

A. CALL TO ORDER

Mayor Dugas called the meeting to order at 5:32 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA AS PRESENTED

SC2019-019
AGENDA
MAY 14/19
ACCEPTED
AS
PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council May 14, 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(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

SC2019-020
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC 90 1 (M)

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(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

Councillor Tidbury joined the meeting at 5:36 pm.

D. ADJOURNMENT

SC2019-021
ADJOURNED

Moved

THAT the Special Meeting of Council adjourn. Time: 6:20 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

Dear mayor and counsel.

May 21, 2019

We thank you for taking the time to see us and to hear our delegation and its request as representatives of Port Hardy Christian Fellowship and Providence Place.

We are seeking tax debt forgiveness based on what we feel are financial facts that have come to light.

A little about our ministry:

Currently we are housing 30 residents. They are mostly disabled and seniors as that is our housing mandate.

We have done over \$150,000 in benevolent housing since we purchased Providence Place helping people who for various reasons could not help themselves.

We have housed people from the LGBTQ community, Buddhists, atheists

We have housed people after fires took their homes and they had no insurance.

We have housed families, women and men to help them escape domestic violence.

We have housed families when homes were filled with mold and remediation was not quick in coming. One of those was with us over a year as their house was being rebuilt.

We have had senior clients with us for as long as three and a half years until finally admitting them into extended care.

We have given people with social disabilities an opportunity for peace and safety in their lives. Some for the first time ever. One man said it was the first time in 30 years he had his own place. Taking him from the streets to a home. He has since moved into his own apartment after being with us for over a year.

We have run a successful youth emergency housing pilot project for the district of Mt Waddington and VIHA in conjunction with the Crisis Centre.

On top of all that we house advocacy programs, drug and alcohol programs, men's help groups, our youth drop in centre and have hosted governed parental visits for struggling families among many other one off programs and services. Of course we have also had a house of worship and all the ministry that goes along with that.

Along with all that, in the last year and half we have housed the Salvation Army sobering and assessment centre in a shared space partnership.

Providence Place Tax Liability

| | |
|-------|---------|
| 2018 | 16,155 |
| 2017 | 21,199 |
| 2016 | 35,994 |
| 2015 | 29,324 |
| 2014 | 28,735 |
| 2013 | 29,180 |
| 2012 | 26,673 |
| 2011 | 25,990 |
| 2010 | 26,671 |
| 2009 | 22,476 |
| Total | 243,397 |

10 year average 24,340

Last 2 years adjustment average of \$18,677 (since having the proper level of taxation being applied)

10 years at \$18,677 = \$186,770. $\$243,397 - \$186,770 =$ a 10 year overpayment of \$56,627 with interest paid on that @ 6.5% (not including any compound interest) of \$3,680 for a total of \$60,310 overpayment.

This does not include all the compound interest that was overpaid due to this overcharge but would probably take an actuarial to figure out. We are not asking for an adjustment on that interest but for debt forgiveness on what is easily and clearly discerned as an overcharge of tax.

I believe everyone on counsel knows we have never had a pub, lounge, beer and wine store or licensed restaurant since purchasing the hotel in 2009. All the while until the last 2 years we were being assessed by the BC assessment authority and the District of Port Hardy as if we did. It was only upon an extreme over assessment of over half a million dollars, based on our fair market value, that this was found out. This in turn directly affected the taxes levied against us by the District of Port Hardy. That on top of the fact the BC Assessment Authority was not giving us any breaks for the housing we have done and are doing also directly affected our taxes assessed by The District of Port Hardy.

We humbly ask for this debt forgiveness of \$60,310.00 to be forgiven by the District of Port Hardy. The remainder of the outstanding tax debt funds from us in the amount of \$24,974.90 plus applicable interest will be paid by us on or before September 24th, 2019 as per the District of Port Hardy notice of tax default.

Thank you

Sincerely,



George M Ewald

Pastor of Port Hardy Christian Fellowship and manager of Providence Place.

| ITEM | ACTION REGULAR MEETING May 14, 2019 | WHO | STATUS /COMMENTS |
|--|---|------------|---|
| THAT sandwich boards be permitted on the property of residential home-based businesses and be limited in size as determined in bylaw 08-2009. AND FURTHER THAT Residences may only have one permitted sign per property. | Bylaw 08-2009 to be updated. | HNS LB | |
| THAT Council approve the request by Natasha Griffiths, North Island Gazette for the Local Heroes Awards through in-kind support of 80 chairs, and the podium AND THAT the request for use of the sound system, speakers, amps and microphone be redirected to the Port Hardy Lions Club. | Response to NIG informing of Council decision, coordination with Lions to access chairs and podium. | AM | Response completed. |
| THAT Council approve the request by Cary-Lee Calder, MMIWG Family Gathering to hang dresses on Market Street. Public works to hang dresses for display on Market street from May 17 – 23 rd , 2019. | Public Works to hang red dresses on May 17 th on Market Street and remove May 21 st . | PW | In-progress |
| THAT consideration of the Pride Day proclamation be tabled for further review and reconsideration at the May 28 th , 2019 regular council meeting. | Review proclamation, definition, date, and general content. | AM, HNS | Next Regular Council meeting |
| THAT Council direct staff to write a letter of recognition for services to the volunteer fire fighter who' s prompt actions provided life-saving measures. | That a letter be written. | AM | |
| THAT Council direct Councillor Robertson to write an educational letter to members of Parliament outlining the economic importance of the old growth forest logging industry and the benefits of its use within the community. To be reviewed by staff and Council. | That an informational letter be written. Council and Senior staff to review. | C/FR | |
| THAT Council approve the 2018 Statement of Financial Information report. | That the 2018 SOFI be finalized. | LS | Completed |
| THAT Council authorize the replacement of two overhead heaters located in the parking bay area of Fire Hall #1 for an amount not to exceed \$11,000 funded from general surplus. | That the process for the purchase of two overhead heaters for Firehall #1 proceed. | LS BB | In progress |
| THAT Bylaw 1095-2019 A bylaw to set Tax Rate for 2019 be adopted. | That Bylaw 1095-2019 be finalized, signed, sealed and filed. | HNS LB | Completed |
| THAT Council approve the amendment to Bylaw 1090-2018, User Rates and Fees for 2019 as presented. THAT Bylaw 1096-2019 A Bylaw to amend | | LS | To be brought forward for adoption at the next regular council meeting. 10 |

| | | | |
|---|--|------------|---|
| User Rates and Fees for 2019, for first, second and third readings. | | | |
| ITEM | ACTION REGULAR MEETING April 23, 2019 | WHO | STATUS /COMMENTS |
| Delegation Pride Day Proclamation August 17, 2019 | Bring forward to next council meeting for consideration | HNS | May 14, 2019 |
| Charmaine Enns, Medical Health Officer, Island Health re: Air quality related health concerns due to domestic wood burning and back yard burning. | THAT the correspondence from Charmaine Enns, Medical Health Officer, Island Health regarding Air quality related health concerns due to domestic wood burning and back yard burning be tabled to a future Committee of the Whole for further discussion. | | COW June 11, 2019 |
| 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 | Request for legal advice has been submitted. Legal opinion has been received and staff will bring an update to Council at a future meeting. |
| 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 | Added to 2020 Budget list for consideration. |
| THAT Council approve policy CP4.3 Firefighters Training Standards. | Policy manual to be updated | LB | In progress |
| ITEM | ACTION REGULAR MEETING March 26, 2019 | WHO | STATUS /COMMENTS |
| 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 | Completed |
| 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>Contract has been signed Installation in May</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>To be issued week of May 14</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>Issued</p> |
| ITEM | ACTION REGULAR MEETING July 10, 2018 | WHO | STATUS /COMMENTS |
| <p>Hosting future AVICC Convention 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 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.</p> | | <p>Council to discuss further</p> |



