

DISTRICT OF PORT HARDY

AGENDA

REGULAR MEETING OF COUNCIL

7:00 PM

TUESDAY, OCTOBER 8, 2013

MUNICIPAL HALL COUNCIL CHAMBERS

Mayor: Bev Parnham

Councillors: Janet Dorward, Jessie Hemphill, Debbie Huddleston,
Rick Marcotte, Nikki Shaw, John Tidbury

Staff: Rick Davidge, Chief Administrative Officer
Jeff Long, Director of Corporate & Development Services
Allison McCarrick, Director of Financial Services
Trevor Kushner, Director of Operational Services
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR MUNICIPAL COUNCIL MEETING
7:00 pm TUESDAY, OCTOBER 8, 2013
Council Chambers - Municipal Hall**

<u>Page</u>		Time:	
	A. CALL TO ORDER		
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)		
	Motion required	1.	2.
	C. ADOPTION OF MINUTES		
1-2	1. The minutes of the Regular Council Meeting held September 24, 2013.		
	Motion required	1.	2.
	D. DELEGATIONS AND REQUEST TO ADDRESS COUNCIL		
	None		
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS		
3	1. Council Action items. For information.		
	F. CORRESPONDENCE		
4-5	1. Hon. Stephanie Cadieux, Minister of Children & Family Development (email Sept 30/13) re: October as Foster Family Month. For information.		
	2. Correspondence re: Late Grant in Aid Requests		
6	Memo from A. McCarrick, Director Financial Services (Oct.3 /13) re: Late Grant in Aid Requests. For information.		
	a. C. Perkovich, Executive Director, Port Hardy & District Chamber of Commerce (Oct.1/13) re: Great Pumpkin Patch Walk November 1, 2013		
7	-request for a prize donation of a free swim for a school class.		
8	-request for seawall lights to be turned out at 6:00 pm.		
	Motion / direction	1.	2.
9	c. Rotary Clubs of Port Hardy and Port McNeill (Sept 23/13) re: Request for donation to 27 th Annual Rotary Radio Auction.		
	Motion / direction	1.	2.
	G. NEW BUSINESS		
	None		
	H. COUNCIL REPORTS		
	1. Verbal reports from Council members.		
	I. COMMITTEE REPORTS		
10-12	1. Emergency Planning Committee, Draft minutes of the meeting held September 17, 2013. For information.		

- 13-14** 2. Finance Committee, minutes of the meeting held September 24, 2013. For information.
Recommendations to Council:
1. That a carbon neutral policy be drafted and presented to Council at a future council meeting for a resolution.
 2. That the 2014 user rates bylaw is presented to Council at a future council meeting for 3 readings.

- 15-16** 3. Operational Services Committee, minutes of the meeting held September 26, 2013.
For information.

J. STAFF REPORTS

- 17-18** 1. Accounts payable, September 2013. For information.
- 19** 2. Allison McCarrick, Director Financial Services (Oct.3/13) re: 2013 Tax Sale. For information.

K. CURRENT BYLAWS AND RESOLUTIONS

- 20-22** 1. District of Port Hardy Permissive Tax Exemptions 2014, 2015 and 2016 Bylaw No. 1015-2013.
For First, Second and Third Reading

Motion required 1. 2.

L. PENDING BYLAWS

None

M. INFORMATION AND ANNOUNCEMENTS

October 14 Thanksgiving, Municipal Hall Closed
October 15 Committee: N.I. Regional Emergency Planning 10:00 am Council Chambers
October 17 Committee: Operational Services Committee 9:00 am Council Chambers
Committee: Sustainability Committee 4:00 pm Council Chambers
October 22 Council: Budget Committee 4:00 pm Council Chambers
Council: Regular Council Meeting 7:00 pm Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera Meeting scheduled at this time.

O. ADJOURNMENT 1. Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL
SEPTEMBER 24, 2013**

CALL TO ORDER: Mayor Bev Parnham Time: 7:00 pm

PRESENT: Mayor Bev Parnham
Councillors: Janet Dorward, Debbie Huddlestan, Jessie Hemphill, Rick Marcotte,
Nikki Shaw, John Tidbury

REGRETS: Jeff Long, Director of Corporate & Development Services

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Allison McCarrick, Director of Financial Services
Leslie Driemel, Recording Secretary

Media: North Island Gazette
Members of the Public: Two

2013-133
APPROVAL OF AGENDA
PRESENTED

APPROVAL OF AGENDA

Moved/Seconded/Carried
THAT the agenda be approved as presented.

ADOPTION OF MINUTES

1. The minutes of the Regular Meeting of Council held September 10, 2013.

Councillor Dorward requested her name be added under Council Reports.

2013-134
REGULAR COUNCIL
MINUTES SEPT 10/13
APPROVED AS
AMENDED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held September 10, 2013 be approved as amended

DELEGATIONS

None

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

None

NEW BUSINESS

None

COUNCIL REPORTS

Mayor Parnham and Councillors Dorward, Huddleston, Hemphill, Marcotte, Shaw and Tidbury gave verbal reports on recent meetings and other activities they attended on behalf of the District of Port Hardy, as well information on a variety of community interest matters.

COUNCIL REPORTS

The Mayor and Councillors attending the recent 2013 UBCM Convention gave verbal reports on meetings attended and an overall review of the Convention activities and events.

COMMITTEE REPORTS

FINANCE COMMITTEE
MINUTES SEPT 10/13

1. Finance Committee, minutes of the meeting held September 10, 2013 was received as information.

STAFF REPORTS

1. A. McCarrick, Director of Financial Services (Sept. 24/13) re: Council Policy Amendments, resolution to approve amendments to CP1.9, CP2.1, CP2.2, CP2.4, CP2.8, CP2.10 and the deletion of CP1.10, as recommended by the Finance Committee, September 10, 2013.

