



DISTRICT OF PORT HARDY

AGENDA REGULAR MEETING OF COUNCIL 7:00 PM TUESDAY, JUNE 12, 2012

MUNICIPAL HALL COUNCIL CHAMBERS

Mayor: Bev Parnham
Councillors: Janet Dorward, Jessie Hemphill, Al Huddleston, Rick Marcotte,
Nikki Shaw, John Tidbury

Staff: Rick Davidge, Chief Administrative Officer
Gloria Le Gal, Director of Corporate Services
Deb Clipperton, Director of Financial Services
Trevor Kushner, Director of Operations

MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL MAY 22, 2012

CALL TO ORDER: Deputy Mayor Shaw Time: 7:00 pm

PRESENT: Deputy Mayor Shaw, Councillors Hemphill, Marcotte, Tidbury

REGRETS: Mayor Parnham Councillors Dorward, Huddlestan

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Gloria Le Gal, Director Corporate Services
Deb Clipperton, Director Financial Services
Leslie Driemel, Recording Secretary

Media: None

Citizens: None

2012-116
APPROVAL OF AGENDA
AS PRESENTED

APPROVAL OF AGENDA

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

ADOPTION OF MINUTES

1. The minutes of the Committee of the Whole meeting held May 8, 2012.

2012-117
MINUTES OF THE
COMMITTEE OF THE
WHOLE MEETING MAY 8,
2012 APPROVED

Moved/Seconded/Carried
THAT the minutes of the Committee of the Whole meeting held May 8, 2012 be approved as presented.

2. The minutes of the Regular Council Meeting held April 24, 2012.

Councillor Hemphill requested her Council report in the minutes be amended from: Attending the Emergency Preparedness Meeting at the Civic Centre.
to: Advising Council of the upcoming Emergency Preparedness Meeting at the Civic Center.

2012-118
MINUTES OF THE
REGULAR COUNCIL
MEETING MAY 8, 2012
APPROVED AS
AMENDED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held May 8, 2012 be approved as amended.

DELEGATIONS

1. No Delegations

BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received as information.

CORRESPONDENCE

No Correspondence

①

NEW BUSINESS

No new business

COUNCIL REPORTS

Councillor Hemphill reported on:

- Attending the Legislative Review Committee meeting on May 16th and the review of the Animal Control Bylaw.

Councillor Marcotte - no report

Councillor Tidbury reported on:

- Attending the Vancouver Island North 2012 Tourism Season Launch event and advised it was well done with speakers focusing on social media and internet access and usage.

Deputy Mayor Shaw reported on:

- Attending the Executive meeting for the Health Network Steering Committee.
- Stepping down as Chair for the Health Network Steering Committee and as Chair of the Health Network Housing Committee.

COMMITTEE REPORTS

1. Legislative Review Committee Minutes of the meeting held May 15, 2012 were received as information.

STAFF REPORTS

1. G. Le Gal, Director Corporate Services (May 17/12) re: Carnarvon Place Park.

Council discussed the Carnarvon Place Park and its state of disrepair.

Moved/Seconded/Carried

1. That the equipment be removed as soon as possible; and
2. That staff be directed to prepare a report detailing all options for Council.

Council discussed the need to advise the area property owners of actions being taken regarding Carnarvon Place Park.

Moved/Seconded/Carried

THAT staff send letters to the property owners in the area updating them on what will be happening at Carnarvon Place Park.

2. G. Le Gal, Director Corporate Services (May 17/12) re: Seaplane Base Operations Contract.

COUNCIL REPORTS

2012-119
CARNARVON PLACE
PARK

2012-120
UPDATE PROPERTY
OWNERS RE: ACTION AT
CARNARVON PLACE
PARK

2012-121
SEAPLANE BASE
OPERATIONS
CONTRACT APPROVED

Moved/Seconded/Carried
THAT The District of Port Hardy proceed with signing the contract with Sea Legend Pilotage Ltd., Great Bear Nature Tours Ltd. and CBE Construction Ltd for the Operation of the District of Port Hardy Seaplane Base.

3. D. Clipperton, Director Financial Services (May 17/12) re: 201 Audited Financial Statements.

2012-122
DRAFT FINANCIAL
STATEMENTS
APPROVED

Moved/Seconded/Carried
THAT Council accept the draft 2011 Financial Statements.

4. G. Wolden, Recreation Facility Foreman (May 17/12) re: Tender for Recreation Centre Whirlpool Construction.

Council discussed the budget, tender prices received and options for the Recreation Center Whirlpool Construction.

2012-123
REJECT TENDERS FOR
RECREATION CTR
WHIRLPOOL
CONSTRUCTION

Moved/Seconded/Carried
THAT the District of Port Hardy reject all tenders for the Recreation Center Whirlpool Construction.

Council discussed the fibreglass option, Vancouver Island Health Authority approval time frame and age of the pool tank.

2012-124
REVIEW FIBREGLASS
OPTIONS FOR
RECREATION CTR
WHIRLPOOL
CONSTRUCTION

Moved/Seconded/Carried
THAT the District of Port Hardy review the fibreglass option for a whirlpool, Vancouver Island Health Authority requirements and time frame for approval and if possible tender and construct within this year.

BYLAWS

1. District of Port Hardy Commission Repealing Bylaw 08-2012 for Adoption.

2012-125
BL 08-2012 COMMISSION
REPEALING ADOPTED

Moved/Seconded/Carried
THAT the District of Port Hardy Commission Repealing Bylaw No. 08-2012 be adopted.

2. District of Port Hardy Vacant Property Bylaw 09-2012. For First, Second and Third Reading.

2012-126
BL 09-2012 VACANT
PROPERTY 1ST 2ND 3RD
READING

Moved/Seconded/Carried
THAT the District of Port Hardy Vacant Property Bylaw 09-2012 receive First, Second and Third Reading,

3. District of Port Hardy User Rates and Fees for 2012 Amendment Bylaw 10-2012. For First, Second and Third Reading.

2012-127
BL 10-2012 VACANT
AMEND USER RATES &
FEES FOR 2012 1ST 2ND
3RD READING

Moved/Seconded/Carried
THAT the District of Port Hardy User Rates and Fees for 2012 Amendment Bylaw 10-2012 receive First, Second and Third Reading.

4. District of Port Hardy Animal Care and Control Bylaw 11-2012. For First, Second and Third Reading.

Council requested the following amendments be made to the District of Port Hardy Animal Care and Control Bylaw 11-2012:

Change Section 4.4

From: Notwithstanding section 4.2, a dog is not required to be on a leash while in a designated off-leash area as shown on Schedule A.

To: Notwithstanding section 4.3, a dog is not required to be on a leash while in a designated off-leash area as shown on Schedule A.

Change Section 4.8

From: The owner or possessor of any dog that is lawfully not on a leash pursuant to section 4.2 shall:

- a) keep the dog under control by verbal command at all times; and
- b) ensure that the dog does not cause injury to any person or other animal or cause damage to any property.

To: The owner or possessor of any dog that is lawfully not on a leash pursuant to section 4.3 shall:

- a) keep the dog under control by verbal command at all times; and
- b) ensure that the dog does not cause injury to any person or other animal or cause damage to any property.

Delete: Section 11.2

2012-128
BL 11-2012 ANIMAL CARE
AND CONTROL 1ST
READING AS AMENDED

Moved/Seconded/Carried
THAT the District of Port Hardy Animal Care and Control Bylaw 11-2012 receive First Reading amended.

2012-129
BL 11-2012 ANIMAL CARE
AND CONTROL RECEIVE
2ND AND 3RD READING

Move/Seconded/Carried
THAT the District of Port Hardy Animal Care and Control Bylaw 11-2012 receive Second and Third Reading.

INFORMATION AND ANNOUNCEMENTS

Deputy Mayor Shaw reviewed the information and announcements.

JUNE 19 MEETINGS TO
BE REVIEWED

Councillor Marcotte requested that one of the two June 19th meetings, Downtown Revitalization Planning Meeting at 8:30 am - 3:30 pm in Council Chambers or the Finance Committee Meeting at 10:00 am be moved to another day.

ADJOURNMENT

2012-130
ADJOURNMENT

Moved
THAT we adjourn.

Time: 7:56 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

(4)

MAYOR

ITEM	ACTION – REGULAR MEETING OF MAY 22, 2012	WHO	STATUS /COMMENTS
G. Le Gal, Director Corporate Services (May 17/12) re: Carnarvon Place Park	Remove equipment. Prepare a report detailing all options for Council Advise property owners of actions Contract approved. Prepare contract for signatures.	TK TK GL GL	Scheduled for removal June 18 Done Done
G. Le Gal, Director Corporate Services (May 17/12) re: Seaplane Base Operations Contract.	Draft 2011 Financial Statements accepted. Advise auditors	DC	
D. Clipperton, Director Financial Services (May 17/12) re: 2012 Audited Financial Statements.	All tenders rejected. Advise tender proponents. Review fibreglass option, VIHA requirements and time frame for approval and if possible tender and construct within this year. Amended at first reading. Amend and bring back for 3 rd reading	GW & RD & DC GL	In progress Underway Agenda item
Animal Control and Care Bylaw	Change Finance Committee meeting date/time as requested.	DC	June 20th 3:30-5 pm
C/Marcotte re: June 19 meetings: Downtown Revite/ Planning 8:30-3:30 and Finance Committee 10:00 am	ACTION – REGULAR MEETING OF APRIL 24, 2012	WHO	STATUS /COMMENTS
C. Tidbury from April 2011 Action items Fireplace / woodstove inspection rates	Request for update.	GL/D C	On agenda for next Strategic Planning /Budget meeting
R.Scott School/SD 85 Commercial rentals	Council directed staff to: b. continue to gather more information regarding regulations and practices in other communities c. review zoning issues with the upcoming zoning bylaw review	GL GL	In progress In progress
RDMW re: Regional business data and internet gateway project - Port Hardy businesses into database.	Staff to further investigate the request from the RDMW regarding the regional business data and internet gateway project.	PS	Meeting set- May 22
Gwa'sala-Nakwaxda'xw Nations re: Floating structure at Seagate Wharf	Write letter of support and proceed with discussions with Gwa'sala-Nakwaxda'xw Nation.	RD/ PS	In progress
Storey's Creek Watermain Tender	Awarded to PH Bull Dozing for \$73,136.28.	TK	Waiting rchaeological Permit. Construction June 18
ITEM	ACTION – REGULAR MEETING OF MARCH 13, 2012	WHO	STATUS /COMMENTS
Sustainability Committee - recommendation for public consultation on neighbourhood zero emission vehicles	Refer to new Community Consultative Committee to do	GL	In progress
ITEM	ACTION – REGULAR MEETING OF FEBRUARY 28,2012	WHO	STATUS /COMMENTS
Legislative Review Committee Minutes Feb 22/12 re: Chickens in residential areas	Chickens in residential areas, no direction to proceed, C/Hemphill may continue research	C/JH	Referred to Sustainability Comm

Agenda

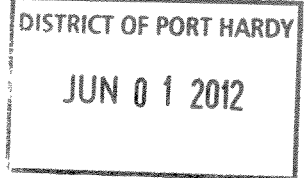
Minister of Canadian Heritage
and Official Languages



Ministre du Patrimoine canadien
et des Langues officielles

Ottawa, Canada K1A 0M5

MAY 23 2012



Mrs. Patricia Smedley
Economic and Community Development Coordinator
DISTRICT OF PORT HARDY
Post Office Box 68
Port Hardy, British Columbia
V0N 2P0

Dear Mrs. Smedley:

I would like to inform you that I have approved a grant in the amount of \$2,000 for your organization's project under the Celebrate Canada Program.