District of Port Hardy

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Port Hardy BC V0N 2P0 Canada
Telephone: (250) 949-6665 ♦ Fax (250) 949-7433
Email: general@porthardy.ca ♦ www.porthardy.ca



PROCLAMATION THIRD SATURDAY IN AUGUST “PRIDE DAY PORT HARDY”

- WHEREAS Pride celebrations contribute to a more inclusive and safe community for LGBTQ+ identifying individuals;
- AND WHEREAS Port Hardy Pride exists to foster safety and inclusion for Lesbian, Gay, Bisexual, Trans/Gender Non-Conforming, Two-Spirit and other Gender Sexual Minorities in Port Hardy through events, education and advocacy;
- AND WHEREAS LGBTQ+ individuals contribute significantly to the economic and social development of the District of Port Hardy and the broader Mount Waddington region;
- AND 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 Hall on Pride Day to respect and honour Port Hardy’s LGBTQ+ community;
- AND 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.
- NOW, THEREFORE, I, Dennis Dugas Mayor of Port Hardy, do hereby proclaim the third Saturday in August as Port Hardy Pride Day and encourage all members of the community to take note of, support and participate in this celebration.

Proclaimed Tuesday May 28, 2019

Dennis Dugas, Mayor

May 14, 2019

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



Dear Mayor Dugas:

Re: 2019 Resolutions

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s) received endorsement at the AVICC Spring 2019 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2019 UBCM Convention in September.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Very Best Wishes,

Arjun Singh
UBCM President

Enclosure

Isolation Allowance

Port Hardy

Whereas it is challenging to attract and retain employees in isolated communities because of a lack of full services and the extra cost to obtain these services elsewhere;

And whereas the provincial and federal governments recognize this challenge by providing isolation allowance to their employees:

Therefore be it resolved that the provincial and federal governments provide a tax credit/deduction to all employees living in and around the same communities that those governments recognize with Isolation Allowance.

Convention Decision:

Revenue Sharing

Port Hardy

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

And whereas the communities adjoining these lands provide services including parks, recreation and roads for the companies and employees and gain no apportionment of the revenue collected for providing these services:

Therefore be it resolved that the AVICC lobby the Province of British Columbia to consider revenue sharing of royalties and taxes with municipalities that provide services to those industries benefitting from the services of the adjoining municipalities.

Convention Decision:



Regional District of Mount Waddington

PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: www.rdmw.bc.ca Email: info@rdmw.bc.ca

File No. 310.01/8700.01

May 22, 2019

DFO.CCG.OPP.Towing-GCC.PPO.Remorquage.MPO@dfo-mpo.gc.ca

Dear Sirs,

I am writing on behalf of the Regional District of Mount Waddington to offer comments on the recently released report from TC/CCG/DFO entitled "West Coast Emergency Towing Needs Assessment".

The RDMW encompasses the northern portion of Vancouver Island and both the inner and outer coast of the area is exposed to grounding and potential pollution from stricken vessels. This report is very timely, and we fully support the recommendation for additional emergency towing capacity based in the region.

The report provides evidence that the Salish Sea and the Strait of Juan de Fuca is well served by existing emergency towing capacity, either by commercial tugs of opportunity in the area or by dedicated assets at Neah Bay in Washington State. This capacity is likely to be augmented by the planned deployment of emergency towing and pollution management facilities associated with the completion of the Tans Mountain Pipeline project.

There are numerous comments in the report that reinforce the need for rapid deployment to emergency situations to realize successful resolution of incidents. Port Hardy is uniquely positioned to address this key factor and is the only location that can offer quick access to both the central coast and the northeastern coast of Vancouver Island. The advantages of establishing a home port for an emergency towing vessel at Port Hardy is further enhanced by the recently announced addition of the CCGS Pachena Bay to the existing Port Hardy Coast Guard facility and the opportunity to build on the existing infrastructure.

We appreciate the opportunity to comment on this report and look forward to future developments on the deployment of emergency towing vessels.

Yours Sincerely

Andrew Hory, Chairman

Regional District of Mount Waddington

Cc: Mayor Dennis Dugas, District of Port Hardy
Rachel Blaney, MP, North Island – Powell River



INCORPORATED JUNE 13, 1966

MUNICIPALITIES: VILLAGE OF ALERT BAY, VILLAGE OF PORT ALICE, DISTRICT OF PORT HARDY, TOWN OF PORT MCNEILL
ELECTORAL AREAS: "A" (BROUGHTON ARCHIPELAGO, SOINTULA / MALCOLM ISLAND, MAINLAND); "B" (COAL HARBOUR, HOLBERG, QUATSINO, WINTER HARBOUR);
"C" (FORT RUPERT, HYDE CREEK, TSULQUATE); "D" (CORMORANT ISLAND, TELEGRAPH COVE, WOSS)



May 23, 2019

District of Port Hardy
7360 Columbia St.
Box 68, Port Hardy, BC V0N 2P0

RE: VANISLE 360 WELCOME RECEPTION & DINNER
OCEANS DAY CELEBRATIONS

Dear Mayor Dennis Dugas & Council,

The Port Hardy Chamber of Commerce is pleased to present two noteworthy events during the first week of June.

VANISLE 360 WELCOME RECEPTION & DINNER - THURSDAY, JUNE 6

We have over 300 confirmed guests (VanIsle 360 race participants) and the 'by invitation' event will start at 3pm and end at 5pm. Mars concession is catering the meal and we will have live entertainment.

OCEANS DAY CELEBRATIONS - FRIDAY, JUNE 7

We have over 300 school children confirmed to attend and experience an array of educational ocean related activities. The event begins at 9am and finishes at 3pm.

Set up will begin at 9am on June 6th, tear down and clean up will be completed by 5pm on June 7th. We will have tents set up for the VanIsle event that will be left overnight on June 6th as we will need the same tents early the next morning.

To ensure the success of these events we respectfully make the following request:

- ✓ Permission to use Carrot Park behind and around the Visitor Centre Building for both events
- ✓ Permission to use the seawall for escorted shore walks on June 7
- ✓ Use of barricade equipment to close off the Visitor Centre parking lot from 9am on June 6
- ✓ A trash dumpster delivered the morning of June 6 with trash pick up on Friday after 3pm.

Thank you for your support, and we look forward to seeing you there!