2013-135
POLICY BOOK:
COUNCIL POLICIES
AMEND: CP1.9, CP2.1,
CP2.2, CP2.4, CP2.8,
2.10 & DELETION OF
CP1.10

Moved/Seconded/Carried
THAT Council approve amendments to Council Policies CP1.9, CP2.1, CP2.2, CP2.4, CP2.8, CP2.10 and the deletion of CP1.10, as recommended by the Finance Committee, September 10, 2013.

BYLAWS

None

ADJOURNMENT

2013-136
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 7:15pm

CORRECT

APPROVED

CHIEF ADMINISTRATIVE OFFICER

MAYOR

	REGULAR COUNCIL MEETING September 24 , 2013		
Council Policy Amendments/deletions. Amendments to CP1.9, CP2.1, CP2.2, CP2.4, CP2.8, CP2.10 and delete CP1.10	Approved as presented. Amend and circulate changes	LD	Done
ITEM	REGULAR COUNCIL MEETING September 10 , 2013 ACTION	WHO	STATUS /COMMENTS
Council In Cameral Recommendation: Authorize Mayor and CAO to execute termination agreement with EPCOR, as amended	Approved. Prepare and proceed with execution of Termination Agreement with EPCOR, as amended	RD/JL/ AM	Done
ITEM	REGULAR COUNCIL MEETING August 27 , 2013 ACTION	WHO	STATUS /COMMENTS
Zoning Bylaw 1010-2013	Staff to contact Urban Systems for update	JL	Done. Draft to be provided Sept 18/13
Community Futures re: membership	Approved. Complete application.	PS	Done
ITEM	COMMITTEE OF THE WHOLE MEETING July 23 , 2013 ACTION	WHO	STATUS /COMMENTS
Telus Presentation	Request Telus provide a map re existing infrastructure distribution / clarification about the kind of physical infrastructure needed to connect currently unserved areas	JL	Mapping received. Information provided to Telus. Request made for information on infrastructure needs for unserved areas
ITEM	REGULAR COUNCIL MEETING May 7 , 2013		
Costs for information stands at Carrot Park.	Subject to review of sign content, the District to fund \$2,532.60 for installation of the information stands along the seawall in Carrot Park. Advise Ch of Comm & arrange sign content review Advise PW	PS	Working with Committee and C/Hemphill on final concepts Done -First Nations consultation underway Done - First Nations art work commissioned.
ITEM	REGULAR COUNCIL MEETING April 9 , 2013		
Cape Scott Windfarm Interpretive Center	Contact CSW re: Building an interpretive Center	RD	Pending GDF-Suez action
Cenotaph Project	Prepare grant application. Bring to Council for further consideration	PS	Estimates and quotes to Dir. Ops, next step, meet to discuss quotes, Construction spring 2014.

From: MCF Correspondence Management MCF:EX
[MCF.CorrespondenceManagement@gov.bc.ca]
Sent: September-30-13 3:10 PM
To: XT:PortHardy, District ENV:IN
Subject: Letter from the Honourable Stephanie Cadieux

Ref: 213407

Her Worship Mayor Bev Parnham and Council District of Port Hardy
E-mail: general@porthardy.ca

Dear Mayor Parnham and Council:

I am pleased to once again announce the proclamation of Foster Family Month. For the past 23 years British Columbia has taken the month of October to celebrate the remarkable contributions that foster families make each and every day of the year.

With approximately 8,100 children- and youth-in-care across the province, our communities rely on foster parents to support children and youth with a broad range of needs. Foster parents help make our communities stronger by providing the foundation a child needs to develop and grow into a confident adult. There is no doubt about it, fostering can be a challenging job. That is why I encourage you to support and recognize foster families in your community as it is vital to show them their efforts are valued and appreciated.

The Ministry of Children and Family Development (MCFD) has created an information kit, including printable posters and fact sheets, to help raise awareness of fostering in your community. To access this information please open the following link at the MCFD Web site: <http://www.mcf.gov.bc.ca/foster/ffm.htm>. We encourage you to recognize Foster Family Month in any way possible. Even simple messages posted on signs in your community and recreation centres and/or your municipal hall are greatly appreciated.

On behalf of the Government of British Columbia and its citizens, I thank you for your recognition and support of foster families in your communities.

Sincerely,

ORIGINAL SIGNED BY

Stephanie Cadieux

Minister of Children and Family Development



Canada
Province of British Columbia
A Proclamation

ELIZABETH THE SECOND, by the Grace of God, of the United Kingdom,
Canada and Her other Realms and Territories, Queen, Head of the
Commonwealth, Defender of the Faith

To all to whom these presents shall come – Greeting

WHEREAS the Provincial Government wishes to recognize the care, compassion and unselfish commitment of British Columbia foster families who care for children temporarily unable to live with their families and extended families, and

WHEREAS foster families are an integral and valued part of a team that helps children return to their families, live with extended family or make the transition to an adoptive family, and

WHEREAS First Nations, Métis, Inuit and other Aboriginal foster families help preserve the identity and unique culture and heritage of Aboriginal children and youth, and

WHEREAS foster families from many cultures support children and youth to understand, cultivate and preserve their heritage, and

WHEREAS fostering is a community responsibility and provides opportunities for all community members to contribute to the support of children and youth, and

WHEREAS Our Lieutenant Governor, by and with the advice and consent of the Executive Council, has been pleased to enact Order in Council 903 on October 11, 2002;

NOW KNOW YE THAT We do by these presents proclaim and declare that the month of October, 2013, shall be known as

“Foster Family Month”

in the Province of British Columbia.

IN TESTIMONY WHEREOF We have caused these Our Letters to be made Patent and the Great Seal of Our Province to be hereunto affixed.

WITNESS The Honourable Judith Guichon, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this ninth day of September, two thousand thirteen and in the sixty-second year of Our Reign.

BY COMMAND:

Attorney General, Minister of Justice
(counter signature for the Great Seal)

Lieutenant Governor



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Mayor and Council
FROM: Allison McCarrick, DFS
SUBJECT: Policy CP 2.7 Fee for Service/Honorariums/Grants-in-aid
DATE: October 3, 2013

Purpose:

The District has received two late grant-in-aid submissions for Councils consideration.