A cheque will be sent to you under separate cover. Please note that any payment is subject to the appropriation of funds by Parliament and to the budget levels of the Program.

In disbursing these funds, I am confident that you and your organization will encourage Canadians to celebrate their symbols, values, heritage and cultural diversity. I would ask, therefore, that every effort be made to ensure that the Canadian flag is displayed proudly during your events.

Following the completion of your activity, you are required to complete the Final Activity Report that can be found at the following Web link:
<http://www.pch.gc.ca/special/canada/finalreport>

Once completed, you can transmit the form by scan and email, fax, mail or courier or deliver it to your Canadian Heritage Regional Office no later than August 31, 2012.

In receiving funding from the Celebrate Canada Program, you agree to implement the Official Languages measures as indicated in your funding application.

I congratulate your organization on its project and extend my best wishes for the success of your celebrations.

Sincerely,

The Honourable James Moore, P.C., M.P.

Agenda

OFFICE OF THE PRESIDENT



May 24, 2012

Bev Parnham, Mayor
District of Port Hardy
7360 Columbia Street
PO Box 68
Port Hardy, BC
V0N 2P0

MAY 23 2012

Dear Bev,

RE: North Island College's Industrial Research Chair Application

We are pleased to inform you that North Island College was successful in its application for a grant from the Natural Sciences and Engineering Research Council (NSERC) to fund an Industrial Chair to work with a number of local project partners (Marine Harvest, Creative Salmon, Mainstream Canada, and Grieg BC Seafood) to monitor the environmental conditions related to salmon aquaculture. It was our first application to NSERC and we were the only college in BC to receive funding from this particular granting envelope.

We understand that the reason that we have been so successful is because of the strength of the partnerships that we have in the grant proposal and the community support that has been so vital to our application.

This is wonderful news for North Island College and we want to take this opportunity to thank you for your support of the project and for taking the time to forward us a letter of support as part of our proposal.

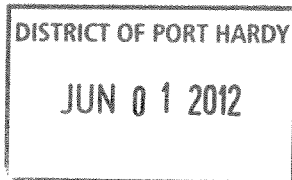
Your support for regional research and skills development is very much appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Jan Lindsay".

J. Lindsay, PsyD
President and CEO

Agenda



NORTH ISLAND COLLEGE



May 31st 2012

Mayor and Council
District of Port Hardy
Box 68
Port Hardy, B.C., V0N 2P0

Re: Board of Governors Representative – Mount Waddington

Dear Mayor and Council,

I am pleased to inform you of the recent appointment of Ms. Kathleen (Kathy) Nelson to the Board of Governors, as a representative for the Mount Waddington region. I have enclosed a copy of the North Island College News Release for your information.

As we move towards the end of the academic year, I would also like to invite a representative from Council to help us celebrate the success of our students at the Mount Waddington Region's Spring Graduation on June 13th 2012 at the Mount Waddington Regional Campus in Port Hardy. Should you require additional information about North Island College including the Board of Governors, please visit the North Island College website (www.nic.bc.ca).

We look forward to celebrating the passion and commitment of our students and hope that a representative from council will be able to attend. Should you have any questions, please feel free to contact me at any time.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Henriksen", with a long horizontal flourish extending to the right.

Karsten Henriksen, B.A., M.A.
Assoc. Regional Director (Mount Waddington Region)
North Island College
Phone (250) 949-7912 ext.2858 Fax (250) 949-2617

Cc: Jan Lindsay, President, North Island College
Susan Auchterlonie, Director, Community & College Relations
Kathy Nelson, Community Representative, Board of Governors

DISTRICT OF PORT HARDY
JUN 0 1 2012

NEWS RELEASE

NORTH ISLAND COLLEGE

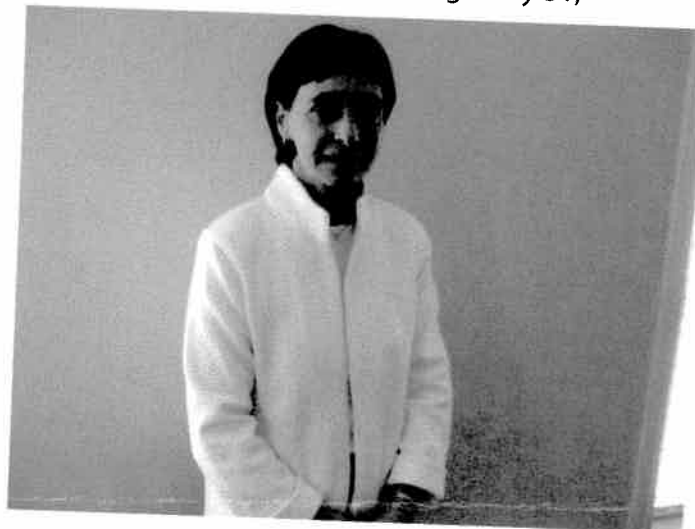
**April 23, 2012
FOR IMMEDIATE RELEASE
MR12-023**

Kathy Nelson appointed to NIC's Board of Governors

North Island College is pleased to announce the appointment of Ms. Kathleen (Kathy) Nelson to the Board of Governors, as a representative for the Mount Waddington region. Ms. Nelson's appointment is effective immediately and runs through July 31, 2014.

Ms. Nelson and her husband have owned a construction company since 1972, where she focuses on the financial side of the business. Previously, she worked as the Assistant Division Accountant for MacMillan Bloedel Ltd. and also worked in the accounting department for McLean and Higgins Ltd.

Active in her community, Ms. Nelson was recently elected President of the Port McNeill Rotary Club. She is also a member of the Royal Canadian Legion, the Port McNeill Cat's Meow Society, and the Tri-Port Dragon Boating Club. Ms. Nelson has also been involved with the following organizations: Sunset School Parent Advisory Committee (PAC) and as the representative for the district PAC; the St. John Ambulance Pet Therapy Program; and the Oak Bay Figure Skating Club.



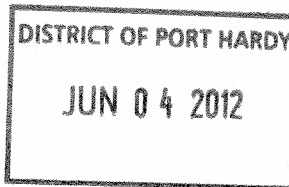
Ms. Kathleen Nelson will join the NIC Board of Governors as a representative for the Mount Waddington region.

For further information about the North Island College Board of Governors, please visit www.nic.bc.ca.

9



**Volunteers
Saving Lives
at Sea**



Agenda

Thursday, May 24th, 2012.

The Corporation of the District of Port Hardy
P.O. Box 68, Port Hardy, B.C. V0N 2P0

To Whom It May Concern:

RE: NAME CHANGE FOR CANADIAN COAST GUARD AUXILIARY -PACIFIC

As a partner in marine safety in our area, I am writing to inform you of an important development for the Canadian Coast Guard Auxiliary - Pacific.

Effective Saturday, May 26, 2012 our new name is **Royal Canadian Marine Search and Rescue (RCM-SAR)**.

There is no change to our operations. We will continue to provide 24/7 marine search and rescue service in our community as part of the SAR System. We will continue to be tasked by the Joint Rescue Coordination Centre and work side by side with the Canadian Coast Guard. We will also continue to work with you and other public safety agencies to keep our waters safe. You will see our new name and logo appear on our vessels, signage, and equipment.

Our new radio call sign will begin with RCM-SAR followed by the station number (city name). For example, Victoria's call sign will be R-C-M-SAR 3-5 Victoria, Delta's call sign will be R-C-M-SAR 8 Delta and so forth.

As you know we rely largely on community-based fundraising to purchase local rescue vessels and keep our crews trained and equipped. Surveys show that most members of the public are not aware that we are a separate organization from the Canadian Coast Guard. This confusion is limiting our fundraising and recruiting success. Our new brand will strengthen our ability to provide even better marine search and rescue service in our area.

25 Huron Street
Victoria, BC V8V 4V9

Tel 250.480.2798
Fax 250.480.2742

Web www.ccg-a-p.ca
Email info@ccga-p.ca

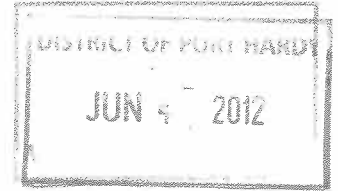


1400 volunteers in 49 units throughout the Pacific region

We are pleased that Her Majesty the Queen has granted us the title "Royal" in recognition of the organization's long-standing service, broad geographic coverage, and philanthropic mandate. We remain an all-volunteer service with an outstanding degree of professionalism. Our community can be proud of the dedicated crewmembers who contribute hundreds of hours to undergo rigorous training and stand ready to be called out at any time of day, in any kind of weather.

We look forward to working with you under our new name and collaborating on ways to keep our waters even safer.

Please do not hesitate to contact me if you have any questions.



Kind regards,

A handwritten signature in black ink, appearing to read "Randy Strandt", with a long horizontal flourish extending to the right.

Randy Strandt
President, Royal Canadian Marine Search and Rescue
Randy.strandt@rcmsar.com

25 Huron Street
Victoria, BC V8V 4V9

Tel 250.490.2798
Fax 250.490.2742

Web www.ccg-p.ca
Email info@ccga-p.ca



1400 volunteers in 49 units throughout the Pacific region



Representing Seniors Since 1950

The Council of Senior Citizens' Organizations of BC

#1908-1330 Harwood Street, Vancouver, B.C. V6E 1S8

Tel: 604-684-9720, E-mail: pither470@shaw.ca

DISTRICT OF PORT HARDY

JUN 01 2012

May 25, 2012

Mayor Bev Parnham

District of Port Hardy

Box 68, 7360 Columbia

Port Hardy, BC V0N 2P0

Dear Mayor Parnham,

I am writing to invite you to attend personally, or to ensure that District of Port Hardy is represented at an important and timely national conference to be held Oct. 1 and 2 in Richmond, B.C.

This key event will interest and inspire you. Conference participants will explore the wonderful opportunities, and the challenges, faced by seniors and civil society as Canadians live longer and fuller lives.

Drawing on expertise from around the world, participants will review how other jurisdictions are dealing with demographic changes, their impact on the health, housing and incomes of seniors, and the implications for society in general.

Our impressive roster of speakers includes:

- **Tine Rostgaard**, Aalborg University, Denmark, an internationally recognized expert on home care policies that allow people to age in place.
- **Victor Marshall**, senior scientist at North Carolina Institute on Aging, who conducts leading-edge research on work, retirement, and enhancing well-being in later life.

These and other **national and international experts** – as you'll see in the enclosed program – will address plenary sessions. We have also assembled high level panels to present and debate varying points of view on key issues. Workshops will give every participant the opportunity to discuss and share their first-hand experience, and to delve even more deeply into the impact of changing demographics on public resources and private life-styles.

It's not all work! **Arthur Black**, award-winning author and humorist, and long time host of CBC's *Basic Black*, will be our dinner speaker on Oct. 1.

This unique conference will be of interest to everyone who cares about civil society, and of particular interest to:

- Individual seniors and seniors' representatives from across B.C. and Canada.

DISTRICT OF PORT HARDY
JUN 01 2012

DISTRICT OF PORT HARDY
JUN 10 2012

- Municipal councilors and planners, social planning representatives, parks and recreation and health authority representatives.
- MLAs, Members of Parliament and First Nations.
- Federal and provincial departments dealing with seniors.
- Non-governmental organizations such as social planning councils, senior and community centre representatives, agencies working with seniors, unions, and advocacy groups.

We urge municipal councils to sponsor representatives from seniors' advisory committees to attend. We hope that every municipality in the province will send at least one representative.

We also ask **ministries** to sponsor delegates from provincial seniors' coordinating bodies.