Sincerely,

Elizabeth Aman-Hume
Executive Director

Box 249-7250 Market Street, Port Hardy, BC V0N 2P0
Tel: 250-949-7622 manager@porthardychamber.com www.porthardychamber.com

**MINUTES OF THE
BEAR SMART PORT HARDY
COMMITTEE MEETING
MONDAY APRIL 29, 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



-
- PRESENT:** Sarah Salter (Chair), Bonnie Bergeron, Candy Nomeland and Councillor Treena Smith
- STAFF:** Heather Nelson-Smith, Director of Corporate and Development Services
- REGRETS:** Patrick Lemieux and Rachel Tam
-

BSPH 2019-006
APPROVAL OF
AGENDA

A. CALL TO ORDER

Chair Sarah Salter called to order at 12:02 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda of the Bear Smart Port Hardy Committee meeting of April 29, 2019 be accepted.

C. ADOPTION OF MINUTES

1. Minutes April 4, 2019

BSPH 2019-007
MINUTES APR 4/19
ACCEPTED AS
PRESENTED

Moved/Seconded/Carried

THAT the minutes of the Bear Smart Meeting held April 4, 2019 be accepted as presented.

D. CORRESPONDENCE

None

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

The action items were reviewed.

The committee requested that the budget be added to the action items for ongoing review.

ACTION- School outreach- Bonnie will go to the schools and see if there is a venue in which the committee could present.

ACTION- Presentation materials will be added to the next agenda for review.

ACTION- Wildsafe reporting website (WARP) to be distributed to the Committee members for sign up.

F. NEW BUSINESS

1. Door Hanger

Door hanger has yet to be finalized with a proof.

2. Upcoming Events Oceans Day

Committee members Bonnie and Candy are available for a couple of hours for Oceans Day.

ACTION- Price out magnets vs. clings for information to hand out at events. Also look to see if more metal keychains can be sourced.

G. NEXT MEETING DATE: Monday May 13, 2019 at noon.

H. ADJOURNMENT

Moved

THAT we adjourn.

Time: 12:54 pm

BSPH 2019-008
ADJOURNMENT

**MINUTES OF THE
BEAR SMART PORT HARDY
COMMITTEE MEETING
MONDAY MAY 13, 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



-
- PRESENT:** Sarah Salter (Chair), Bonnie Bergeron (via Skype), Rachel Tam, Amy Krull and Councillor Treena Smith
- STAFF:** Heather Nelson-Smith, Director of Corporate and Development Services
- REGRETS:** Patrick Lemieux and Candy Nomeland
-

BSPH 2019-009
APPROVAL OF
AGENDA

A. CALL TO ORDER

Chair Sarah Salter called to order at 12:02 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda of the Bear Smart Port Hardy Committee of May 13, 2019 be accepted.

C. ADOPTION OF MINUTES

1. Minutes April 29, 2019

BSPH 2019-010
MINUTES APR 29/19
ACCEPTED AS
PRESENTED

Moved/Seconded/Carried

THAT the minutes of the Bear Smart Meeting held April 29, 2019 be accepted as presented.

D. CORRESPONDENCE

None

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items

Bonnie provided an update with the outreach to schools. Schools are eager to have presentations.

ACTION: Bonnie will let schools know we are preparing for the first week of June.

ACTION: Heather will edit presentation for ease of use and committee will bring ideas to next meeting on what should be included.

ACTION: Heather to get swag and create picture tests.

F. NEW BUSINESS

1. Door Hanger

Proof provided to the committee. Edit the Conservation line to be bold and larger text.

2. Update from Crystal

Crystal will be in Port Hardy June 27, 2019.

3. Donation

Crystal has notified the District that a donation of \$1,500 towards a bear proof garbage bin will be made to Bear Smart Port Hardy. On June 27 a cheque will be made available. The District's obligation is to provide signage about Bear Smart.

4. Volunteer update

We have received interest from two new community members Amy Krull and Leia Patterson.

G. NEXT MEETING DATE: Tuesday May 28, 2019 at noon.

H. ADJOURNMENT

BSPH 2019-011
ADJOURNMENT

Moved

THAT we adjourn.

Time: 12:59 pm

**MINUTES
DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE
HELD TUESDAY MAY 14, 2019
COUNCIL CHAMBERS - 7360 COLUMBIA STREET**



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

Committee

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

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

A. CALL TO ORDER

Councillor Pat Corbett-Labatt called the meeting to order at 3:37 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the First Nations Relations Committee meeting of May 14, 2019 be accepted as presented.

FNRC 2019-010
ADOPTION OF
AGENDA
MAY14/19

C. ADOPTION OF MINUTES

1. Minutes of the First Nations Relations Committee meeting held March 12, 2019.

Moved/Seconded/Carried

THAT the minutes of the First Nations Relations Committee meeting held March 12, 2019 be accepted.

FNRC 2019-011
MINUTES MAR
12/19
ACCEPTED

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

ACTION ITEMS

1. Review and Update of Action Items.
 - Action items were reviewed and updated.
2. First Nations Health Authority, Murdered and Missing Indigenous Women & Girls' event, May 21-23, 2019.
 - The District will be supporting this event through the hanging of red dresses along Market Street from May 17-23, 2019.

F. CORRESPONDENCE

1. Indigenous Language Events & Funding Opportunities was received for information.
2. EVES Ala'xwa Invitation 2019 was received for information.

G. NEW BUSINESS

1. Spring Clean-Up General Discussion.

Discussion included:

- Staff will reach out to neighbouring communities to see if there is interest in partnering for future annual spring clean ups to ensure no one is turned away at the transfer station.

FNRC 2019-012
ADJOURNMENT

2. Aboriginal Day, June 21, 2019.
 - Add this item to the next First Nations Relations agenda.

H. COMMITTEE MEMBER REPORTS

1. MWHN Housing & Transportation Forum Update.

Councillor Corbett-Labatt provided an update regarding the Mount Waddington Health Network open houses. There is a survey coming to help align strategies going forward.

- I. NEXT MEETING DATE:** Next meeting June 11, 2019 3:30 pm.

J. ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:12 pm

**MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
HELD WEDNESDAY MAY 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 Fred Robertson (Chair) Pat Corbett-Labatt, Janet Dorward

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

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA AS PRESENTED

Addendum- New Business
Recreation and Parks month
Bathrooms Ball Field

PRAC 2019-017
ADOPTION OF
AMENDED
AGENDA MAY
15/19

Moved/Seconded/Carried

THAT the Parks, Recreation, Arts and Culture Committee agenda of May 15, 2019 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held April 17, 2019.

PRAC 2019-018
MINUTES APRIL
17/19

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts and Culture Committee meeting held April 17, 2019 be accepted as presented.

D. DELEGATIONS

None.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action Items.
Action items were reviewed and updated.

ACTION ITEMS

F. CORRESPONDENCE

None.

G. NEW BUSINESS

1. Recreation and Parks Month
 - Melinda addressed the committee with an idea to have an annual scavenger hunt for Recreation and Parks month to get people out and promote the community.