Requests:

Port Hardy Chamber of Commerce – The Great Pumpkin Patch Walk 2013

Request a donation of a free swim for a school class at the Port Hardy pool.

Use of the seawall from the Rotary Park to the Kinsmen Pavilion on Friday, November 1, 2013 and the lights turned out along the seawall walk at 6:00pm.

Rotary Clubs of Port Hardy and Port McNeill – 27th Annual Rotary Radio Auction

Request an item donation to the auction.

Financial Impact:

The Great Pumpkin Walk

2012 Donation	30 child recreation passes & 1 adult pass.	Value \$ 89.00
2013 Request	1 school class swim	Value \$ 64.95

Rotary Auction

2012 Donation	2 launch passes, 1 adult & 1 child recreation punch card, 1 hour adult ice rental.	Value \$ 331.00
2013 Request	Item donation	Value \$?

The grant-in-aid budget for 2013 is 100% allocated to other user groups.

Respectfully submitted,

Allison McCarrick, DFS



The Great Pumpkin Patch Walk 2013

October 1, 2013

District of Port Hardy
Jeff Long , Director of Corporate Services
PO Box 68
Port Hardy, BC V0N 2P0

Dear Jeff,

Please accept this email as an additional request for the Great Annual Pumpkin Patch Walk taking place on Friday, November 1, 2013.

Each year, the Pumpkin Patch Walk Committee invites the schools to participate in the walk for prizes. We would like to offer the use of the community's facilities including the swimming pool to educate children on the many things there are to do in Port Hardy on a rainy day.

For your consideration, we are asking if the District would be able to donate a free swim at the Port Hardy swimming pool for a school class.

If you need any more information please call Kari at 949-7622.

Thank you on behalf of the Pumpkin Patch Committee,

Carly Perkovich
Executive Director
Port Hardy Chamber of Commerce



The Great Pumpkin Patch Walk 2013

October 1, 2013

District of Port Hardy
Attention: Port Hardy Council
PO Box 68
Port Hardy, BC V0N 2P0

Dear Port Hardy Council

The Port Hardy & District Chamber of Commerce on behalf of the 2013 Great Pumpkin Patch Walk committee would like to request the use of the seawall from Rotary Park to the Kinsmen Pavilion on Friday, November 1, 2013. This venue allows easy access for the entire community to enjoy the festivities.

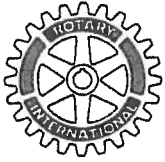
Plans are currently under way to invite the Port Hardy Lions to offer free hot chocolate and hot dogs. The Fire Department will be invited to look after the fires. The Port Hardy Grads will be invited to assist in the Pumpkin collection and clean up.

The Pumpkin Patch Committee would like to request that the lights be turned out along the seawall walk at 6:00pm. The walk will be lit by pumpkins and Christmas lights. The committee will be responsible for the clean up and removal of pumpkins and garbage on the evening of the event.

Thank you for your consideration and if you need any more information, please call me at 250-949-7622.

Thank you,

Carly Perkovich, Executive Director
Port Hardy Chamber of Commerce



Rotary Clubs of Port Hardy and Port McNeill

PO BOX 1890, PORT HARDY, BC V0N 2P0

DISTRICT 5020

September 23, 2013

DISTRICT OF PORT HARDY
BOX 68
PORT HARDY, BC V0N 2P0

Dear Valued Supporter:

It is with great pleasure that we inform you of the upcoming 27th Annual Rotary Radio Auction, which will be held on November 2 & 3 at the Thunderbird Mall in Port Hardy. Once again, this Auction is a joint effort between the Rotary Clubs of Port Hardy and Port McNeill and will be broadcast live on The Port 1240 radio as well as on Keta Cable Channel 10 (in Port Hardy).

Your past generosity has enabled us to undertake many projects in the North Island. For example, the addition of a toddler section at the Rotary Centennial Playground, Rotary Pavilion at Storey's Beach, the Seniors Housing Complex in Port Hardy, the newly completed Rotary Trail in Port McNeill, the boat launches in Port Hardy, the jointly funded senior's housing complex in Port McNeill, the North Island Born to Read Program, the emergency generator in Port McNeill, many parks, playgrounds, bus shelters, and other projects too numerous to mention. The North Island is also renowned for our support of the Rotary Youth Exchange Program, where we host foreign students in our homes and send local students from the North Island for one year stays in other countries.

All of these projects and services are supported by our fundraisers, the largest of which is the Annual Rotary Radio Auction. For twenty-six years this event has helped to generate funds which support important projects on the North Island and around the world.

We are again asking for your support by donating an item to the Auction. Your donation will receive valuable advertising through the North Island Gazette and by being featured during the live auction at the Thunderbird Mall, on Keta Cable, The Port 1240 radio and now live worldwide on www.ThePort.ca.

You will be contacted shortly by a local Rotarian. Thank you in advance for your continued support.