All the information you need to register is included in the program materials. The registration fee includes several meals, and we have obtained a good hotel package for out-of-town delegates.

Please register early! The conference facility is only able to accommodate 400 delegates.

As the organizers of this conference, the Council of Senior Citizens' Organizations of B.C. (COSCO) believes seniors and their organizations must have continuing involvement in ensuring that policies affecting their lives are fair and just.

We were pleased with the rave reviews we received for the 2008 COSCO conference on Age-Friendly Communities and the blueprint for action laid out in the follow-up report on best practice. We are confident this conference will have an even greater impact.

Yours truly,



Sheila Pither
COSCO Secretary-Treasurer

PS Please register early to ensure you will have the opportunity to participate in this dynamic examination of the impact of longevity as a factor in how society evolves.

Enclosure: Detailed conference program and registration information.

Agenda

DISTRICT OF PORT HARDY

MAY 29 2012



Mt. Waddington
Highland Dancing Association
PO Box 467
Port Hardy, B.C.
VON 2P0

May 27, 2012

District of Port Hardy
7360 Columbia Street
Port Hardy, B.C.
VON 2P0

Dear Mayor and Council;

We are writing to you today on behalf of approximately 15 North Island highland dancers who will be attending the annual Scotdance Canada Championship Series which is taking place this year in Edmonton, Alberta in July 2012.

These dancers, who all compete regularly around the island and across British Columbia, have been training and fundraising for years for this trip.

One element of the event, which takes place over the week of competitions, is pin trading. The dancers have the opportunity to swap pins with other kids from around the world at the event. It is lots of fun and usually a highlight for the dancers.

We are hoping that the District of Port Hardy might be able to supply the dancers with some pins for the event. It doesn't matter if they are older or newer style of pins, a mix of any styles available would be great. We were hoping to be able to get about 20 pins per dancer for trading, which would mean we are hoping to be able to get about 300 pins. If this isn't possible we would be happy to take whatever amount the District is able to spare.

Thank you very much for your consideration.

Sincerely,

Brenda McCorquodale

Competition Secretary



The Corporation of THE CITY OF NORTH VANCOUVER
CITY CLERK'S DEPARTMENT

DISTRICT OF FORT HARDY
JUN 1 - 2012

E-MAIL CORRESPONDENCE

To: All Union of British Columbia Municipalities Members
Attention: Mayor and Council
From: Robyn G. Anderson, City Clerk
Subject: Protection of Fish Habitat in Waterways
Date: May 31, 2012
File No: 5280-08-01

The City Council at its regular meeting of Monday, May 28, 2012 endorsed the following resolution:

"WHEREAS the City of North Vancouver has made significant investments in the protection of fish habitat in waterways that pass through our City and on our waterfront;

AND WHEREAS the protection of natural habitats (fish habitat included) is an important value for the people of our community and in our Official Community Plan;

NOW THEREFORE BE IT RESOLVED THAT the City of North Vancouver call upon the Federal Government to abandon proposed changes to Section 35 (1) of the Fisheries Act that would see the removal of provisions banning or limiting activities that result in the "harmful alteration, disruption or destruction of fish habitat";

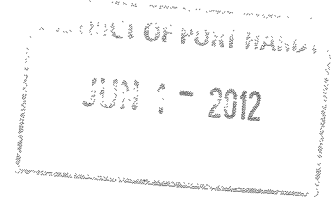
AND THAT this resolution be forwarded to the Federal and Provincial Ministers of Fisheries and Agriculture, to North Shore MPs and MLAs, and to all UBCM member municipalities."

Robyn G. Anderson, City Clerk
City of North Vancouver
141 West 14th Street
North Vancouver, BC V7M 1H9
Phone: 604-990-4233
email: randerson@cnv.org web: www.cnv.org

cc D. Pope, City Engineer
M. Hunter, Manager, Parks & Environment



MEMORANDUM



TO: Mayor and Council | Chair and Board

FROM: Chair Joe Stanhope, President

DATE: June 5, 2012

RE: REMINDER – Letters of Support to BCUC for FortisBC’s
Common Rates, Amalgamation and Rate Design Application

During my presentation to members at the 2012 Convention in Ucluelet, I spoke of the importance of supporting Fortis BC’s application currently before the BC Utilities Commission. At that time, Fortis BC was requesting written support from members by mid-May. Thank you to those that have already responded to that request. However, in follow-up with Carol Greaves, Community Relations Manager with Fortis BC, she advises that more letters are needed.

For those that have not yet been able to do so, I would respectfully seek your local government’s assistance in forwarding your letter of support as soon as possible. Attached is AVICC’s letter which may be helpful in drafting your own letter. Letters can be forwarded by email to Carol.Greaves@fortisbc.com so that they may be included when Fortis BC updates the application filing.

Thank you for assisting in this regard.



2012-03-29 10:12

March 29, 2012

To Whom It May Concern:

On behalf of those municipalities within the Association of Vancouver Island and Coastal Communities Association (AVICC) who are served by the Vancouver Island Gas Pipeline, may I state AVICC's very strong support for the Common Rates, Amalgamation and Rate Design Application currently being undertaken by FortisBC.

This initiative is required in order to improve competitiveness, efficiency, fairness and environmental friendliness for businesses, communities and municipal taxpayers within Southern Vancouver Island and the Sunshine Coast. The Common Rates, Amalgamation and Rate Design Application is seen by AVICC as a critical component in a comprehensive process which is underway by various participants to address longstanding concerns about operating issues and local costs associated with the Vancouver Island Gas Pipeline Project.

AVICC is actively working on various measures which require the Common Rates initiative to proceed. In order to implement these, we urge the Common Rates, Amalgamation and Rate Design Application approval by all pertinent authorities.

Yours truly,

Joe Stanhope
President

cc: AVICC Executive
Honourable Rich Coleman, Minister of Energy and Mines

525 Government St, Victoria, BC V8V 0A8
Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

Representing Local Government on Vancouver Island, Sunshine Coast, Powell River and Central Coast

JUN - 7 2012



Reference: 169972

May 30, 2012

I am writing to you in my capacity as the British Columbia (BC) Co-Chair of the Tsunami Debris Coordinating Committee to update you on planning for the anticipated arrival of this debris.

As you may know, on March 11, 2011, a magnitude 9.0 earthquake struck Japan and the ensuing tsunami claimed more than 15,000 lives and damaged more than 100,000 buildings. The tsunami washed an estimated 5 million tonnes of debris into the sea. It is estimated that 70 per cent sank off the coast of Japan, leaving approximately 1.5 million tonnes floating in the Pacific Ocean. The debris is comprised of wood, plastics and other buoyant materials. Based on modelling of ocean currents, some quantity of that material is expected to wash up on the western coastline of North America over the next few years.

While the debris presents a significant planning challenge, our best scientific experts have determined it is unlikely any of the debris that washes up on BC shores will pose a significant environmental or public health risk. Nevertheless, senior governments along North America's west coast have begun joint planning to deal with debris, establish protocols for handling any items of significance that may wash ashore and develop contingency plans in the event of hazardous debris.

In British Columbia, we have established a Tsunami Debris Coordinating Committee (TDC), whose role is to bring together the various levels of government and key interest groups in a coordinated response to the debris. The TDC, which is meeting regularly, is co-chaired by me, representing the Province of BC, and Mr. Paul Kluckner, Regional Director General, Environment Canada, representing Canada.

...2

- 2 -

The TDC oversees the activities of four subcommittees (Science and Monitoring, Debris Management Planning, Communications, and Intergovernmental Relations), which have been tasked with building the knowledge base, partnerships and plans necessary to respond to debris as it arrives. Membership is broad, and includes:

- BC Government representatives from the Ministries of Environment; Forests, Lands and Natural Resource Operations; Health; Aboriginal Relations and Reconciliation; Community, Sport and Cultural Development; Transportation and Infrastructure; and Justice and Attorney General (Emergency Management BC).
- Federal representatives from Environment Canada, Public Safety Canada, Fisheries and Oceans Canada, Parks Canada, Canadian Coast Guard, and Transport Canada.
- The Union of BC Municipalities.
- The Vancouver Aquarium (organizer of the Great Canadian Shoreline Cleanup) and Surfriders.

The TDC is currently exploring ways to engage with coastal First Nations and will work in the coming weeks to advance this goal.

Science and Monitoring Team

Responsible for advising the TDC on the amount, nature and timing of the arriving debris, this team works in close partnership with the U.S. National Oceanographic and Atmospheric Administration (NOAA). Due to their extensive expertise in modelling related to marine debris, staff at NOAA have become engaged with this group and are included in its membership. In keeping with this partnership, an agreement has been established with NOAA to have Canadian debris sightings reported through NOAA's website at www.marinedebris.noaa.gov/info/japanfaqs.html.

BC Parks is in the process of establishing baseline debris monitoring sites in four locations; Parks Canada is prepared to assist on Gwaii Haanas and Pacific Rim National Park. BC Parks sites will use NOAA monitoring protocols to ensure there is a consistent data set across the Pacific Northwest. BC will also be collaborating with volunteer groups that use the NOAA monitoring protocol to broaden the scope of monitoring coverage in the province.

The radiation issue has been discussed and evaluated. There is a consensus among participants, including related experts, that there is no radiation threat. The Parks sampling sites may also be used for radioactivity testing to verify these expert opinions and to further our understanding.

A number of opportunities to partner with external stakeholders on tracking and reporting on debris are also being considered.

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Debris Management Planning Team

Drawing on existing planning expertise available for emergency response, this committee has been tasked with reviewing existing planning for marine debris management and making recommendations to TDC regarding the form and content of a Tsunami Debris response plan, including protocols for safe handling of various wastes.

This group will also be responsible for recommending options for safe debris disposal. A roles and responsibilities document is currently being drafted that will seek to clarify authorities and accountabilities of the various partners. Once complete, the next step is to gather and communicate broadly the protocols for dealing with all types of debris. While many of these already exist, it is important they be scalable to ensure they can respond to a range of debris volume scenarios. Additional considerations for these protocols are:

- Establishing volunteer guidelines;
- Working in consultation with the Japanese consulate on sensitive debris finds;
- Considering the handling of hazardous materials; and
- Recognizing the need for early identification of waste storage and disposal capacity.

In general, we encourage everyone to dispose of beach debris in the nearest receptacle unless it is an item that appears to have personal or cultural significance, is large or is considered hazardous.

Communications Team

In support of public outreach on the tsunami debris issue, this group has established a BC Tsunami Debris website hosted by the Ministry of Environment where the TDC will provide regular updates (www.tsunamidebrisbc.ca).

As well, the following communication and outreach steps are being taken:

- Federal agencies (DFO, CCG) will be extending outreach to mariners as part of tracking/early warning of debris.
- Communication of response protocols will occur once they are available from the planning team.
- Consideration is also being given to other outreach activities, including looking at opportunities to engage with local communities.

Intergovernmental Relations

Consideration has been given to the interests of Japan should significant debris wash-up on the BC coast, and the Province has made agreements and commitments through the Pacific Coast Collaborative. These commitments centre on joint communications, volunteer protocols and information sharing.

Team members participate on regular bi-weekly updates from NOAA; these calls summarize the latest news related to tsunami debris in the Pacific Northwest.

JUN 7 2012

- 4 -

No one agency or group has the sole responsibility or jurisdiction for responding to this challenge. It will require the resources and collaborative efforts of all. Local governments and First Nations will be key partners, both in managing any debris that washes ashore along BC's coast and in ensuring the community has accurate information. Volunteer groups, many with a long history of beach clean-up activities, will continue to be an important part of keeping our beaches clean. And the senior levels of government, through the TDC, will continue to foster this cooperation. We are intent on having formal plans together soon, well ahead of the arrival of the bulk of the debris.