PRAC 2019-019
PROCLAMATION

Moved/Seconded/Carried

THAT the committee recommends to Council to withdraw the National Health and Fitness Day June 1st proclamation and replace it with the British Columbia Recreation and Parks Association June is Recreation and Parks Month AND THAT a budget of three hundred for events be set.

PRAC 2019-020
BALLFIELDS

2. Western Forest Products co-project

- Staff provided an update to conversations with Western Forest Products regarding projects in the community, including ball field upgrades or the washrooms at Rotary Park. The works required at the ball field were reviewed.

Moved/Seconded/Carried

THAT the committee recommends to Council that a proposal be made to Western Forest Products requesting them to perform upgrades to the Beaver Harbour Park ballfields as per the report provided by Lees and Associates.

3. Policy CP 10.4 Overnight R.V. Parking on Municipal Property

- A draft amendment policy will be brought back to the next Parks, Recreation, Arts and Culture committee.

4. Washrooms at Storey's Beach and ballfields.

The ball association is requesting:

- The washrooms be open all night when there is camping.
- More outhouses.
- Move outhouses closer to ball diamond 2.
- Tournament organizers were consulted last year regarding the replacement of the outhouses with a washroom and it was discussed that the tournament organizers should provide additional outhouses if required.

Tabled to next meeting.

- Remind the ballfield users to organize for additional porta-potties if required. The cost of porta-potties is too prohibitive for the District.

H. COUNCIL / COMMITTEE REPORTS

None.

I. NEXT MEETING DATE: June 19, 2019 3:00 pm.

J. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 4:12 pm.

PRAC 2019-021
ADJOURNMENT

PROCLAMATION

June is Recreation & Parks Month

Whereas, in British Columbia we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents and visitors from around the world; and

Whereas, recreation enhances quality of life, active living and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles; and

Whereas, recreation participation builds family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, and promotes sensitivity and understanding to cultural diversity; and

Whereas, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have become ill or disabled, or disadvantaged, or who have demonstrated antisocial behaviour; and

Whereas, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, attract new business, increase tourism and curb employee absenteeism; and

Whereas, our parks, open space and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that the BC Recreation and Parks Association (BCRPA) does hereby proclaim that June, which witnesses the greening of British Columbia and serves as a significant gateway to family activities, has been designated as *June is Recreation & Parks Month*, which will annually recognize and celebrate the benefits derived year round from quality public and private recreation and parks resources at the local, regional and provincial levels.

Therefore, _____ (name of municipality/ community/organization), in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as *June is Recreation & Parks Month*.

Signed this _____ day of _____ 2019 by:

_____ (print name and title)

_____ (signature)





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



PROCLAMATION *NATIONAL HEALTH AND FITNESS DAY* SATURDAY JUNE 1, 2013

WHEREAS: Canada by nature offers abundant recreational and fitness opportunities through such things as our mountains, oceans, lakes, forests, parks and wilderness;

We as Canadian could therefore be the healthiest and fittest people on earth,

Participation rates in healthy physical activities have been declining,

Canadians recognize the growing concern over chronic disease and other impediments to health and fitness,

Health and fitness ought to be promoted for Canadians of all ages and abilities,

The first week of June in Environment Week in Canada and walking and cycling are great ways to reduce vehicle pollution and encourage physical fitness

We all aspire to increase participation by Canadians in health, recreational sports and fitness activities

NOW THEREFORE: SATURDAY JUNE 1, 2013 IS HEREBY PROCLAIMED *NATIONAL HEALTH & FITNESS DAY* IN THE DISTRICT OF PORT HARDY.

In order to leverage the effect of our proclamation we shall advise the Federation of Canadian Municipalities of the proclamation.

Bev Parnham, Mayor



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: May 28, 2019

TO: Mayor and Councillors

FROM: Allison McCarrick, Chief Administrative Officer

RE: Housing Needs Report Project

PURPOSE

To seek a Council decision regarding the Regional District of Mount Waddington (RDMW) acting on behalf of the District of Port Hardy in the capacity of project coordinator for the Housing Needs Report Project.

BACKGROUND

The Province of BC recently passed Bill 2018-18, legislating local governments be required to complete a housing needs report for their community by April 2022 and every five years thereafter. The Province permits a regional district to consider coordinating the collection and reporting of housing needs information on behalf of their members as long as required community-specific information and reporting is provided for each individual electoral area and participating municipality.

North Island municipal and RDMW staff have met and discussed a regional approach to complete the required housing needs report. If Council agrees with this regional approach, Council must appoint the RDMW as project coordinator on their behalf.

FINANCIAL IMPLICATIONS

To assist local governments with the new requirements, the B.C. government is providing a three-year \$5 million-dollar funding program which will be administered by the Union of BC Municipalities (UBCM). The grant application provides for a joint application for municipalities and regional district areas. Each municipality and area over 100 population may be granted up to \$15,000. A joint application submitted by the RDMW would allow a grant application of up to \$105,000.

The RDMW can use regional funding to engage a consultant currently working with the Mount Waddington Health Network, BC Healthy Communities, to help with the grant application. If Council agrees with the RDMW submitting a joint funding application, it must approve the RDMW to work with the consultant to complete the application for submission to UBCM. If the grant application is successful, the RDMW will conduct a procurement process to engage a consultant to perform the requirements of the Housing Needs Report Project on behalf of all the members.

OPTIONS

1. Do not permit the RDMW to act as project coordinator on behalf of the District of Port Hardy for the Housing Needs Report Project.

2. Authorize the RDMW to act as project coordinator on behalf of the District of Port Hardy for the Housing Needs Report Project and approve the RDMW to work with the consultant to apply to UBCM for the associated grant funding.

STAFF RECOMMENDATION

THAT the District of Port Hardy Council choose option 2 with the following motions:

1. *THAT the District of Port Hardy Council supports having the Regional District of Mount Waddington (RDMW) act in the capacity of coordinator of the Housing Needs Report Project on behalf of itself and its four municipal partners, namely the District of Port Hardy, Town of Port McNeill, Village of Alert Bay and Village of Port Alice, in order to satisfy the Province's requirements for preparing said Report as per Bill 18 and related regulations.*

AND FURTHER THAT the District of Port Hardy Council hereby directs staff to communicate this approach with the RDMW's four municipal partners with a view to obtaining their support for doing so, with the understanding that the RDMW will engage and consult with the municipalities on the various aspects of the Housing Needs Report Project.

2. *THAT the District of Port Hardy Council supports the Regional District of Mount Waddington working with the Mount Waddington Health Network and its consultant, BC Healthy Communities, to submit a 2019 Housing Needs Reports Program Application to the Union of British Columbia Municipalities prior to the May 31, 2019 deadline for the purpose of obtaining financial assistance to undertake a Housing Needs Report in accordance with Provincial requirements, on behalf of itself and its participating partner municipalities, namely the District of Port Hardy, Town of Port McNeill, Village of Alert Bay and Village of Port Alice.*

Respectfully submitted,



Allison McCarrick
Chief Administrative Officer



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: May 28, 2019

TO: Mayor and Councillors

FROM: Lynda Sowerby, Director of Finance

RE: **Climate Action Revenue Incentive Public Report 2018 (CARIP)**

PURPOSE

To publicly report the 2018 Climate Action Revenue Incentive Program (CARIP) for the District of Port Hardy. The full report is attached.