Yours truly,

Frank MacLean
Auction Chairperson
Rotary Club of Port Hardy

Meagan Cadwallader
President
Rotary Club of Port Hardy

Bill Velie
Auction Chairperson
Rotary Club of Port McNeill

Chuck Lok
President
Rotary Club of Port McNeill

2012 Two Annual Resident Launch and Parking Passes (\$160); one recreation adult punch card and one recreation child punch card (\$72); one hour adult ice rental (\$99)

2011 an Annual Harbour parking & Ramp Pass; 2 adult books and 2 family books of recreation passes

2010 An Annual Harbour Parking and Ramp Pass and 2 adult books, 2 family books of recreation passes



**MINUTES
DISTRICT OF PORT HARDY
EMERGENCY PLANNING COMMITTEE MEETING OF
SEPTEMBER 17, 2013 AT 12 NOON
MUNICIPAL HALL, 7360 COLUMBIA STREET**

DRAFT

CALL TO ORDER: Chair Bob Hawkins

Time: 12:03 pm

PRESENT: Bob Hawkins - DPH Emergency Coordinator, Jeff Long - DPH Director of Corporate & Development Services, Norma Hemphill - Emergency Social Services, Richard Hemphill - Emergency Social Services, Brenda McCorquodale - Fisheries & Oceans Canada, Casey Laroche - Economic Development Manager for Kwakiutl Band, Brent Sinden - RCMP, Dan Earl - BC Ambulance Service Paramedic Unit, Leslie Driemel - DPH Recording Secretary

REGRETS: Gord Brownridge - RCMP Staff Sergeant, Eric Bergsma - VIHA Environmental Health Officer, Al Dodd - Supervisor Port Hardy Airport, Gloria Le Gal - Mount Waddington Emergency Program Coordinator, DPH Councillor John Tidbury, Brent Borg - Deputy Fire Chief Port Hardy Volunteer Fire Department, Glen Catarata, Norman Champagne - Band Manager for Kwakiutl Band, Schell Nickerson - Fire Chief Port Hardy Volunteer Fire Department, Sean Mercer - Port Hardy Volunteer Fire Department, Alison Mitchell - Vancouver Island Health Authority, Bob Swain - Emergency Program Coordinator for Gwa'sala-'Nakwaxda'xw Nations

APPROVAL OF AGENDA

Bob Hawkins advised of two addenda to the agenda: 1) Casey Laroche - Economic Development Manager for Kwakiutl Band re: Update on Band activities; 2) EMBC Tsunami 101 Update.

Moved/Seconded/Carried
THAT the agenda be approved as amended.

ADOPTION OF MINUTES

Minutes of the meeting held June 25, 2013

Moved/Seconded/Carried
THAT the minutes of the Emergency Planning Committee meeting held June 25, 2013 be approved as presented.

DELEGATIONS

None

EPC-08-2013
APPROVAL OF AGENDA
AS AMENDED

EPC-09-2013
APPROVAL OF JUNE 25,
2013 MINUTES AS
PRESENTED

BUSINESS ARISING / UNFINISHED BUSINESS

DRAFT

a) Port Hardy Airport Mock Disaster Exercise – Status Update

Dan Earl advised a pre-event meeting is being held at the airport this evening, September 17, 2013. Al Dodd may not be able to attend but an alternate airport representative will be here. The mock exercise is scheduled for Sunday September 29, 2013 at 12 noon.

b) Tsunami Emergency Sign Installation Project – Avalon School Evacuation Site and Byng Road/Highway 19 in vicinity of Quatse River

Jeff Long advised that the signage at the Avalon School Evacuation Site should have been corrected / installed yesterday (September 16th). The signage along Byng Road and Highway 19 in the vicinity of the low lying Quatse River area will be installed during the week of September 30th.

The Committee was advised emergency signage is now in place at Gwa'sala-'Nakwaxda'xw First Nation.

c) Tsunami Siren Warning Project – Status Update

Jeff Long advised the Committee's recommendation to purchase tsunami sirens was considered by Council who has referred it to the fall budget deliberation process associated with the 2014 budget. Bob Hawkins reviewed potential siren locations. Final locations would be determined as part of proposals received as part of the tendering process.

CORRESPONDENCE

None

NEW BUSINESS

1. December Meeting Date on December 24th – cancel or reschedule?

The Committee agreed to reschedule the December meeting from December 24th to December 17th at 12 noon.

2. Emergency Coordinator Position

Jeff Long advised that Bob Hawkins has submitted his resignation as the Emergency Coordinator for the District of Port Hardy, but will stay in the position until a replacement has been appointed. He will also stay on as a member of the committee and offered to assist with the logistics associated with establishment of the emergency operations centre as the need arises. Jeff Long thanked Bob for his hard work and time he has contributed to the District of Port Hardy in undertaking his role as Emergency Coordinator.

Jeff Long advised that advertising for the Emergency Coordinator position has been undertaken and that a selection process will be initiated which will be completed following an appointment by Council.

3. Casey Larochelle - Economic Development Manager for Kwakiutl Band re:
Update on Band activities

Mr. Larochelle gave an overview of the emergency planning activities of the Kwakiutl Band and advised it is an ongoing process. The Committee was advised of the new school being built at the Reserve and that the plan is to build capacity into it for emergency and evacuation situations.

The Band will talk to the Port Hardy Fire Department regarding road access for the school as the No. 2 Fire Hall parking lot encroaches onto the area in which the access road will be located. Discussion is also needed with the District regarding servicing for the school. Jeff Long requested that Mr. Larochelle contact Trevor Kushner, Director of Operational Services for the District, in order that discussions can be undertaken regarding servicing matters.

4. Bob Hawkins re: Tsunami 101 Update

Bob distributed a handout summarizing the Tsunami 101 presentation on July 5, 2013 by EMBC.

Brenda McCorquodale advised of the Great Shakeout BC being held October 17th. Information on the Great Shakeout will be in the October District newsletter.

Bob Hawkins advised that 2014 is the 50th anniversary of the Alaska Earthquake and that it would be an appropriate time to do an educational emergency planning open house.

Brenda McCorquodale asked about the Committee's involvement in emergency matters / situations other than tsunami and earthquakes. Jeff Long advised that while there has been significant focus in recent times on preparing for earthquake / tsunami events given the more recent warning events associated with these types of emergencies, the extent of the Committee's involvement extends to the full gamut of emergency matters.

UPCOMING EVENTS

September 28th, EMBC workshop in Port McNeill 'Managing Walk In Volunteers'
September 29th Mock disaster at Port Hardy Airport
October 19th Emergency Social Services Directors meeting in Campbell River.

NEXT MEETING DATE

Moved/Seconded/Carried
THAT the next meeting of the Emergency Planning Committee be conducted on October 29, 2013 at noon in the Council Chambers of the Municipal Hall.