In the meantime, we would like to draw your attention to the enclosed public information sheet on what to do if you find tsunami debris and online resources where you can find up-to-date information on tsunami debris tracking and planning activities.

- A Japanese tsunami joint information centre website has been established by the Pacific Coast Collaborative to serve as a multi-agency public information and education site. This site includes a link to the NOAA website, which contains detailed modeling of the debris field and projections for when it may reach the west coast:
www.disasterdebris.wordpress.com/.
- The BC Ministry of Environment information page provides local updates and answers common questions: www.tsunamidebrisbc.ca.

I encourage you to refer to the resources above and to check our website regularly for updates. If you would like to speak with me in my capacity as co-chair of the Tsunami Debris Coordination Committee, I can be reached at 250 387-1288 or at Jim.Standen@gov.bc.ca.

Regards,



Jim Standen
Co-Chair, Tsunami Debris Coordinating Committee
Assistant Deputy Minister, Environmental Protection Division
Ministry of Environment

Enclosure

cc: Paul Kluckner, Regional Director General, Environment Canada

(21)

What to do if you find tsunami debris

Every year, marine debris from a number of sources washes up on coastlines around the world. Along with impacting tens of thousands of lives, the earthquake and tsunami that struck Japan in March 2011 also washed debris into the Pacific Ocean. While much of it quickly sank, over the next few years some debris will arrive on B.C.'s coast. There were initial reports of a debris field, but by now ocean currents will have broken it up into smaller, separate pieces of debris. It is unlikely that any debris washing up on B.C. shores will pose a significant environmental or public health risk. In general, report debris that can be attributed to the Japanese tsunami to DisasterDebris@noaa.gov.

Be Safe: If you don't know what it is, don't touch it. If the item appears to pose an immediate life safety risk, call 911 or your local police. If the items appears to be hazardous but does not pose an immediate risk, report it to the provincial spill reporting line provided under 'Hazardous materials' below.

Litter and other typical marine debris: Where it's safe and practical to do so, consider removing litter and recycling any plastics or metals. Removal of large items or personal possessions should be done only in consultation with land managers or responsible agencies. If items can be directly linked to the Japanese Tsunami please report them to DisasterDebris@noaa.gov with as much detail as possible.

Personal effects or possessions from the Japanese tsunami: Items that appear to be personal belongings related to the Japanese tsunami should be treated with respect. Report them to DisasterDebris@noaa.gov with as much detail as possible. If it is safe to do so, consider moving the object to a safe location and include this location in the email report.

Hazardous materials: As the tsunami washed material out to sea before nuclear safety concerns emerged, it is highly unlikely that any items would have been exposed to radiation. In the event that potentially hazardous items such as drums, fuel tanks and containers, gas cans, gas cylinders, or chemical storage totes wash ashore, **do not touch or attempt to move the item**. Ten-inch aluminum insecticide canisters may also be found in high tide zones. **Do not open the cap** since these fumigant canisters may contain small amounts of toxic gas. Call B.C.'s spill reporting line at 1-800-663-3456 with a detailed report of what you've observed.

Derelict vessel, equipment or cargo from a vessel: Report it to Transport Canada at 604-775-8867 or by e-mail to pacnwp-penpac@tc.gc.ca. **Do not attempt to move or remove the boat or cargo.**

Human remains: It is extremely unlikely any human remains from the tsunami will reach Canada. However, if you encounter any remains, immediately **call 911** or your local police and give authorities a detailed report about what you observed. Do not touch or attempt to move.

More information, including FAQs and information about organized beach clean-up activities, is available on the B.C. Ministry of Environment tsunami debris website at www.tsunamidebrisbc.ca.

JUN 1 - 2012



Municipal Advisory

For Information

Date

May 29, 2012

Attention

Chief Administrative Officer

Taxi Rate Changes in BC

The Passenger Transportation Board has approved a Taxi Cost Index (TCI) 2012 rate increase for taxis in British Columbia. TCI 2012 allows taxi operators to request an increase of up to 1.6% on their metered or non-metered rates. They may request a TCI increase between now and October 31, 2012.

Taxi operators seeking a TCI 2012 rate increase must send written notice of the request to the clerk, manager or CAO of each municipality where the licensee is authorized to pick up passengers.

Each year, the Board uses the TCI as an objective measure of taxi operating costs in British Columbia to identify taxi rate increases. Data is obtained from BC Stats (Consumer Price Index for BC), Stats Can (average weekly wage rate for BC), the Insurance Corporation of BC (taxi insurance costs) and MJ Ervin & Associates (weekly average fuel prices for five BC cities). In 2011, fuel prices increased by 14.5%. CPI increased 2.4% and wages increased 1.8%. Taxi insurance costs declined 4.5%.

The TCI 2012 increase is based on indexed cost increases of 3.43% for the 2011 calendar year less a minor adjustment for a technical error with insurance costs in the calculation of TCI 2011. The adjustment realigns the Board's TCI rate increases with TCI data for taxi costs in British Columbia. The Board has also enhanced its TCI system to prevent such technical errors in the future.

Taxi companies may only charge rates approved by the Board. The Board posts approved rates on its website. More information on taxi rates and the TCI is available at: <http://www.th.gov.bc.ca/ptb/taxi-rates.htm>

Contact:

Michael McGee
Manager, Policy and Communications
Passenger Transportation Board
PO Box 9850 STN PROV GOVT
Victoria, British Columbia V8W 9T5
Telephone: (250) 953-3777
Email: ptboard@gov.bc.ca

OFFICE OF THE REGISTRAR
JUN 6 2012



Sea Breeze Power Corp.

NEWS RELEASE

JUNE 4, 2012

TSX VENTURE: SBX

CAPE SCOTT WIND FARM

\$ 7,000,000 Payment Received - Start of Construction

Sea Breeze Power Corp. is pleased to announce the receipt by Sea Breeze Energy Inc. ("Sea Breeze" - a wholly owned subsidiary of the Company) of a payment in the amount of CAD \$7 million under the terms of an agreement executed with International Power Canada, Inc. ("IPC") related to the purchase by IPC of "Phase 1" of the 99 MW Cape Scott Wind Farm ("the Project" - formerly named the 'Knob Hill Wind Farm').

The \$7 million payment was triggered by commencement of construction of the Project.

In addition to payments related to the original asset purchase transaction and to subsequent milestone achievements of the Project, Sea Breeze expects to receive an ongoing royalty based on a percentage of gross revenue earned by the Project through a 20-year Electricity Purchase Agreement with British Columbia Hydro and Power Authority ("BC Hydro"). Sea Breeze also holds an option to acquire a 10% equity interest in the Project.

The Cape Scott Wind Farm is situated 35 km west of Port Hardy on northern Vancouver Island, within the traditional territories of the Quatsino, Tlatlasikwala, and Kwakiutl First Nations.

Phase 1 of the Project is projected to generate sufficient renewable power to provide for the annual electricity needs of approximately 100,000 British Columbians. Commercial operation of the Cape Scott Wind Farm is scheduled to begin in 2013.

"Sea Breeze is very proud to have initiated British Columbia's first coastal wind farm." said Paul B. Manson, president of Sea Breeze. "We are extremely pleased that IPC, an affiliate of GDF SUEZ the world's largest producer of electricity, has decided to invest in this region, and in this project. The local addition of 99 megawatts of clean and renewable energy is a substantial step towards creating a high level of energy security for the residents of Vancouver Island".

cont/...

PROCESSED BY MAIL
JUN 6 2012

Sea Breeze Power Corp.

June 4, 2012 - Page 2

On November 8, 2011, the British Columbia Environmental Assessment Office completed the requested amendment to the Environmental Assessment Certificate for the Project, splitting the original certificate into two (Phase I for 99 MW by Cape Scott Wind, Phase II for future Sea Breeze projects) and accepting the updated Project design to include the addition of the 40 kilometer 138 KV Georgie Lake Transmission Line, interconnecting the Project with BC Hydro's substation in Port Hardy. On March 15, 2012 Fisheries and Oceans Canada delivered its positive decision on the screening of the Project under the *Canadian Environmental Assessment Act*.

About Sea Breeze Power Corp.

Sea Breeze Power Corp., based in Vancouver, Canada, is a diversified renewable energy company focused on unlocking British Columbia's enormous 'stranded' renewable energy potential, through the development of utility-scale wind farms, 'run-of-river' hydroelectric projects, and under a joint venture, the development of several state-of-the-art electricity transmission projects.

Upon completion of construction, the Cape Scott Wind Farm will be the first operating power generation facility initiated by Sea Breeze, whose development team is presently investigating an additional 140,000 hectares of land throughout British Columbia for wind power potential.

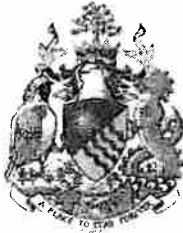
ON BEHALF OF THE BOARD OF DIRECTORS

"Paul B. Manson"

PAUL B. MANSON, President & CEO

Email: info@SeaBreezePower.com
Phone: (604) 689-2991
Fax: (604) 689-2990

The TSX Venture Exchange nor its Regulation Services Provider (as that term is defined in the policies of the TSX Venture Exchange) accepts responsibility for the adequacy or accuracy of this release



DISTRICT OF POKI HAKDI
MAY 31 2012

Mayor's Office, City of Penticton

171 MAIN STREET, PENTICTON, B.C. V2A 5A9
TEL: 250-490-2400 FAX: 250-490-2402
WWW.PENTICTON.CA

May 30, 2012

TO: BC Mayors

Dear Mayors:

RE: 2012 BC MAYORS' CAUCUS – MAY 17-18, 2012

On behalf of the citizens of Penticton, Council and Staff, we would like to thank you for participating in the 2012 BC Mayors' Caucus inaugural event here in Penticton. By all accounts the event was very successful and enjoyed by all.

BC's strength is built upon the strength of its communities and we must continue to work collectively on the many issues that were brought forward during this conference. I hope to see you all at the next BC Mayors' Caucus meeting to be held in Victoria this September.

Thank you once again for bringing BC Mayors to our community. We hope to work with the BC Mayors' Caucus in the future to host this event again.

Respectfully yours,

Mayor Dan Ashton



PORT HARDY LIONS CLUB

PO Box 368
Port Hardy, BC V0N 2P0
Canada

Tel: (250) 949-8883 • Fax: (250) 949-8873

06/06/2012

JUN - 8 2012

District of Port Hardy

P.O. Box 68

Port Hardy, B.C.

V0N 2P0

Dear Mayor Bev:

This year's Filomi Day celebration will be held on July 20th, 21st, and 22nd, 2012. Each year the Port Hardy Lions Club organizes the FILOMI day's parade and we are inviting you to participate

This year's theme will be The Queen's Diamond Jubilee. We are hoping that you find time in your busy schedule to participate. We will of course provide a vehicle to transport you on the parade route.

We need all Parade participants to marshal at the A&W parking area at the Thunderbird Mall by 11:30 am. on Saturday July 21, 2012. The parade will start promptly at 12:00 noon.

Please confirm your attendance by calling me on my cell at 250-902-7218.