BACKGROUND

The District is a signatory of the BC Action Climate Charter and is committed to reducing energy consumption and greenhouse gas (GHG) emissions with a goal of achieving carbon neutrality.

The District currently receives a conditional grant equivalent to one hundred percent of the carbon taxes paid directly in providing services to the District. The District must fulfill the CARIP reporting requirements by June 1st each year as a condition of the grant, and report publicly on their plan and progress toward meeting the Districts climate action goals.

The District measures the GHG emissions from corporate operations and can claim GHG emission reductions by participating in eligible projects. The District is a large contributor to the Regional District of Mount Waddington's Mile 7 Bio-cover Methane Emissions Reductions Project which is an eligible option 2 project for claiming GHG emission reductions. The Mile 7 Bio-cover project also includes biosolid composting. This part of the program, recognized for the first time in 2018, is also eligible as an option 2 project for claiming GHG emission reductions.

The District of Port Hardy has created a Climate Action Carbon Neutral Fund. The District contributes to this fund the amount equal to the value of the offsets required for the District to be Carbon Neutral in the reporting year. This is the first year that the District will be 100% carbon neutral without the purchase of offsets. Council may wish to consider contributing the 2018 Conditional grant the District will receive for complying with the CARIP reporting requirements. The Carbon Neutral Fund will be used for projects within the community and will only be used for green initiatives.

ANALYSIS

The conditional grant that the District will receive, equal to 100% rebate of carbon taxes paid directly by the District is as follows:

| | 2018 | 2017 |
|--|------------|------------|
| Conditional Grant (100% rebate of carbon taxes paid) | \$6,730.63 | \$6,634.08 |

The District measures the GHG emissions from the corporate operations, claims GHG emission reductions from participation in eligible option 2 projects, and contributes offsets to the Districts Climate Action Carbon Neutral Fund to achieve Carbon Neutrality. Unused offsets can be carried forward to future years.

Measurement of Corporate GHG Emissions, Reductions and Offsets Purchased

| District of Port Hardy | Tonnes CO2e | |
|---|----------------|-------------------|
| | 2018 | 2017 |
| CORPORATE EMISSIONS | | |
| Emissions from services delivered directly by the District | 253.49 | 307.71 |
| Emissions from contracted services (Solid waste collection) | 175.93 | 158.97 |
| Carbon Neutral or Offset Exempt | -13.00 | -26.00 |
| Total emissions for the District of Port Hardy | 429.42 | 440.68 |
| REDUCTIONS FROM OPTION 2 PROJECTS | | |
| Green house gas reduction projects – | | |
| MWRD 7 Mile Bio-cover Methane Emissions Reductions Project | -148.00 | -118.50 |
| MWRD 7 Mile Biosolids Composting Project | -418.90 | |
| Offset Carry Forward to Future Years | -133.48 | - |
| Total tCO2e Offset purchase required to become carbon neutral | - | 322.18 |
| Valued at \$ 25.00/tonne CO2e | - | \$25.00 |
| Contribution to the District of Port Hardy Climate Action Carbon Neutral Fund | - | \$8,054.50 |

FINANCIAL IMPLICATIONS

The District will not be required to purchase offsets to achieve carbon neutrality. Therefore, a contribution to the District of Port Hardy Climate Action Carbon Neutral Fund will not be made as per the guidelines of the Climate Action Carbon Neutral Fund policy. Council may wish to contribute the 2018 conditional grant rebate of \$6,730.63.

STAFF RECOMMENDATION

“THAT Council receive the 2018 Climate Action Revenue Incentive Public Report”

Respectfully submitted,


 Lynda Sowerby
 Director of Finance

I agree with the recommendation.


 Allison McCarrick
 Chief Administrative Officer

Climate Action Revenue Incentive (CARIP) Public Report for 2018

District of Port Hardy

Report Submitted by:

Name: Lynda Sowerby

Role: Director of Finance

Email: lsowerby@porthardy.ca

Phone: 250-949-6665

Date: May 28, 2019



The District of Port Hardy has completed the 2018 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2018 and proposed for 2019 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

2018 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, and centred) plays an especially important role in energy and GHG reduction.

| Community-Wide Broad Planning Actions Taken in 2018 + Additional Actions | |
|---|---|
| | The District of Port Hardy supports and encourages residents and business to reduce, reuse and recycle. |
| | |
| Community-Wide Broad Planning Actions Proposed for 2019 | |
| | The District of Port Hardy supports and encourages residents and business to reduce, reuse and recycle. |
| | |

| Corporate Broad Planning Actions Taken in 2018 + Additional Actions | |
|--|--|
| | The District of Port Hardy continues to seek energy efficient alternatives to reduce energy demands of District buildings, infrastructure and fleet. |
| | |
| Corporate Broad Planning Actions Proposed for 2019 | |
| | The District of Port Hardy continues to seek energy efficient alternatives to reduce energy demands of District buildings, infrastructure and fleet. |
| | |

| Broad Planning | |
|--|--|
| Current GHG reduction target(s)? | <p>To pursue climate change mitigation measures to contribute to the global objective of bringing carbon dioxide (CO₂) concentrations in the atmosphere to a level of 350ppm.</p> <p>To work towards reducing community-wide GHG emissions to 33 % below 2007 levels by 2020 and 80% below 2007 levels by 2050: to Measure carbon dioxide emissions, set targets and develop action plans to lower levels:</p> <p>Continue to measure and work towards a baseline of community and District of Port Hardy (operational) energy Green House Gas (GHG) emissions to create a CO₂ inventory using Provincial community and municipal inventory ratios;</p> <p>Develop community based community carbon sequestration;</p> <p>Enhance Carbon sink capacity through natural resource protection and enhancements;</p> <p>Continue gravity fed water systems; and</p> <p>Work towards a carbon neutral status.</p> |
| Are you familiar with your local government's community energy and emissions inventory (e.g. CEEI or another inventory)? | No |
| What plans, policies or guidelines govern the implementation of climate mitigation in your community? <ul style="list-style-type: none"> • Community Energy and Emissions Plan • Integrated Community Sustainability Plan • Community- Wide Climate Action Plan • Official Community Plan • Regional Growth Strategy • Do not have a plan • Other: | No No No Yes No No No |
| Does your local government have a corporate GHG reduction plan? Not defined, but as part of the OCP | No |