ADJOURNMENT

Moved
THAT the meeting be adjourned. Time: 12:40pm

EPC-10-2013
NEXT MEETING

EPC-11-2013
ADJOURNMENT

DISTRICT OF PORT HARDY
FINANCE COMMITTEE MEETING
4:00 pm Sept.24, 2013

Call to Order: Mayor Parnham

Time: 4:00 pm

Present: Mayor Bev Parnham, Councillors Huddleston, Tidbury, Shaw, Dorward, Hemphill,
Marcotte
Rick Davidge, CAO, Allison McCarrick, DFS

1. User rates 2014

User rate fees for 2014 were discussed. A complete review of the 2013 User Rates Bylaw was completed with proposed increases for 2014 of:

1.1% to water, sewer, garbage and recycling

2.0% to harbour and seaplane base rates

1.75% to recreation rates

The balance of the user rates will remain the same as 2013 with a zero increase.

2. Departmental "top three" long term projects were presented for informational purposes

Public works: Airport wastewater treatment plant
Downtown revitalization
Public works facility

Harbour: Seagate Pier

Arena: Heat exchanger
Compressor rebuild
Skate sharpener

Pool: Electrical upgrades
Whirlpool
Lockers
Roof

Fire: Fire truck

3. The New Building Canada Plan was reviewed with emphasis on the National and Provincial Infrastructure components.

National Infrastructure Component

"It will focus on highways, public transit, disaster mitigation, and a gateway and trade corridor-related infrastructure."

Provincial-Territorial Infrastructure Component

"will support projects of national, regional, and local significance...."
"Such as highways, public transit, drinking water, wastewater, connectivity and broadband, and innovation, for people."

4. The new uses for Gas Tax Funds were discussed:

" You will now also be able to invest Gas Tax transfers in:"

- a) projects supporting culture, tourism, sport and recreation
- b) disaster mitigation
- c) broadband communication systems
- d) local and regional airports

5. Carbon Neutral Policy

The committee discussed the establishment of a Carbon Neutral Policy to indicate the commitment of the District towards Carbon Neutrality. This policy recommendation will be forwarded to Council at a future meeting requesting a resolution of this policy.

6. Commodity Tax Review

The committee discussed the merits of having a commodity tax review completed. This review is of no cost to the District and will ensure the District has received all tax rebates.

The Finance Committee recommends to Council the following:

Carbon Neutral Policy

- 1. That a carbon neutral policy be drafted and presented to Council at a future council meeting for a resolution.

User rates 2014

- 2. That the 2014 user rates bylaw is presented to Council at a future council meeting for 3 readings.

Moved

That we adjourn:

Time: 5:45pm



**MINUTES
DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE
MEETING OF SEPTEMBER 26, 2013**

Present: Councillors Tidbury, Marcotte, Huddlestan

Regrets: Rick Davidge, CAO

Also Present: Trevor Kushner, Director of Operational Services
Rick Davidge, CAO
Leslie Driemel, Recording Secretary

Citizens: None

**AGENDA
APPROVED AS
PRESENTED**

1. Call to Order:

Councillor Tidbury chaired the meeting. Called to order. Time: 9:05 am

2. Approval of Agenda

Moved/Seconded/Carried
THAT the agenda be approved as presented.

**CENOTAPH
PROJECT UPDATE**

3. Cenotaph Project update.

Rick Davidge, CAO and T. Kushner, Director of Operational Services updated the Committee on the status of the project.

**MINUTES OF
MEETING HELD
AUGUST 22/13**

4. Minutes of the meeting held August 22, 2013

Moved/Seconded/Carried
THAT the minutes of the meeting held August 22, 2013 be approved as presented.

**ACTION ITEM
REVIEW**

5. Action Items Review.

Ball fields – R. Davidge advised obtaining contact names for ball field users has been difficult. Councillor Marcotte will try to provide names. Use of the ball fields is at no cost and having the user groups contribute to upkeep would be helpful. Staff will work to arrange a meeting with the ball field user groups before the ball season starts in the spring.

Seacan storage containers – Councillor Tidbury advised the containers are onsite and can be installed when Public Works has available time. The Committee requested Public Works work with Councillor Tidbury to plan the specific locations of the seacans and prepare the site.

Other items

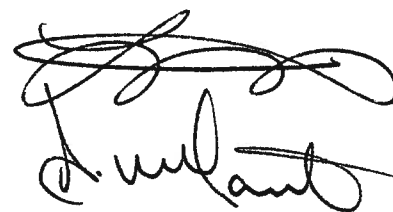
Councillor Marcotte advised Tourism Port Hardy has tourism photography opportunity signage (bear/RCMP officer) available and would like to place it. R. Davidge CAO advised they can go ahead.