Sincerely,

John Tidbury

Port Hardy Lions Club

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
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000666	02/05/2012	00073	BLACK PRESS GROUP LTD.	784.15	
000667	02/05/2012	01988	BRITISH COLUMBIA LIFE AN	874.53	
000668	02/05/2012	00580	BRITISH COLUMBIA SAFETY	955.00	
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000674	02/05/2012	00275	Davidge, Rick	1,247.56	
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000680	02/05/2012	00099	FOX'S DISPOSAL SERVICES	4,944.96	
000681	02/05/2012	01522	GE CAPITAL	124.24	
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000683	02/05/2012	02208	Hawkins, Bob	666.50	
000684	02/05/2012	01298	HUDDLESTAN, ALLAN	82.00	
000685	02/05/2012	00194	INT'L UNION OPERATING EN	430.77	
000686	02/05/2012	00391	ISLAND BUSINESS PRINT GR	920.64	
000687	02/05/2012	02230	Janke Services and Mini	1,764.00	
000688	02/05/2012	01914	LE GAL, GLORIA	35.00	
000689	02/05/2012	02007	MARSHALL WELDING AND FAB	475.10	
000690	02/05/2012	00014	MINISTER OF FINANCE	2,108.00	
000691	02/05/2012	00304	MONK OFFICE	76.54	
000692	02/05/2012	01014	NICKERSON, SCHELL	35.00	
000693	02/05/2012	02555	Nomeland, Candace	500.00	
000694	02/05/2012	00178	NORTH ISLAND GLASS LTD.	596.28	
000695	02/05/2012	00013	PACIFIC BLUE CROSS	4,470.40	
000696	02/05/2012	00175	PARNHAM, BEV	879.95	
000697	02/05/2012	00203	Port Hardy & Dist. Chamb	13,270.50	
000698	02/05/2012	00203	Port Hardy & Dist. Chamb	55.98	
000699	02/05/2012	00363	PORT HARDY BULLDOZING LT	10,472.80	
000700	02/05/2012	00406	PORT HARDY FIREFIGHTERS	4,207.50	
000701	02/05/2012	00264	PORT HARDY HERITAGE SOCI	11,305.00	
000702	02/05/2012	00264	PORT HARDY HERITAGE SOCI	250.00	
000703	02/05/2012	01807	PORT HARDY TWINNING SOCI	5,000.00	
000704	02/05/2012	00080	PUROLATOR INC.	374.84	
000705	02/05/2012	02548	Receiver General	800.60	
000706	02/05/2012	00107	RECEIVER GENERAL FOR CAN	15,723.29	
000707	02/05/2012	02550	Recresynthesis Consultin	4,420.77	
000708	02/05/2012	00187	REGIONAL DISTRICT OF MT	3,300.94	
000709	02/05/2012	02119	SHAW, NIKKI	122.22	
000710	02/05/2012	02107	SMEDLEY, PATTI	180.59	
000711	02/05/2012	00166	SUPERIOR PROPANE	2,828.04	
000712	02/05/2012	02234	Sutherland Armbrust	1,060.00	
000713	02/05/2012	00011	Tidbury, John	40.74	
000714	02/05/2012	00644	VAN KAM FREIGHTWAYS LTD.	799.36	
000715	02/05/2012	00201	Vancouver Island Regiona	250.00	
000716	02/05/2012	00201	Vancouver Island Regiona	29,676.00	
000717	02/05/2012	01854	ZEE MEDICAL CANADA CORPO	197.26	
000718	03/05/2012	00829	ANA'S HARDY CLEAN	1,638.87	
000719	03/05/2012	02317	Annette's Mobile Hearing	277.76	
000720	03/05/2012	02551	Associated Fire Safety E	117.60	
000721	03/05/2012	00047	B.C. HYDRO	23,489.91	
000722	03/05/2012	01926	Coastal Mountain Fuels (2,275.85	
000723	03/05/2012	00099	FOX'S DISPOSAL SERVICES	636.61	
000724	03/05/2012	00065	K & K ELECTRIC LTD.	145.60	
000725	03/05/2012	02340	StoneCroft Project Engin	12,236.84	
000726	03/05/2012	00160	TELUS	2,656.68	
000727	17/05/2012	00195	A.V.I.C.C	507.15	
000728	17/05/2012	02552	Aggressive Safety Zone I	800.00	
000729	17/05/2012	00829	ANA'S HARDY CLEAN	694.40	
000730	17/05/2012	01836	ARIES SECURITY LTD.	3,052.00	
000731	17/05/2012	02551	Associated Fire Safety E	594.55	
000732	17/05/2012	01145	BLACK CAT REPAIRS	410.10	

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Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
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000734	17/05/2012	00281	CHEVRON CANADA LTD.	3,722.25	
000735	17/05/2012	02056	CLIPPERTON, DEB	277.65	
000736	17/05/2012	02044	COLLINGS MUNICIPAL CONSU	221.98	
000737	17/05/2012	00054	DAVE LANDON MOTORS LTD.	101.74	
000738	17/05/2012	01901	DENNISON, MELINDA	542.81	
000739	17/05/2012	01476	DOR-TEC SECURITY LTD.	122.90	
000740	17/05/2012	02488	Dorward, Janet	150.00	
000741	17/05/2012	01838	DURAGLAS COMPOSITES CORP	1,812.16	
000742	17/05/2012	02249	FirstLine Mortgages	760.01	
000743	17/05/2012	00099	FOX'S DISPOSAL SERVICES	12,145.54	
000744	17/05/2012	02557	Frontline Glass Solution	821.34	
000745	17/05/2012	01370	GRIFFITHS, JACK	203.50	
000746	17/05/2012	00058	GUILLEVIN INTERNATIONAL	1,708.48	
000747	17/05/2012	00052	HARDY BUILDERS' SUPPLY	246.88	
000748	17/05/2012	01396	HARDY LOCK AND KEY	284.93	
000749	17/05/2012	00063	HOME HARDWARE BUILDING C	379.08	
000750	17/05/2012	01747	INGENIOUS SOFTWARE	1,013.60	
000751	17/05/2012	00273	JM'S MOBILE WELDING INC	86.80	
000752	17/05/2012	00065	K & K ELECTRIC LTD.	4,865.57	
000753	17/05/2012	00253	Keta Cable	146.49	
000754	17/05/2012	00147	LGMA	476.00	
000755	17/05/2012	00069	MACANDALE'S	607.40	
000756	17/05/2012	01777	MCCARRICK,ALLISON	277.65	
000757	17/05/2012	02342	Medteq Solutions CA Ltd.	201.60	
000758	17/05/2012	00585	Minister of Finance	32.65	
000759	17/05/2012	00585	Minister of Finance	92.20	
000760	17/05/2012	00304	MONK OFFICE	501.96	
000761	17/05/2012	01419	MURDY & MCALLISTER	313.04	
000762	17/05/2012	00033	NAPA AUTO PARTS/PORT HAR	83.35	
000763	17/05/2012	02002	Neopost	209.38	
000764	17/05/2012	01645	NORTH ISLAND COMMUNICATI	265.66	
000765	17/05/2012	00027	NORTH ISLAND VETERINARY	190.18	
000766	17/05/2012	02547	Northwest Hydraulic Cons	1,994.72	
000767	17/05/2012	00217	ORKIN CANADA CORPORATION	65.52	
000768	17/05/2012	00269	PETTY CASH (OFFICE)	70.00	
000769	17/05/2012	00267	PETTY CASH (POOL)	217.08	
000770	17/05/2012	00008	PETTY CASH (PUBLIC WORKS	248.70	
000771	17/05/2012	01924	POLACEK, LUKAS Z.	593.11	
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000774	17/05/2012	00187	REGIONAL DISTRICT OF MT	2,946.08	
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000776	17/05/2012	02107	SMEDLEY, PATTI	12.61	
000777	17/05/2012	00957	TOURISM VANCOUVER ISLAND	702.24	
000778	17/05/2012	01884	Tru Hardware	39.27	
000779	17/05/2012	00048	VISTA RADIO LTD./THE POR	470.40	
000780	17/05/2012	01934	WIGGINS ADJUSTMENTS LTD.	2,067.46	
000781	17/05/2012	00164	Xerox Canada Ltd.	205.92	
000782	17/05/2012	01854	ZEE MEDICAL CANADA CORPO	262.66	
000783	17/05/2012	00329	WALSH, ROD	203.50	
000784	18/05/2012	02014	SOURCES	17,439.23	
000785	25/05/2012	00044	ACKLANDS - GRAINGER INC.	57.82	
000786	25/05/2012	02514	Alsco	78.28	
000787	25/05/2012	01836	ARIES SECURITY LTD.	588.00	
000788	25/05/2012	00073	BLACK PRESS GROUP LTD.	2,439.75	
000789	25/05/2012	01805	BUSY B'S DISTRIBUTING	137.66	
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000791	25/05/2012	00281	CHEVRON CANADA LTD.	2,701.54	
000792	25/05/2012	02561	Clipperton, Bill	50.00	
000793	25/05/2012	01926	Coastal Mountain Fuels (661.54	
000794	25/05/2012	00539	CUPE LOCAL 2045	515.18	
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000796	25/05/2012	01637	EPCOR UTILITIES INC.	144,027.61	
000797	25/05/2012	01680	Fisher, Patricia	45.00	
000798	25/05/2012	02557	Frontline Glass Solution	915.60	
000799	25/05/2012	01522	GE CAPITAL	124.24	
000800	25/05/2012	00052	HARDY BUILDERS' SUPPLY	195.44	
000801	25/05/2012	02539	Hemphill, Norma	1,392.34	
000802	25/05/2012	00063	HOME HARDWARE BUILDING C	29.63	

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Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
000803	25/05/2012	00194	INT'L UNION OPERATING EN	603.45	
000804	25/05/2012	00273	JM'S MOBILE WELDING INC	90.16	
000805	25/05/2012	00271	LIFESAVING SOCIETY	13.00	
000806	25/05/2012	00069	MACANDALE'S	335.67	
000807	25/05/2012	00304	MONK OFFICE	68.20	
000808	25/05/2012	00033	NAPA AUTO PARTS/PORT HAR	18.42	
000809	25/05/2012	00269	PETTY CASH (OFFICE)	142.92	
000810	25/05/2012	00082	QUICKSCRIBE SERVICES LTD	30.45	
000811	25/05/2012	02152	QUINSAM RADIO COMMUNICAT	467.59	
000812	25/05/2012	02548	Receiver General	800.60	
000813	25/05/2012	00107	RECEIVER GENERAL FOR CAN	16,440.48	
000814	25/05/2012	01990	ROAD RANGER FREIGHT/0702	23.97	
000815	25/05/2012	00161	TELUS MOBILITY (BC)	788.26	
000816	25/05/2012	01884	Tru Hardware	47.33	
000817	25/05/2012	02071	PACIFICUS BIOLOGICAL SER	6,717.93	
Total:				447,780.41	

*** End of Report ***

H. Cleppert
A. Veilant

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DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Gloria Le Gal, DCS
SUBJECT: Deputy Mayor Appointments
DATE: 5 June, 2012

Council made all Deputy Mayor appointments at their Inaugural Meeting December 6, 2011. Mayor Parnham wishes to amend those appointments. As they were made by resolution, they should be amended by resolution.

Resolution Required

That Deputy Mayor appointments be amended as follows:

June 1, 2012 – November 30, 2012
December 1, 2012 – May 31, 2013

Councillor Tidbury
Councillor Huddlestan

The remaining appointments are unchanged.

Respectfully submitted,

Gloria Le Gal, DCS



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Deb Clipperton, DFS
SUBJECT: GSPF Sustainable Rainwater Resource Management
DATE: June 7, 2012

Background:

During budget discussions Council directed that staff submit an application to the General Strategic Priorities Fund (GSPF) for the first priority in our rainwater system. The grant application was submitted May 31, 2012.