2018 BUILDING AND LIGHTING ACTIONS

Building and Lighting Actions

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

| Community-Wide Building and Lighting Actions Taken in 2018 + Additional Actions | |
|---|-----|
| | N/A |
| | |
| Community-Wide Building and Lighting Actions Proposed for 2019 | |
| | N/A |
| | |

| Corporate Building and Lighting Actions Taken in 2018 + Additional Actions | |
|--|--|
| | Replaced FireHall#1 fluorescent lighting with energy efficient lights |
| | Replaced doors & windows at FireHall #1, improving energy efficiency |
| | Replaced Seagate pier lights with LED lights. |
| | Replaced exterior doors at Seagate Pier, improving energy efficiency |
| | |
| Corporate Building and Lighting Actions Proposed for 2019 | |
| | Planned replacement of swimming pool including energy efficient lighting, HVAC and heat recovery program. Improve overall heating efficiencies to the aging building & pool. |
| | Replace roof at Chamber Building, reducing heat loss. |
| | Planned recreation revitalization (grant dependant) that will improve energy efficiency at the arena. |
| | New arena chiller will operate with reduced ammonia |
| | |

| Building and Lighting | |
|--|-----|
| The Province has committed to taking incremental steps to increase energy-efficiency requirements in the BC Building Code to make buildings net-zero energy ready by 2032. The BC Energy Step Code--a part of the BC Building Code--supports that effort | |
| Is your local government aware of the BC Energy Step Code ? | Yes |
| Is your local government implementing the BC Energy Step Code ? | Yes |

2018 ENERGY GENERATION ACTIONS

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

| Community-Wide Energy Generation Actions Taken in 2018 + Additional Actions | |
|--|--|
| | Installation of heat pumps and solar panels by some residents. |
| | |
| Community-Wide Energy Generation Actions Proposed for 2019 | |
| | Installation of heat pumps and solar panels by some residents. |
| | |

| Corporate Energy Generation Actions Taken in 2018 + Additional Actions | |
|---|--|
| | District of Port Hardy provides political support for the Cape Scott Windfarm initiative located in the Regional District. |
| | |
| Corporate Energy Generation Actions Proposed for 2019 | |
| | The District of Port Hardy will continue to provide political support for the Cape Scott Windfarm initiative located in the Regional District. |
| | |

| Energy Generation | |
|---|----------|
| Is your local government developing, or constructing a <ul style="list-style-type: none"> • district energy system • renewable energy system | No No |
| Is your local government operating a <ul style="list-style-type: none"> • district energy system • renewable energy system | No No |
| Is your local government connected to a district energy system that is operated by another energy provider? | No |
| Are you familiar with the 2018 List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments? | Yes |

2018 GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

Greenspace Actions

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

| Community-Wide Greenspace Actions Taken in 2018 + Additional Actions | |
|--|---|
| | District of Port Hardy is a participant in the North Island Community Forest Limited Partnership. |
| | Community participated in various “clean-up” programs. |
| | Watershed working group. |
| | Community Gardens. |
| | |
| Community-Wide Greenspace Actions Proposed for 2019 | |
| | Knotweed eradication program. |
| | PH Seniors Society planned expansion of community garden/addition of greenhouse. |
| | |
| | |
| | |

| Corporate Greenspace Actions Taken in 2018 + Additional Actions | |
|---|--|
| | Support community gardens. |
| | |
| | |
| | |
| | |
| Corporate Greenspace Actions Proposed for 2019 | |
| | Apply for grant funding from the Tree Canada Foundation/BC Hydro Re-Green to purchase trees to be planted in various green spaces. |
| | Support the Knotweed eradication program. |
| | Support community gardens. |
| | |
| | |

| Greenspace | |
|---|-----|
| Does your local government have urban forest policies, plans or programs? | No |
| Does your local government have policies, plans or programs to support local food production? | Yes |

2018 SOLID WASTE ACTIONS

Solid Waste Actions

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

| Community-Wide Solid Waste Actions Taken in 2018 + Additional Actions | |
|--|---|
| | District of Port Hardy participates in Recycle BC and encourages recycling. |
| | |
| Community-Wide Solid Waste Actions Proposed for 2019 | |
| | District of Port Hardy participates in Recycle BC and encourages recycling. |
| | |

| Corporate Solid Waste Actions Taken in 2018 + Additional Actions | |
|---|---|
| | District of Port Hardy is a supporter of the Regional District of Mount Waddington Bio-cover project. |
| | |
| Corporate Solid Waste Actions Proposed for 2019 | |
| | District of Port Hardy is a supporter of the Regional District of Mount Waddington Bio-cover project. |
| | District survey on plastic vs cloth grocery bags. |
| | |

| Solid Waste | |
|--|-----|
| Does your local government have construction and demolition waste reduction policies, plans or programs? | Yes |
| Does your local government have organics reduction/diversion policies, plans or programs? | No |
| | |

2018 TRANSPORTATION ACTIONS

Transportation Actions

Transportation actions that increase transportation system efficiency emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling and public transit, can contribute to reductions in GHG emissions and more livable communities.

| Community-Wide Transportation Actions Taken in 2018 + Additional Actions | |
|--|-------------------------|
| | BC Transit Bus service. |
| | |
| Community-Wide Transportation Actions Proposed for 2019 | |
| | BC Transit Bus service. |
| | |

| Corporate Transportation Actions Taken in 2018 + Additional Actions | |
|---|--|
| | General maintenance of path and sidewalk network. |
| | Repairs to road surface improving efficiency for vehicle energy consumption. |
| | Retire and replace fleet with more efficient vehicles. |
| | Support energy efficient transportation with zoning development that permits installation of electric vehicle charging stations. |
| | |
| Corporate Transportation - Actions Proposed for 2019 | |
| | Continue to maintain path, road and sidewalk network. |
| | Planned installation of EV Stations on Market Street. |
| | Spill response training for Harbour staff and increased spill response supplies. |
| | Improve boat launch area with rip rap to eliminate erosion issues. |

| Transportation | |
|--|-------------------------------|
| Does your local government have policies, plans or programs to support: <ul style="list-style-type: none"> • Walking • Cycling • Transit Use • Electric Vehicle Use • Other (please specify) | Yes No Yes Yes No |
| Does your local government have a Transportation Demand Management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behaviour)? | No |
| Does your local government integrate its transportation and land use planning? | No |

2018 WATER AND WASTEWATER ACTIONS

Water and Wastewater Actions

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces GHG emissions.

| Community-Wide Water and Wastewater Actions Taken in 2018 + Additional Actions | |
|--|--|
| | Conservation encouraged through use of fees, fines and user rates. |
| Community-Wide Water and Wastewater Actions Proposed for 2019 | |
| | Conservation encouraged through use of fees, fines and user rates. |

| Corporate Water and Wastewater Actions Taken in 2018 + Additional Actions | |
|---|--|
| | Repairs at Kains Lake Dam, improving the integrity of the structure. |
| | Implement water modeling strategies. |
| | Increase water storage with new reservoir. |
| | Replacement of 3km of water lines with increase for fire flow. |
| Corporate Water and Wastewater Actions Proposed for 2019 | |
| | Improvements to integrity of Kains Lake Dam. |
| | Installation of additional meters for water service. |
| | |

| Water Conservation | |
|---|-----|
| Does your local government have water conservation policies, plans or programs? | Yes |