	<p>Councillor Huddlestan requested Public Works do line painting at the Port Hardy Seniors Centre. T. Kushner advised it can be done, weather permitting.</p>
	<p>6. Correspondence</p> <p>a. Dylan Gothard, Design Manager, BC Hydro (Sept 5/13) re: Funding Available for Electric Beautification Projects.</p>
BC HYDRO BEAUTIFICIATION FUNDING	<p>The Committee discussed the BC Hydro funding and the high costs of relocating lines underground along roadways and to the properties. T. Kushner advised that leveraging beautification funding is best for a major revitalization project as the 1/3 contribution required by the District is costly for smaller individual projects.</p>
	<p>7. Round Table Discussion</p>
ROUND TABLE DISCUSSION	<p>T. Kushner updated the Committee on the status of Public Works projects including: road paving, inner city trails project, Elk Drive water leaks, Seaview Drive driveway concerns, Duval Road bridge and the transition of water and sewer utilities from EPCOR to the District.</p> <p>The Committee discussed LED vs high pressure sodium lighting in streetlights, including: placement of fixtures, purchase costs, energy savings and length of time for payback. T. Kushner advised that when new area / subdivisions / roadways are constructed it would be suitable to look at LED lighting for those projects. R. Davidge, CAO advised the recreation department is also reviewing the use of LED lighting at that facility.</p> <p>The '50 km/hr ahead' speed limit sign at the entrance to town was discussed.</p> <p>The crosswalks at Granville / Douglas Street as a major pedestrian crossing area in the community were discussed. Councillor Huddlestan and Tidbury requested the Director of Operational Services contact the Town of Port McNeill regarding the pedestrian controlled light at the Campbell Way crosswalk near the recreation / NISS area.</p> <p>The Committee members discussed how Council members are often contacted by local citizens on operational issues / complaints. The process for receiving complaints from the public and how they are forwarded to Public Works was discussed. R. Davidge, CAO advised there are forms and procedures in place to process citizen complaints and concerns.</p>
	<p>Items postponed: T. Kushner, Dir. Operational Services re: New Public Works Yard location report re: updates on capital and operations Joe Jewell re: Vancouver Island University presentation on biosolids</p>
MEETING DATES	<p>8. Notice of Next meetings: Thursday October 17 9:00 am Thursday November 21, 4:00 pm <u>Tuesday</u> December 17, 4:00 pm Thursday January 16, 4:00 pm</p>
ADJOURNMENT	<p>9. Adjournment The meeting adjourned: Time: 9:40 am</p>