GSPF funding is 100% funding, the only costs to the District of Port Hardy would be any cost overruns. The Business case has each project broken out separately, and indicates we can section out the project, so we could get all of the funding or a portion thereof.

UBCM has indicated that they would like a new resolution from Council for this application, and that the Resolution has to make reference to the dollar amount.

Recommendation:

That Council approve the submission of a grant to the General Strategic Priorities Fund in the amount of \$2,202,484 for the rainwater management system on Byng Road (\$910,180), Beaver Harbour Road (\$509,304), Peel Street (\$382,800) and Bronze Road (\$400,200).

D. Clipperton
Director of Financial Services

I agree with the recommendation

R. Davidge, CAO



DISTRICT OF PORT HARDY MEMORANDUM

TO: Mayor and Council
FROM: Rick Davidge, Chief Administrative Officer
SUBJECT: Fire Safety Inspections
DATE: June 7, 2012

Attached please find a report from the Director of Corporate Services on Fire Safety Inspections. SCM Risk Management is a reputable company endorsed by the Municipal Insurance Association. The contract will address our needs for the foreseeable future, providing regular inspections and documentation.

A copy of the report has been referred to the Fire Chief for comment.

Recommendation

That Council adopt the recommendation of the Director of Corporate Services.

Rick Davidge
Chief Administrative Officer



DISTRICT OF PORT HARDY INTEROFFICE MEMORANDUM

TO: Rick Davidge, CAO
FROM: Gloria Le Gal, DCS
SUBJECT: Fire Safety Inspections
DATE: 6 June, 2012

We have received a draft Service Agreement from SCM Risk Management Services for the provision of fire safety inspection services under the *Fire Services Act*.

The quote to inspect 6 hotels, 8 restaurants outside of hotels and 18 apartments is not to exceed \$8,060.00 per year plus PST and GST. They will also review fire safety plans for new construction at an additional cost.

The following schedules are attached for your review:

- Schedule "A" – Description of *Core Services* and *Additional Services*.
- Schedule "B" – Quote for core and additional services.
- Schedule "C" – Schedule of inspections

Contract Review

- The contract is very basic and covers all points that the District would require.
- Schedule "A" refers to the contractor working under the direction of the Fire Chief. As the Fire Chief is only available one day per week, I would prefer to have the contractor work with the Municipal Inspector.
- Schedule "C" is not inclusive of all buildings that must be inspected but includes the primary buildings. I believe the Municipal Inspector will be able to complete inspections of the remaining public buildings.

Recommendation

That SCM Risk Management Services be contracted to complete fire safety inspection services under the *Fire Services Act* for those buildings listed on Schedule "C" of the draft contract; and

That the Municipal Inspector and Director of Corporate Services be the prime contacts for the contractor.

Respectfully submitted,

Gloria Le Gal, DCS

SCHEDULE "A"

Fire Safety Inspections Services

Fire Safety Inspections Services include (1) Core Services and (2) Additional Services.

I. Core Services include:

- a) Organizing and managing the Fire Safety Inspections Services Program under the direction of the Fire Chief or as identified in the proposal;
- b) Providing a regular system of fire safety inspections under the direction of the Fire Chief complying with the frequency of inspections for each occupancy group identified in Schedule "C". An annual review will be completed thirty (30) days prior to the anniversary of the contract;

Risk Management Survey - A fire risk management survey will be conducted of the physical assets located within the jurisdiction of the municipality. This survey will be used to estimate work flows and inspection frequencies.

First Inspection - The inspector will attempt to undertake inspections with the owner/occupier. If the owner/occupier is not present he/she will be contacted and the inspection will be discussed with them. If no infractions are found the premises will be revisited in accordance with the Schedule of Inspection identified in schedule "C". The inspection format will follow the format agreed to by the Fire Chief, and sample included in *Schedule "D"* attached.

Digital photographs will be taken during the inspection and automatically integrated into the final report. These photographs will include an effective combination of interior and exterior views. Particular hazardous situations will also be clearly recorded for inclusion into the recommendation section of the report.

If infractions are found the Fire Chief will be notified in writing he will then at his discretion identify and implement any further action, i.e. to write an order to remedy specific fire hazards, within a reasonable time. If the owner/occupier is unable to make the required improvements or does not agree with the required improvements he/she may discuss his/her proposal with the Fire Chief, or inspector who will notify the chief and arrive at a mutually agreed upon repair schedule.

Follow-up Inspections – It is the Fire Chief or councils discretion to determine if follow-up inspections are required and to ensure repair schedules are being complied with. The RMS will provide technical support to the Fire Chief as requested. The RMS inspector will take note of the reported deficiencies and confirm their compliance when next inspecting the occupancy; "Reinspection".

Reinspection – Data collection sheets and prior inspection reports will be utilized as a pre-inspection reference to ensure that all required detail is obtained for the scheduled reinspection. Numerous publications and references will also enhance the content and quality of these reports. A reinspection will be conducted in accordance with the frequency identified in Schedule C.

- c) Assist the Fire Chief in identifying and/or providing policy direction and procedures that will enhance the present program to further minimize losses in general.
- d) Preparing, in conjunction with the Municipality, an annual schedule of inspection, within 60 days of effective date of contract;
- e) Provide an annual statistical report of all categories of recommendations of inspections completed, summarized by individual occupancy group;
- f) Educating the participants in fire hazard awareness matters, primarily based on the needs identified jointly by the Fire Chief and RMS, as well as bringing program participants up-to-date on changes in technology, codes, standards, etc. This will include but not limited to:
 - ① preparing bulletins, and general information;
- g) Providing additional services not outlined above.

Additional Services

Architectural Review & Plan Checking

One area of concern to many municipalities is the approval of plans for the construction of new facilities and/or those undergoing major renovations.

Our proposal to address the above areas of concern is to conduct:

- a) A comprehensive review of the Documentation for Tender (Plans & Specifications). RMS will review all aspects of fire protection, life safety and security included in the project. The approval and/or recommendations will be sent to the submitting company with a copy to municipal hall or the Chief as required.
- b) A comprehensive review of the Sealed Sprinkler System Drawings and Hydraulic Calculations will be conducted. If approved an RMS stamp will be affixed and a letter with recommendations attached. If more detail and/or modifications are required a letter will be directed to the submitting company with a copy to City Hall or the Chief as required.

Water Supply Analysis (Reliability/Adequacy)

This service seeks to physically survey the various water supplies, type of source and determine the reliability and adequacy of the supply in terms of capacity, pressure and volume. After the sources are identified a diagram of the sources, underground main layouts and delivery systems to the property should be completed. Both private and public supplies are delineated showing total capacity, replacement rate and delivery system redundancy; seasonal considerations are also delineated. Private sources are fully tested, (including pumps), along with flow tests conducted at the hydraulically most remote points for water to be delivered. In cases of multiple source water supplies, each source is individually tested along with a combination test including all supplies. A report is generated using the diagram, existing surveys, which are appropriate, and observation/recommendations at the time of the analysis.

SCHEDULE "B"

Payment

Core Services

The Municipality will pay the Contractor upon receipt of an invoice for Core Services performed to an annual total not to exceed \$8,060.00 plus PST & GST. Core Services are restricted to those facilities listed in "Schedule C"

Additional Services

The Municipality will pay the Contractor upon receipt of a separate invoice for additional services requested.

<u>Plan Review Services</u>	
Pricing	
Size of Project	Fee (Invoiced Monthly)
Less than \$1 million	\$385.
\$1 million to \$5 million	\$440.
\$5 million to \$10 million	\$480.
\$10 million to \$15 million	\$520
Over \$15 million	\$125 hourly rate

Water Supply Analysis

Water supply Analysis will be quoted at \$125.00/hr plus GST

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SCHEDULE "C"

SCHEDULE OF INSPECTIONS

Name	Group Division	Frequency
Port Hardy Inn	C	12 months
Providence Place		12 months
North Shore Inn		12 months
Quarterdeck Inn		12 months
Glen Lyon Inn		12 months
Pioneer Inn		12 months
Airport Inn		12 months
		12 months
Restaurants Outside of Hotels	A-2	12 months
Hogan's Corner (Thunderbird Mall)		12 months
Café Guido's		12 months
Market Street Café		12 months
Tom's Kitchen		12 months
Malone's Bistro		12 months
Mo's		12 months
Yanni's Pizza Plus		12 months
IV's Pub		12 months
		12 months
Apartments Not Including Strata Units	C	12 months
Hardy Bay Apts		12 months
Town Park Apt		12 months
Waddington Gardens		12 months
Highland Manor		12 months
New Horizon		12 months
Horizon Apts		12 months
Lindsay Manor		12 months
Creekside Apts		12 months
West Park Manor		12 months
493856 BC Ltd (Across from Post Office)		12 months
Port Hardy Senior Housing		12 months
Vaso Kos		12 months
Brentwood Court		12 months
Stan McLennan Ventures		12 months
Codfathers		12 months
Heather Wetherell		12 months
Garden Apts		12 months
Beaver Harbour Industries		12 months



**DISTRICT OF PORT HARDY
BYLAW 09-2012**

A Bylaw to Regulate Vacant Properties

GIVEN THAT the District of Port Hardy wishes to regulate and impose requirements for the safeguarding and security of abandoned or unoccupied properties;

The Council of the District of Port Hardy in open meeting assembled, ENACTS as follows:

1. Title

- 1.1 This bylaw may be cited as the "District of Port Hardy Vacant Property Bylaw 09-2012".

2. Definitions

- 2.1 In this bylaw:

Abandoned Property means a building, structure or improvement which has remained unoccupied by its owner, tenant or other lawful occupier for a continuous period of over thirty (30) days;

Inspector means the person designated to act on behalf of the District to administer the building and plumbing regulations and includes:

- a) the Municipal Inspector;
- b) a Bylaw Officer;
- c) an officer, employee or representative of the District who is appointed under this bylaw;
- d) a peace officer; and
- e) the local assistant to the Fire Commissioner.

Owner has the same meaning as defined in the *Community Charter*.

Property means all real property, including but not limited to buildings, structures and improvements located on real property.

Undeveloped Property means real property that does not have any buildings, structures or improvements located on it.

Unoccupied means that:

- a) a building, structure or improvement is no longer used by the owner, tenant or other lawful occupier thereof for its accustomed and ordinary purpose for more than thirty days; and
- b) there is no apparent intention on the part of the owner, tenant or other lawful

occupier to resume occupancy of that building, structure or improvement.

3. Securing Abandoned Property

- 3.1 The owner of property that is or will become abandoned property must ensure that the property is secured against unauthorized entry or occupation, vandalism or other intentional damage or fire hazard by doing one or more of the following:
- a) affixing structural barriers to windows and other points of ingress using materials and installation that are effective in precluding easy entry;
 - b) installing security fencing or other perimeter barriers;
 - c) installing a security lighting system which does not impact neighbouring properties;
 - d) installing a security alarm system;
 - e) employing security or guard patrols on a frequent and periodic basis;
 - f) utilizing or installing other security measures or devices that are satisfactory to the Inspector.
- 3.2 The owner of abandoned property that has been damaged because of unauthorized entry or occupation must:
- a) make the repairs that are necessary as a result of the damage; and
 - b) install or take one or more of the security measures described in section 3.1 for the purpose of securing the property against further unauthorized entry, occupation and damage.
- 3.3 The owner of abandoned property where filth, refuse, garbage or other miscellaneous materials have been dumped or stored must:
- a) remove all materials that have been dumped or stored there; and
 - b) install or take one or more of the security measures described in section 3.1 for the purpose of securing the property against further dumping or storage of materials.
- 3.4 Where a vacant building or a building damaged by fire is boarded or required to be boarded:
- a) boarding materials shall be installed and maintained in good order;
 - b) unless inherently resistant to deterioration, boarding materials shall be treated with a protective coating of paint or of equivalent weather-resistant material;
 - c) boarding materials shall be installed to exclude rain and wind from entering the building and to secure the building from unauthorized entry and shall be installed within the reveal of the opening frame or cladding, where feasible; and
 - d) boarding materials shall be selected, coated, coloured and installed to match surrounding door/window frames and exterior wall finishes.
- 3.5 Where a vacant building is unsecure from unauthorized entry to the extent that it cannot, in the opinion of an Inspector, be reasonably or effectively secured by

boarding or other means of repair, the building shall be demolished.