2018 CLIMATE CHANGE ADAPTATION ACTIONS

This section of the CARIP survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

| Please identify the THREE climate impacts that are most relevant to your Local Government. | |
|---|----------------------------------|
| <ul style="list-style-type: none"> • Warmer winter temperatures reducing snowpack • Changes to temperature and precipitation causing seasonal drought • Heatwaves impacting population health • Increased temperatures increasing wildfire activity • Increased temperatures affecting air quality • Changing temperatures influencing species migration and ecosystem shifts • Changing temperatures influencing ecosystem shifts • Extreme weather events contributing to urban and overland flooding • Sea level rise and storms causing coastal flooding and/or erosion • Other | <p>YES</p> <p>YES</p> <p>Yes</p> |

| In 2018 has your local government addressed the impacts of a changing climate using any of the following? | |
|--|-----|
| Risk and Vulnerability Assessments | No |
| Risk Reduction Strategies | No |
| Emergency Response Planning | Yes |
| Asset Management | Yes |
| Natural/Eco Asset Management Strategies | No |
| Infrastructure Upgrades (e.g. stormwater system upgrades) | Yes |
| Beach Nourishment Projects | No |
| Economic Diversification Initiatives | No |
| Strategic and Financial Planning | Yes |
| Cross-Department Working Groups | No |
| Official Community Plan Policy Changes | No |
| Changes to Zoning and other Bylaws and Regulations | Yes |
| Incentives for Property Owners (e.g. reducing storm water run-off) | No |
| Public Education and Awareness | Yes |
| Research | No |
| Mapping | Yes |
| Partnerships | Yes |
| Other: | No |

| Climate Change Adaptation Actions Taken in 2018 | |
|---|---|
| Please elaborate on key actions and/or partnerships your local government has engaged in to prepare for, and adapt to a changing climate. Add links to key documents and information where appropriate. | |
| | Participation in Regional District of Mount Waddington 7 Mile Bio cover & biosolids composting project. |
| | |
| Climate Change Adaptation Actions Proposed for 2019 | |
| | Participation in Regional District of Mount Waddington 7 Mile Bio cover & biosolids composting project. |
| | OCP review to be started. |
| | |
| | |
| For more information please contact | |
| | Chief Administrative Officer. |

INNOVATION AND PEER-TO-PEER LEARNING

Innovation

This section provides the opportunity to showcase an innovative *Corporate and/or Community-Wide* GHG reduction and/or climate change adaptation activity that your local government has undertaken and that has had, or has the potential to have, a significant impact. You are welcome to highlight an action that has already been listed.

Projects included here may be featured as success stories on the [B.C. Climate Action Toolkit](#) and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Communities that have conducted innovative initiatives may want to consider making applications to [CEA's Climate and Energy Action Awards](#), [FCM Sustainable Communities Awards](#) or to [FCM's National Measures Report](#).

| |
|--|
| Community-Wide Innovation Action |
| Regional District of Mount Waddington – 7 Mile Bio-cover & Biosolids composting project. |
| Corporate Innovation Action |
| Community Energy Leadership Program (CELP) for funding to support an Energy Efficient Heat Recovery System project for the new multiplex building. |
| For more information on actions described above contact |
| Chief Administrative Officer |

Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government's climate actions by listing each entry in the box below separated by a forward slash (e.g. program1/program2).

Mitigation

| |
|--|
| Mitigation Programs, Partnerships and Funding |
| N/A |

Adaptation

| |
|--|
| Adaptation Programs, Partnerships and Funding |
| Program 2/EV electric charging stations provided by BC Hydro, to be installed on District land and accessible to the public. |

2018 CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the [B.C. Climate Action Charter](#). Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Guidance for reporting emissions is available on the [B.C. Climate Action Toolkit website](#), especially the [Workbook](#) and [Becoming Carbon Neutral: A Guide for Local Governments in British Columbia](#).

Reporting Emissions

| | |
|---|--------------------------------|
| Did your local government measure corporate GHG emissions for 2018? | Yes |
| If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from services delivered directly by your local government (in tonnes of carbon dioxide equivalent) | 253.49 |
| If your local government measured 2018 corporate GHG emissions, please report the number of corporate GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) | 175.93 |
| TOTAL A: CORPORATE GHG EMISSIONS FOR 2018 (Direct GHGs + Contracted GHGs) | 429.42 tCO₂e |

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2018 by one or a combination of the following actions:

- undertake GCC-supported Option 1 Project(s)
- undertake GCC-supported Option 2 Project(s)
- purchase carbon offsets from a credible offset provider

For more information about options to balance or offset corporate GHG emissions please refer to [Becoming Carbon Neutral: A Guidebook for Local Governments in British Columbia](#).

2018 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 1 GHG Reduction Projects

| OPTION 1 PROJECTS | REDUCTIONS |
|--|-----------------------------|
| Energy Efficient Retrofits (in tonnes of carbon dioxide equivalent (tCO ₂ e)) | n/a |
| Solar Thermal (in tonnes of carbon dioxide equivalent (tCO ₂ e)) | n/a |
| Household Organic Waste Compost(in tonnes of carbon dioxide equivalent (tCO ₂ e)) | n/a |
| Low Emission Vehicles (in tonnes of carbon dioxide equivalent (tCO ₂ e)) | n/a |
| Avoided Forest Conversion (in tonnes of carbon dioxide equivalent (tCO ₂ e)) | n/a |
| TOTAL B: REDUCTIONS FROM ALL OPTION 1 PROJECTS FOR 2018 | n/a tCO₂e |

2018 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 2 GHG Reduction Projects:

| Option 2 Project Name | REDUCTIONS |
|---|--------------------------------|
| Regional District of Mount Waddington 7 Mile Bio-cover Project | 148.00 |
| Regional District of Mount Waddington 7 Mile Biosolids Composting project | 418.90 |
| TOTAL C: REDUCTIONS FROM ALL OPTION 2 PROJECTS FOR 2018 | 562.90 tCO₂e |

TOTAL REDUCTIONS AND OFFSETS FOR 2018 (Total B+C) = 562.90 tCO₂e

Corporate GHG Emissions Balance for 2018

GHG Emissions Balance is the difference between total corporate offsetable GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2018 = (A – (B+C+D)) = -133.48 tCO₂e

**If your Corporate GHG Emissions Balance is negative or zero,
your local government is carbon neutral.**

CONGRATULATIONS!

| | |
|---|------------|
| Carbon Neutral Reporting | |
| Does your local government set aside funds in a climate reserve fund or similar? | Yes |

GCC CLIMATE ACTION RECOGNITION PROGRAM

Green Communities Committee Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 – Demonstrating Progress on Charter Commitments: For local governments who demonstrate progress on fulfilling one or more of their Charter commitments.

Level 2 – Measuring GHG Emissions: For local governments that achieve Level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with their community’s energy and emissions inventory (i.e. CEEI)

Level 3 – Accelerating Progress on Charter Commitments: For those local governments who have achieved Level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (e.g. through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: For local governments who achieve carbon neutrality in the reporting year.