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002792	05/09/2013	00044	ACKLANDS - GRAINGER INC.	852.03	
002793	05/09/2013	00829	ANA'S HARDY CLEAN	2,487.89	
002794	05/09/2013	01836	ARIES SECURITY LTD.	3,417.75	
002795	05/09/2013	01816	BC SALMON FARMERS ASSOCI	1,000.00	
002796	05/09/2013	00580	BRITISH COLUMBIA SAFETY	1,451.34	
002797	05/09/2013	00281	CHEVRON CANADA LTD.	1,123.78	
002798	05/09/2013	00275	Davidge, Rick	772.62	
002799	05/09/2013	01982	DIGITAL POSTAGE ON CALL	1,050.00	
002800	05/09/2013	01476	DOR-TEC SECURITY LTD.	115.25	
002801	05/09/2013	02488	Dorward, Janet	394.50	
002802	05/09/2013	02785	General Paint	1,097.13	
002803	05/09/2013	02746	Huddleston, Deborah	484.35	
002804	05/09/2013	02796	Jones, Daniel	2,500.00	
002805	05/09/2013	01032	K PEARSON CONTRACTING LT	1,507.80	
002806	05/09/2013	02489	Marcotte, Rick	394.50	
002807	05/09/2013	01777	MCCARRICK,ALLISON	35.00	
002808	05/09/2013	00014	MINISTER OF FINANCE	2,227.50	
002809	05/09/2013	00304	MONK OFFICE	114.82	
002810	05/09/2013	00017	MUNICIPAL INSURANCE ASSO	1,096.78	
002811	05/09/2013	01419	MURDY & MCALLISTER	409.77	
002812	05/09/2013	00033	NAPA AUTO PARTS/PORT HAR	66.83	
002813	05/09/2013	01014	NICKERSON, SCHELL	35.00	
002814	05/09/2013	00122	Northcall Communications	107.52	
002815	05/09/2013	00175	PARNHAM, BEV	1,078.47	
002816	05/09/2013	02051	PORT MCNEILL ENTERPRISES	8,786.93	
002817	05/09/2013	01886	Q.N.P.C. Ltd.	155,230.87	
002818	05/09/2013	02564	RadioWorks Communication	9,675.68	
002819	05/09/2013	01511	Scotiabank	265.00	
002820	05/09/2013	00089	THE HOBBY NOOK	47.04	
002821	05/09/2013	02235	Top Island Traffic Servi	310.41	
002822	05/09/2013	01026	VIMAR EQUIPMENT LTD.	333.90	
002823	12/09/2013	00046	ANDREW SHERET LTD.	1,554.70	
002824	12/09/2013	02600	Kushner, Trevor	227.80	
002825	12/09/2013	00217	ORKIN CANADA CORPORATION	72.45	
002826	12/09/2013	00080	PUROLATOR INC.	66.66	
002827	12/09/2013	00107	RECEIVER GENERAL FOR CAN	17,057.69	
002828	12/09/2013	01523	RECEIVER GENERAL FOR CAN	380.31	
002829	12/09/2013	02788	Walmart Recreation Produc	165,821.62	
002830	18/09/2013	00047	B.C. HYDRO	10,731.11	
002831	18/09/2013	02281	B.C. HYDRO	5,689.95	
002832	18/09/2013	02271	BAILEY WESTERN STAR TRUC	416.97	
002833	18/09/2013	02802	Bank of Nova Scotia	760.00	
002834	18/09/2013	01805	BUSY B'S DISTRIBUTING	26.15	
002835	18/09/2013	02468	Canwest Propane	2,168.10	
002836	18/09/2013	02399	CaseWare International I	561.75	
002837	18/09/2013	02221	CERTIFIED ENSEMBLE SERVI	651.95	
002838	18/09/2013	00281	CHEVRON CANADA LTD.	3,379.14	
002839	18/09/2013	02811	City of Courtenay	10,080.00	
002840	18/09/2013	02808	Clarke, Julie	403.82	
002841	18/09/2013	02407	Commercial Solutions Inc	1,380.75	
002842	18/09/2013	01433	COMOX PACIFIC EXPRESS LT	263.11	
002843	18/09/2013	00054	DAVE LANDON MOTORS LTD.	200.16	
002844	18/09/2013	00218	DB PERKS AND ASSOCIATES	283.73	
002845	18/09/2013	02140	DOUG LLOYD CONTRACTING	98.70	
002846	18/09/2013	00667	FOUR STAR WATERWORKS LTD	906.66	
002847	18/09/2013	00099	FOX'S DISPOSAL SERVICES	11,476.57	
002848	18/09/2013	01985	Harbour Signs Ltd.	15.68	
002849	18/09/2013	00052	HARDY BUILDERS' SUPPLY	107.87	
002850	18/09/2013	00063	HOME HARDWARE BUILDING C	318.61	
002851	18/09/2013	00273	JM'S MOBILE WELDING INC	3,008.90	
002852	18/09/2013	01167	JUST RITE PRECISION SHAR	201.60	
002853	18/09/2013	00065	K & K ELECTRIC LTD.	91.93	
002854	18/09/2013	00253	Keta Cable	133.55	
002855	18/09/2013	02197	LANDON COLLISION AND TOW	78.25	
002856	18/09/2013	02459	LGN Trucking & Courier	11.38	
002857	18/09/2013	00069	MACANDALE'S	82.49	
002858	18/09/2013	02007	MARSHALL WELDING AND FAB	477.69	
002859	18/09/2013	02628	McRae's Environmental Se	5,533.50	
002860	18/09/2013	00827	Municipal World Inc.	51.98	
002861	18/09/2013	00033	NAPA AUTO PARTS/PORT HAR	513.22	
002862	18/09/2013	01645	NORTH ISLAND COMMUNICATI	241.50	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
002863	18/09/2013	00027	NORTH ISLAND VETERINARY	588.34	
002864	18/09/2013	00075	O.K.TIRE STORE (PORT HAR	92.86	
002865	18/09/2013	02071	PACIFICUS BIOLOGICAL SER	12,910.72	
002866	18/09/2013	00505	PARR'S CONSTRUCTION LTD	200.00	
002867	18/09/2013	02805	Physio-Control Canada Sa	111.16	
002868	18/09/2013	02202	Planet Clean	562.90	
002869	18/09/2013	00810	Plumbing Officials Assoc	325.00	
002870	18/09/2013	00769	Praxair Distribution	28.78	
002871	18/09/2013	02766	PROFIRE EMERGENCY EQUIPM	600.69	
002872	18/09/2013	00080	PUROLATOR INC.	415.85	
002873	18/09/2013	01990	ROAD RANGER FREIGHT/0702	42.33	
002874	18/09/2013	02522	Strathcon Industries	66.30	
002875	18/09/2013	00113	STRYKER ELECTRONICS LTD.	504.00	
002876	18/09/2013	00088	Swiftsure Petroleum Dist	34.74	
002877	18/09/2013	00150	THE SOURCE	366.24	
002878	18/09/2013	00485	TRAN SIGN (1999) LTD.	1,911.80	
002879	18/09/2013	01934	WIGGINS ADJUSTMENTS LTD.	402.49	
002880	18/09/2013	00164	Xerox Canada Ltd.	190.97	
002881	18/09/2013	00487	O.K. Paving Company	112,455.00	
002882	23/09/2013	01393	DEKAN ENTERPRISES LTD.	4,360.25	
002883	23/09/2013	01393	DEKAN ENTERPRISES LTD.	9,606.94	
002884	23/09/2013	00428	LAND TITLE AND SURVEY AU	11.10	
002885	23/09/2013	00428	LAND TITLE AND SURVEY AU	11.10	
002886	26/09/2013	00044	ACKLANDS - GRAINGER INC.	169.05	
002887	26/09/2013	02812	Chartered Prof. Accounta	114.71	
002888	26/09/2013	00281	CHEVRON CANADA LTD.	1,366.55	
002889	26/09/2013	01998	COASTAL WEAR PRODUCTS	282.69	
002890	26/09/2013	01433	COMOX PACIFIC EXPRESS LT	203.65	
002891	26/09/2013	02730	CUPE Local 401	585.70	
002892	26/09/2013	00218	DB PERKS AND ASSOCIATES	74.68	
002893	26/09/2013	01901	DENNISON, MELINDA	350.18	
002894	26/09/2013	00667	FOUR STAR WATERWORKS LTD	1,308.52	
002895	26/09/2013	00194	INT'L UNION OPERATING EN	523.31	
002896	26/09/2013	02813	Iridia Medical	105.00	
002897	26/09/2013	00273	JM'S MOBILE WELDING INC	445.76	
002898	26/09/2013	02807	Johnson Security Solutio	81.76	
002899	26/09/2013	02796	Jones, Daniel	173.90	
002900	26/09/2013	00065	K & K ELECTRIC LTD.	1,132.53	
002901	26/09/2013	00428	LAND TITLE AND SURVEY AU	75.00	
002902	26/09/2013	02007	MARSHALL WELDING AND FAB	3,727.93	
002903	26/09/2013	01419	MURDY & MCALLISTER	6,758.61	
002904	26/09/2013	00033	NAPA AUTO PARTS/PORT HAR	546.16	
002905	26/09/2013	00487	O.K. Paving Company	127,008.00	
002906	26/09/2013	00203	Port Hardy & Dist. Chamb	697.50	
002907	26/09/2013	02374	Providence Place Society	1,000.00	
002908	26/09/2013	00080	PUROLATOR INC.	192.31	
002909	26/09/2013	00107	RECEIVER GENERAL FOR CAN	13,726.52	
002910	26/09/2013	01523	RECEIVER GENERAL FOR CAN	476.08	
002911	26/09/2013	02806	Rick Gentry	267.75	
002912	26/09/2013	02759	Sandwick Alternate Schoo	1,900.00	
002913	26/09/2013	02107	SMEDLEY, PATTI	652.71	
002914	26/09/2013	02810	TD Canada Trust	341.08	
002915	26/09/2013	02424	Team Aquatic Supplies Lt	341.89	
002916	26/09/2013	00161	TELUS MOBILITY (BC)	830.17	
002917	26/09/2013	02177	THE FIRE SHOP	946.85	
002918	26/09/2013	00089	THE HOBBY NOOK	585.21	
002919	26/09/2013	00150	THE SOURCE	1,108.77	
002920	30/09/2013	00428	LAND TITLE AND SURVEY AU	77.70	
				Total:	757,976.25

*** End of Report ***





DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Mayor and Council
FROM: Allison McCarrick, DFS
SUBJECT: 2013 Tax Sale
DATE: October 3, 2013

Purpose:

To provide Council with information on the 2013 tax sale.