4. Buildings Damaged by Fire

- 4.1 Every owner shall ensure that a building damaged by fire is secured against unauthorized entry within twenty-four (24) hours after release of the property by the authority having jurisdiction.
- 4.2 Notwithstanding section 4.1, where, in the opinion of the Fire Chief or an Inspector, a building damaged by fire is in a condition that presents an immediate hazard to public safety, the owner shall ensure that the building damaged by fire is secured against unauthorized entry forthwith after release of the property by the authority having jurisdiction.

5. Inspection and Notice

- 5.1 Subject to the requirements of section 16 of the *Community Charter*, an Inspector may enter property at any reasonable time and in a reasonable manner for the purpose of inspecting and determining whether:
 - a) the property is abandoned property;
 - b) the owner has fulfilled the requirements of sections 3 and 4; and
 - c) the owner has fulfilled the requirements of a notice under subsection 5.2.
- 5.2 An Inspector may notify an owner of the requirement to repair or secure property or to remove filth, refuse, garbage or other miscellaneous materials in accordance with section 3 if the Inspector determines that:
 - a) the property is abandoned property; or
 - b) the property is undeveloped property; or
 - c) the abandoned property has not been repaired or secured in accordance with section 3.
- 5.3 An owner who receives a notice under subsection 5.2 must fulfill the notice's requirements to complete work within ten (10) days of receiving the notice.
- 5.4 An owner who disputes the notice requirements may be required to obtain a report from a structural engineer attesting to the structural integrity and safety of the building. Such report shall be completed at the owner's expense.
- 5.5 Within fourteen (14) days of the service of a notice under subsection 5.2, an owner may request a hearing by District Council.
- 5.6 Upon the conclusion of a hearing under subsection 5.5, Council may:
 - a) confirm the requirements of the notice under subsection 5.2;
 - b) extend the time in which the owner must undertake the action required by the notice given under subsection 5.2; or
 - c) where Council determines it is appropriate to do so, vary the action required to be taken by the owner and establish time limits within which the person appealing

must undertake the action.

- 5.7 A notice to complete work shall specify:
- a) the municipal address of the property;
 - b) the contravention of the bylaw and its location;
 - c) the date of the inspection;
 - d) the work ordered to be completed;
 - e) the date by which the work must be done; and
 - f) the right to appeal the notice to Council.

5.8 Where an Inspector, in his sole discretion, determines that measures taken pursuant to a notice are insufficient, subsequent notices may be issued requiring additional measures to be taken by the owner.

6. Fees For Attendance

- 6.1 Immediately on receiving an invoice from the District, an owner must pay to the District all fees as set out in the District User Rates and Fees Bylaw for investigation and inspection of the owner's abandoned property by an Inspector, personnel of the District's Fire Department or other District personnel, if the abandoned property has not been secured in accordance with this bylaw.
- 6.2 A fee under subsection 6.1 that is unpaid on December 31 in the year in which it is imposed must be added to and collected in the same manner as the District's property taxes.

7. District Work If Owner Defaults

- 7.1 If the owner fails within ten (10) days to secure the abandoned property in compliance with a notice received from the Inspector pursuant to section 5.2, the District or its contractors, employees or agents may enter onto the property and perform the required work to secure the abandoned property in accordance with this bylaw.
- 7.2 If the owner is unable, or fails, to protect the health and safety of persons and property with respect to the abandoned property, then the District may order the owner to remove the abandoned property on thirty (30) days notice by the District. If the owner does not remove the abandoned property within thirty (3) days of receiving the order, the District or its contractors, employees or agents may enter onto the property and perform the required work to remove the abandoned property and the cost of such removal may be added to the property taxes for the property. The owner may seek a reconsideration by Council of the order requiring the removal of the abandoned property within thirty (3) days of receiving the order by delivering written notice to the Corporate Officer.
- 7.3 Immediately on receiving an invoice from the District, an owner to whom subsections 7.1 or 7.2 applies must reimburse the District for its expenses incurred as a result of work performed under those subsections plus a twenty (20) per cent administration fee.

7.4 An amount that is owed by an owner under subsections 7.1 or 7.2 and that is unpaid on December 31 in the year in which it is imposed must be added to and collected in the same manner as the District's property taxes.

8. Undeveloped Property

8.1 The owner of undeveloped property where filth, refuse, garbage or other miscellaneous materials have been dumped or stored shall abide by and be regulated by sections 5, 6 and 7 of this bylaw.

9. Inclusivity

9.1 In this bylaw, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.

10. Severability

10.1 If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

11. Contravention and Penalties

11.1 Every person who violates any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention of this bylaw or who neglects or refrains from doing anything required to be done by any of the provisions of this bylaw shall be deemed to be guilty of an infraction hereof and shall be liable to the penalties imposed. Every continuing infraction shall be deemed to be a new and separate offence for each day during which the same shall continue.

11.2 Any person found guilty of an infraction of any of the provisions of this bylaw shall, upon summary conviction, be liable to a minimum fine of One Hundred Dollars (\$100), which shall be recoverable and enforceable upon summary conviction in the manner provided by the *Offence Act*.

Read a first time the 22nd day of May, 2012.

Read a second time the 22nd day of May, 2012.

Read a third time the 22nd day of May, 2012

Adopted the _ day of _, 2012.

Director of Corporate Services

Mayor

Certified to be a true copy of District of Port Hardy
Vacant Property Bylaw 09 - 2012

Director of Corporate Services



DISTRICT OF PORT HARDY

BYLAW 10-2012

A Bylaw to Amend Bylaw 14-2011
Being the User Rates and Fees for 2012

WHEREAS the Council of the District of Port Hardy deems it expedient to amend a portion of Bylaw 14-2011;

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

1. Title

This bylaw may be cited as the "District of Port Hardy User Rates and Fees for 2012 Amendment Bylaw 10-2012".

2. Authorization

Bylaw 14-2011 is amended as follows:

- a) Add Schedule R - Vacant Properties Rates as shown on Attachment A of this bylaw;
b) Amend Schedule A - Water Rates as shown on Attachment B of this bylaw;

To add;

Table with 2 columns: Description and Amount. Row 1: Any property owner who requires a turn on or off of service shall notify the District office 48 hours in advance... Row 2: Any property owner who requires a turn on or off of service in the case of an emergency... \$ 75.00

And remove:

Table with 2 columns: Description and Amount. Row 1: Any property owner who desires a turn off or on of service must give to the District office, seven (7) days notice in writing... \$ 75.00

- c) Amend Schedule E - Statutory Rates as shown on Attachment C of this bylaw;

To add:

Table with 2 columns: Item Number and Description. Row 1: 17 Administration Cost for Unpaid Accounts. An administration fee of 33.3% will be added to the account balance of all unpaid accounts after 30 days.

And remove:

17	Collection Costs for Unpaid Accounts All additional charges incurred in the collection of unpaid accounts will be added to the account balance, including but not limited to: collection agency fees, registration fees, legal and court costs.
----	--

3. Attachments

All attachments to this bylaw form a valid portion of said bylaw.

4. Severability

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

Read a first time on the 22nd day of May, 2012.

Read a second time on the 22nd day of May, 2012.

Read a third time on the 22nd day of May, 2012

Adopted by the Municipal Council on the _ day of _, 2012.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

(46)

Attachment A

SCHEDULE R – Vacant Properties Rates

Initial investigation and inspection of property, including attendance by Inspector	Actual costs incurred for related labour, materials or equipment plus 20% administration costs
Inspection Contractor/Professional, including attendance by Inspector	Actual costs incurred plus 20% administration costs
Subsequent inspections	\$100 plus hourly departmental charge out rate
District work if owner defaults	Actual costs incurred for related labour, materials or equipment plus 20% administration costs

Attachment B

SCHEDULE A - WATER RATES

1. Inspection, Connection, Turn Water On/Off Fees		
a) Any property owner who requires a turn on or off of service shall notify the District office 48 hours in advance except in the case of an emergency. There will be no charge for a turn on or off during regular working hours of 8:30a.m. – 4:30p.m.		
b) Any property owner who requires a turn on or off of service in the case of an emergency, or outside of the regular working hours shall at the same time pay the fee for each turning on or off.		\$ 75.00
c) Where installation of a water connection exists the fee for inspection of a standard 18mm (3/4") connection will be:		\$ 75.00
d) Application for any water service will be subject to: i. Initial application analysis fee (may be combined with sewer/storm sewer application analysis fee). ii. Connection fees (all sizes) shall be charged on the basis of the actual cost of the work necessary including but not limited to all pavement, sidewalk, cut/replacement, and boulevard work, with an initial deposit of 125% of the cost of the work as estimated by EPCOR Water Services, with any excess amount billed at the time the work is complete, or any surplus fees refunded upon reconciliation of the account. The application fee will be deducted from the actual costs of the job.		\$475.00 At cost
2. Seniors Discount Property owners who are Seniors shall receive a discount on all or any portion of a current billing if paid by the quarterly due date. This applies only to the principal place of residence. Senior means a person who is 65 years of age or older and who meets the grant eligibility requirements as defined by the <i>Home Owners Grant Act</i> .		25%
3. Quarterly Rates The rates reflected in this schedule are based on a flat rate billing system.		Rate per Quarter
1	For each single residential dwelling unit	\$ 97.33
2	For each metered multi-family residence in excess of two (2) units the greater of:	\$ 0.92 per cubic meter OR \$82.53 per unit
3	For each office, shop or store	\$ 103.95
4	For each supermarket	\$ 225.86
5	For each bakery	\$ 103.95
6	For each restaurant	\$ 329.97
7	For each lunch room or delicatessen	\$ 141.62
8	For each soda fountain or hot dog stand	\$ 103.95
9	For each hotel/motel - per unit	\$ 18.24
10	For each lounge	\$ 274.85
11	For each beer parlour	\$ 338.33
12	For each Laundromat - per washer	\$ 31.58
13	For each non-profit organization and hall	\$ 103.95
14	For each athletic club	\$ 329.97
15	For each theatre	\$ 103.95
16	For each school - per classroom	\$ 97.47

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Attachment B continued
SCHEDULE A - WATER RATES
(continued)

17	Light Industrial	
	5 employees or less	\$ 103.95
	6 - 15 employees	\$ 235.55
	16 - 30 employees	\$ 376.00
	Large water users	\$ 588.67
18	For each service station/garage	\$ 103.95
19	For each car wash	
	For 1st stall	\$ 215.22
	Each additional stall	\$ 64.28
20	For each industrial metered user, for consumption in the same calendar year:	
	a) First 3,000 m ³	\$ 0.85/m ³
	b) From 3,001 to 6,000 m ³	\$ 1.09/m ³
	c) More than 6,000 m ³	\$ 0.64/m ³
21	For each marina	\$ 292.75
22	For each campground - per stall	\$ 8.00
23	Other users	\$ 104.75
24	Hydrant Use (Damage deposit of \$250.00. Inspection fee of \$100.00 shall be levied against persons using a fire hydrant where no repairs are needed)	\$ 36.23 \$ 1/m ³ for water used
25	For each airport hangar	\$ 237.42
26	Underground sprinkling services over one acre for months of June, July & August - per sprinkler head	\$ 7.13
27	For each airport terminal building	\$ 464.58
28	Each wharf providing water to vessels	\$ 104.87
29	For each sawmill	\$ 237.42
30	For each drycleaner	\$ 237.42
31	Each car dealership with a non-commercial car wash stall	\$ 64.77
32	Seagate Pier large vessel meter	\$ 0.87/ m ³
33	Pool	\$ 316.37
34	Arena	\$ 220.88
35	Hospital - per bed	\$ 22.54
36	Fish Hatchery	\$ 88.23
37	Sani Station	\$ 88.23

4. Multi-Meter Rider

- a) Applicable: This Rider is available to those customers who have more than one water meter and water service supplying their water demand.
- b) Price: This will consist of a discount generated by totaling all water meters annual consumption and treating the consumption as one, for purposes of calculating the metered water charge.