Based on your local government's 2018 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

| | | |
|-------------------------------------|--|----------|
| <input type="checkbox"/> | Level 1 – Demonstrating Progress on Charter Commitments | |
| <input type="checkbox"/> | Level 2 – Measuring GHG Emissions | |
| <input type="checkbox"/> | Level 3 – Accelerating Progress on Charter Commitments - District of Port Hardy Climate Action Carbon Neutral Fund | |
| <input checked="" type="checkbox"/> | Level 4 - Achievement of Carbon Neutrality | X |
| <input type="checkbox"/> | Not Sure | |



DISTRICT OF PORT HARDY STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate Services
SUBJECT: Cannabis Retailer Request for Amendment to Zoning Regulation 1010-2013
DATE: May 13, 2019

BACKGROUND

The District of Port Hardy has amended Zoning Regulation Bylaw 1010-2013 to include the following provisions under section 3.22 Cannabis Regulations:

Cannabis Retailers are permitted in zones prescribed in the zoning regulation and subject to the following conditions:

- (a) *Cannabis retailers are subject to the following buffers:*
 - (1) *At least 100 metres from any playground or public library;*
 - (2) *At least 150 metres from any education service as defined in this regulation; and*
 - (3) *At least 150 metres away from any day care as defined in this regulation.*

CURRENT ZONING REGULATION DEFINITIONS

"Day Care Facility" - means a facility providing group day care, family day care, nursing school, child minding, out of school care, or specialized day care in accordance with the provisions of the Provincial Child Care Licencing Regulation of the Community Care and Assisted Living Act.

"Education Services" means uses related to education, training or instruction purposes including but not limited to: elementary and secondary schools, community colleges, universities, technical and vocational schools and accessory administration offices or maintenance and storage facilities that are required for the daily operation of the service or facility.

REQUEST

Attached please find a request from Bogart Cannabis Investments LTD. with a support letter from North Island College to amend the District of Port Hardy Bylaw 1010-2013 to eliminate post secondary institutions from the definition included in the 150 metre buffer in order to allow for the application of a non medical cannabis retail store to be permitted in Thunderbird Mall.

POSSIBLE OPTIONS FOR COUNCIL TO CONSIDER

1. Make no changes to bylaw 1010-2013.
2. Change the definition of Educational Services in bylaw 1010-2013.
3. Amend section 3.22 Cannabis Regulations to include wording that allows applicants to seek support from adult educational services including community colleges, universities,

technical and vocational schools and accessory administration offices or maintenance and storage facilities to permit Cannabis Retail within the specified buffer.

Example:

Cannabis Retailers are permitted in zones prescribed in the zoning regulation and subject to the following conditions:

(a) Cannabis retailers are subject to the following buffers:

- (1) At least 100 metres from any playground or public library;*
- (2) At least 150 metres from any *education service as defined in this regulation; and*
- (3) At least 150 metres away from any day care as defined in this regulation.*

**As an exception to (a)(2) applicants may seek support from the governing body of an adult educational services including community colleges, universities, technical and vocational schools and accessory administration offices or maintenance and storage facilities by providing a letter in writing to Council for consideration.*

If either option 2 or 3 is considered by Council, it would require a zoning amendment and public consultation through a public hearing.

RECOMMENDATION

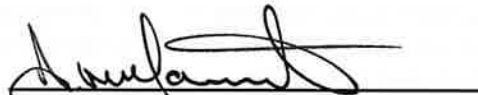
THAT Council provide direction to staff on option 1, 2 or 3 for staff to respond to the requestor.

Respectfully Submitted,



Heather Nelson-Smith,
Director of Corporate Services

I support this staff report,



Allison McCarrick,
CAO

To: District of Port Hardy
From: National Access Cannabis on behalf of Bogart Cannabis Investments Ltd.

Re: Amendment to Cannabis Bylaw 1010-2013

We are writing to the District of Port Hardy and council for their consideration to amend bylaw 1010-2013, Section 3.22 Cannabis Regulations. To where the district's cannabis regulations indicate that any cannabis retailer must be 150m away from any education services, we are asking that post-secondary institutions, namely North Island College (NIC), be excluded from this regulation.

In addition to elementary and secondary schools, the definition of "Education Services," as set forth by the District of Port Hardy in the Bylaw 1010-2013, includes post-secondary institutions, administrative offices and maintenance and storage facilities. While we understand that the bylaw and associated setbacks are in place to ensure the safety of the general public, especially the youth, we feel this definition may be unnecessarily broad regarding its application to the location of recreational cannabis stores (RCS). We therefore ask, that Council consider narrowing the definition to encompass only elementary and secondary schools.

Port Cannabis Co., with assistance from National Access Cannabis, has submitted an application to the province of British Columbia for the RCS in the Thunderbird Mall. We have been in regular communication with NIC and they have indicated through a written letter that they have no objections to have Port Cannabis Co. in the Thunderbird Mall (Appendix 1).

As the leading Canadian retailer, National Access Cannabis currently operates 25 store fronts across the country. We are dedicated to the safe and responsible sale of cannabis to those who are of age and we are confident that we can assist Port Cannabis Co. to provide superior service while abiding by the regulations set forth by Port Hardy and the province of British Columbia.

Please feel free to reach out to myself anytime if you require further clarification.

Thank you for your consideration.

Best regards,



Sherman Leung
Director of Operations, B.C.



FINANCE AND FACILITIES DIVISION

District of Port Hardy
7360 Columbia Street
Box 68, Port Hardy, BC
V0N 2P0

April 30, 2019


Attention: Council and Staff

Re: Non-medical cannabis retail license; Thunderbird Mall

Please be advised that the Senior Leadership Team of North Island College has discussed the issue of the Retail Cannabis Store (RCS) at the Thunderbird Mall in Port Hardy. We do not object to this business moving into the Mall providing the business meets the stringent regulatory framework established by the City of Port Hardy and all other regulatory bodies.

Yours very truly,

NORTH ISLAND COLLEGE


per
Colin Fowler, CPA/CMA
Vice-President, Finance and Facilities
1-250-334-5000 Ext: 5282
colin.fowler@nic.bc.ca



**DISTRICT OF PORT HARDY
BYLAW NO. 1096-2019
A Bylaw to Amend District of Port Hardy
User Rates and Fees for 2019**

WHEREAS the Council of the District of Port Hardy deems it desirable to amend fees for services provided by the Municipality;

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 User Rates and Fees for 2019 Amendment Bylaw No. 1096-2019".

PART 2 SCHEDULES

2.1 Schedule G of Bylaw No. 1090-2018 is hereby amended by removing the portion pertaining to Moorage – all vessels, and immediately inserting the following:

SCHEDULE G SEAGATE PIER AND T-FLOATS

| | |
|--|--------|
| Moorage – All vessels | |
| Seagate Pier – Leased portion Reserved Rate (reservation must be made with Harbour Manager) | \$200 |
| Seagate Pier – non leased portion and T-Floats Moorage/per foot per 24-hour period * Or part thereof Equivalent of Pleasure Craft daily rate at Small Craft Harbour floats | \$.86 |

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 on the ____ day of _____ 2019.

Read a first time the on the ____ day of _____ 2019.

Read a first time the on the ____ day of _____ 2019.

Adopted on the ____ day of _____ 2019.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1096-2019 as adopted.