Properties included in the 2013 tax sale:

Roll number	Civic address	Lot	Plan	Upset price
5010010	5920 Beaver Harbour Road	6	28213	10,349.28
12003006	7450 Rupert Street	4	201SP	3,140.76
12003012	7450 Rupert Street	7	201SP	2,882.10
12003014	7450 Rupert Street	8	201SP	2,904.24
12003018	7450 Rupert Street	10	201SP	2,857.42
12003034	7450 Rupert Street	18	201SP	2,758.86
12003064	7450 Rupert Street	33	201SP	2,832.81

Properties sold:

5920 Beaver Harbour Road – sold to a member of the public

4 - 7450 Rupert Street – sold to a member of the public

7 - 7450 Rupert Street – sold to a member of the public

8 - 7450 Rupert Street – sold to the District of Port Hardy

10 - 7450 Rupert Street – sold to the District of Port Hardy

18 - 7450 Rupert Street – sold to the District of Port Hardy

33 - 7450 Rupert Street – sold to a member of the public

Respectfully submitted,

Allison McCarrick, DFS



DISTRICT OF PORT HARDY

BYLAW NO. 1015-2013

A Bylaw to Exempt Certain Properties from Taxation for the Years 2014, 2015 and 2016

WHEREAS section 224 of the *Community Charter* provides the authority to exempt land or improvements, or both from taxation for a specified term;

AND WHEREAS the District of Port Hardy has established objectives for Permissive Tax Exemptions as part of its Financial Plan as described in District of Port Hardy Financial Plan 2013 – 2017 Bylaw No. 1011-2013;

AND WHEREAS current permissive tax exemptions authorized by Council will expire on December 31, 2013 and the District has received Permissive Tax Exemption Applications from non-profit societies for its consideration;

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

PART 1 CITATION

1.1 This Bylaw shall be cited as "District of Port Hardy Permissive Tax Exemptions 2014, 2015 and 2016 Bylaw No. 1015-2013".

PART 2 APPLICATION

2.1 The following properties and improvements thereon are exempt from taxation imposed by section 197(1)(a)[municipal property taxes] of the *Community Charter* for the years 2014, 2015 and 2016:

- a) Lot 1, Sections 21, 22 and 28, Township 6, Rupert District, Plan 22815
Parcel Identifier: 003-182-363
Roll No.: 33404607.001
Civic Address: 5455 Beaver Harbour Road
Ownership: District of Port Hardy
Leased by: Fort Rupert Curling Club
- b) Lot 1, Section 1, Township 8, Rupert District, Plan 33088
Parcel Identifier: 000-226-513
Roll No.: 33408016.000
Civic Address: 7580 Park Drive
Ownership: District of Port Hardy
Leased by: Grassroots Garden Society, Soc. No. S-0056282
- c) Lot A, Section 36, Township 9, Rupert District, Plan VIP54136
Parcel Identifier: 017-756-545
Roll No.: 33412090.000
Civic Address: 7480 Rupert Street
Ownership: Provincial Rental Housing Corporation, Inc. No. 52129
Leased by: Port Hardy Seniors Housing Society, Soc. No. S-27193

- d) Lot B, Section 36, Township 9, Rupert District, Plan VIP64961
Parcel Identifier: 023-697-466
Roll No.: 33412090.372
Civic Address: 7250 Market Street
Ownership: District of Port Hardy
Leased by: Port Hardy and District of Chamber of Commerce
- e) Lot 30, Section 36, Township 9, Rupert District, Plan 3128
Parcel Identifier: 006-311-300
Roll No.: 33412026.058
Civic Address: 7110 Market Street
Ownership: District of Port Hardy
Leased by: Port Hardy Heritage Society
- f) Lot 1, Section 22, Township 6, Rupert District, Plan 15258
Parcel Identifier: 000-008-699
Roll No.: 33404705.000
Civic Address: 4965 Beaver Harbour Road
Ownership: Royal Canadian Legion Branch 237, Fort Rupert Branch
- g) Lot B, Section 36, Township 9, Rupert District, Plan VIP72594
Parcel Identifier: 025-098-161
Roll No.: 33412054.016
Civic Address: 8870 Central Street
Ownership: District of Port Hardy
Leased by: Rainbow Country Daycare Society
- h) Lots 17 and 18, Section 36, Township 9, Rupert District, Plan VIP72594
Parcel Identifiers: 006-414-150 and 006-414-176
Roll No.: 33412018.032
Civic Address: 8720 Main Street
Ownership: Port Hardy Hospital Auxiliary Society, Inc. No. S35168
- i) Lot 3, Section 36, Township 9, Rupert District, Plan 28227
Parcel Identifier: 002-025-094
Roll No.: 33412053.004
Civic Address: 7095 Thunderbird Way
Ownership: North Island Crisis and Counselling Centre Society, Inc. No. S-16881
- j) Lot 5, Block 8, Section 36, Township 9, Rupert District, Plan 2178
Parcel Identifier: 004-856-490
Roll No.: 33412022.028
Civic Address: 8735 Hastings Street
Ownership: North Island Crisis and Counselling Centre Society, Inc. No. S-16881
- k) Lot 1, Sections 16 and 21, Township 6, Rupert District, Plan VIP52750
Parcel Identifier: 017-432-561
Roll No.: 33427508.506
Civic Address: 5935 Bronze Road
Ownership: Her Majesty the Queen in Right of the Province of British Columbia
Leased by: Tri-Port Speedway Association

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 day of , 2013.

Read a second time the day of , 2013.

Read a third time the day of , 2013.

Adopted on the day of , 2013.

Director of Corporate &
Development Services

Mayor