Attachment B continued

**SCHEDULE A - WATER RATES
(continued)**

- c) Regulations: To be eligible, customers must submit a request in writing. The District of Port Hardy reserves the right to accept or deny any request. The amount and duration of this Rider will be at the District's discretion. Only one Rider will be applied to any one customer at any time.
- (i) All water meters must supply the same or adjoining building or non-adjoining buildings located on the same property (same legal description).
 - (ii) All water meters must be in account to the same customer.
 - (iii) Water meter bank installations associated with one water service will not be considered.
 - (iv) All water meters must be associated with a separate water service.

Attachment C

SCHEDULE E - STATUTORY RATES

Rates do not include applicable taxes.

1.	List of Electors The fee per copy of a List of Electors shall be as noted, except where a candidate at an election is entitled to one free copy.	\$ 10.00
2.	Minutes of Council Proceedings As provided under Section 194(2) of the Community Charter the fee for copies of Minutes of Council proceedings shall be hereby established.	\$ 0.25 per page
3.	Copies of Bylaws Pursuant to Section 194 of the <i>Community Charter</i> the following charges shall apply for:	
	a) Zoning Bylaw (Text and Map)	\$ 35.00
	b) Zoning Bylaw (Text only)	\$ 15.00
	c) Official Community Plan Bylaw (Text and Maps)	\$ 35.00
	d) Official Community Plan Bylaw (Text only)	\$ 15.00
	e) Copies of all other bylaws shall be provided for a fee of	\$ 0.25 per page
	f) Subdivision Bylaw	\$ 18.00
4.	Tax Certificate The collector shall provide tax certificates as provided under Section 249 of the <i>Community Charter</i> for the fee established.	\$ 25.00
5.	Request for Prior Years Taxes Levied	\$ 15.00
6.	Mortgage Company Listings	\$ 5.00 / folio
7.	Cost to issue a refund cheque	\$ 10.00
8.	Reports	
	a) Business License Print-out	
	On paper	\$ 30.00
	On electronic media	\$ 15.00
	b) Photocopies	
	8-1/2" x 11"	\$ 0.25 per page
	8-1/2" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	c) Maps	
	Zoning Map	\$ 22.00
	Boundary Map	\$ 22.00
	OCP or legal map	\$ 22.00
	Civic Street Map	\$ 22.00
	Courier for all maps	\$ 25.00
9.	NSF cheques returned	\$ 25.00
10.	Council and Committee-of-the-Whole agenda	\$ 0.25/page or \$10.00 /agenda
11.	Tree Cutting permits	
	1 - 10 trees	\$ 25.00
	11 - 20 trees	\$ 50.00
	21 or more trees	\$ 100.00
12.	Parks and Beach permit	
	Commercial rental fee	\$ 30.00 per day
	Clean up deposit	\$ 50.00
13.	Storage fees for impounded vehicles or vessels	
	Single vehicle or vessel six metres in length or less	Cost + 15%
	Single vehicle or vessel over six metres in length	Cost + 15%
	For a vehicle and trailer of any length	Cost + 15%

(51)

Attachment C continued

SCHEDULE E - STATUTORY RATES

(continued)

Rates do not include applicable taxes

14.	Permit to water new lawn outside permitted days	\$ 20.00
15.	Commemorative Benches	
	(a) Bench, plaque and installation	\$1,050.00
	(b) Commemorative tree or shrub and plaque	\$ 600.00 plus tree /shrub
	(c) Other items	\$ 500.00 plus cost of item and concrete
16.	Search for information and records, other than Freedom of Information Request	
	(a) for locating or retrieving a record	\$ 7.50 per 1/4 hour
	(b) for producing a record manually	\$ 7.50 per 1/4 hour
	(c) for preparing a record for disclosure	\$ 7.50 per 1/4 hour
	(d) for shipping copies	actual costs of courier
	(e) for copying records	
	(f) photocopies and computer printouts	
	8.5" x 11", 8.5" x 14"	\$ 0.25 per page
	11" x 17"	\$ 0.30 per page
	(ii) electronic media	\$ 15.00
	(iii) Photographs	
	Scanning & emailing an 8" x 10"	\$ 10.00
	over 8" x 10"	\$ 10.00 & costs
	(iv) building plans	actual cost plus \$10.00 administration fee
	Deposit for any plans that require out of office printing	\$ 500.00
17.	Administration Cost for Unpaid Accounts An administration fee of 33.3% will be added to the account balance of all unpaid accounts after 30 days.	



**DISTRICT OF PORT HARDY
BYLAW 11-2012**

**A Bylaw to Provide for the
Care and Control of Animals**

GIVEN THAT the District of Port Hardy wishes to regulate the care and the control of animals within the District;

The Council of the District of Port Hardy in open meeting assembled, ENACTS as follows:

PART 1

1. Title

- 1.1 This bylaw may be cited as the "District of Port Hardy Animal Care and Control Bylaw No. 11-2012".

2. Definitions

- 2.1 In this Bylaw, unless the context otherwise requires:

Animal means any member of the Kingdom Animalia excluding humans.

Animal Control Officer means the person or persons or company designated by the Council of the District of Port Hardy to administer the provisions and regulations of this bylaw and shall include the operator of the Animal Shelter.

Animal Shelter means the facility designated by the municipality, which is used for the temporary housing and care of animals that have been impounded pursuant to the Bylaw.

At large means an animal that is not on the property of the owner and that is not on a leash and/or under the control of a person responsible.

Business Licence means a licence issued by the District of Port Hardy under the provisions of the Business Licence Bylaw.

Cat means a male or female domesticated cat.

Cattery means any establishment which houses more than three cats or in which any number of cats are kept for breeding and/or boarding purposes.

Dangerous dog means any dog to which any of the following applies:

- i) that has killed or seriously injured a person;
- ii) has killed or seriously injured a domestic animal, while in a public place or while on private property, other than property owned or occupied by the person responsible for the dog; or
- iii) an animal control officer has reasonable grounds to believe is likely to kill or seriously injure a person.

District means the Corporation of the District of Port Hardy.

Dog means a male or female domesticated dog.

Impervious means through which water will not pass.

Inspector means a person designated by the municipality to be responsible for enforcing this bylaw, except where otherwise provided.

Kennel Commercial means a kennel specifically set up for boarding, breeding and training of dogs not owned by the kennel operator.

Kennel Hobby means a kennel where not more than three (3) dogs or cats are kept on the premises for breeding or showing purposes. The operator of the hobby kennel must reside on the property on which the hobby kennel is operated. There shall be no boarding or training of dogs not owned by the kennel operator or the property owner. One dog not owned by the hobby kennel operator or property owner may be kept in the hobby kennel for breeding or show purposes.

Kept means to be owned and to be provided with food and shelter.

Licence means a dog licence issued in accordance with the provisions of this bylaw.

Licensing Officer means a person appointed by the municipality for the purpose of processing and issuing licences under this bylaw.

Livestock Animals (Large) means, but is not limited to, dairy and beef cattle, bulls, goats, pigs, sheep, donkeys, mules, horses, ostriches, emus and cassowaries.

Livestock Animals (Small) means, but is not limited to, pigeons, chickens, rabbits, ducks, geese and other game birds.

Microchip means an FDX-B International Organized for Standardization (ISO) standard microchip and reader device implanted in an animal by, or under the supervision of, a veterinarian.

Muzzle means a device which covers or secures the mouth of an animal and is designed to prevent it from biting.

Neutered means the sterilization of a female animal by removing the ovaries or of a male animal by removing the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

Open Air Run means an area used for exercising or airing dogs or cats.

Owner means any person, partnership, association or corporation that owns, possesses or has control, care or custody over an animal.

Peace Officer means a police officer, constable or other persons employed for the preservation and maintenance of the public peace.

Rodents include rats and mice.

Vermin includes fleas, lice, worms and other parasitic insects and animals.

Wildlife means wildlife as defined by the *BC Wildlife Act* and/or other animals indigenous to Canada whose ownership in captivity violates Provincial or Federal Canadian statutes.

PART 2 – ANIMAL CARE AND CONTROL

3. Licensing of Dogs

- 3.1 No person shall own or keep any dog aged eight months or more within the municipality unless such dog is licensed as provided by this bylaw.
- 3.2 The owner of a dog shall obtain an annual licence for such dog by paying the fee outlined in the District of Port Hardy Rates Bylaw on or before the first day of January in each year or upon their dog reaching the age of eight (8) months. Written proof of neutering is required in order to qualify for the neutered animal rate.
- 3.3 The owner shall ensure that any dog taken off the owner's property shall bear permanent identification in the form of a visible veterinary tattoo or identifiable microchip and shall cause the animal to wear around the neck a collar to which shall be attached the current licence tag issued for that dog by the municipality.
- 3.4 The licence fee will be fifty (50) percent after June 30th for any dog that is moved with its owner into the municipality or that is newly acquired by its owner after that date.
- 3.5 Dogs that are trained and required as a guide or for assistance to a disabled person shall be licensed but the licence fee shall be waived for such dogs.
- 3.6 No licence is required for a dog sojourning in the District for a period of less than one (1) month.
- 3.7 The municipality shall keep a complete registry of all licensed dogs indicating the dates of registration, the name and description of each dog and the name and address of each owner.
- 3.8 The owner of any licensed dog shall, within thirty days of the owner's change of address, notify the municipality of such change of address.
- 3.9 If a person becomes the owner of a dog after the first day of January in any year, that person must immediately apply for a licence or a transfer of a valid previously issued licence from the District and pay the applicable fee.
- 3.10 Every dog licence and tag issued under this bylaw expires on the 31st day of December of each year.

4. Responsibilities of Owners – Animal Control

- 4.1 No person shall own, keep, possess or harbour any dog or cat over the age of eight months in the District unless:
- a) the animal has been neutered by a veterinarian; or
 - b) a Breeder holds a valid and subsisting business licence for the current licence year; or
 - c) the owner provides proof that the animal is a registered show animal.
- 4.2 As an exception to section 4.1, a Breeder who provides proof that their dog or cat is either too young for breeding purposes or too old or ill to be neutered may retain such animal without holding a current business licence.
- 4.3 An owner shall ensure his or her animal does not run at large within the municipality.
- 4.4 Notwithstanding section ~~4.24.3~~, a dog is not required to be on a leash while in a designated off-leash area as shown on Schedule A.
- 4.5 If an animal defecates on any public or private property other than the property of its owner, the owner shall remove such feces immediately.
- 4.6 An owner shall ensure his or her animal does not vocalize for longer than ten (10) consecutive minutes or in any manner which might reasonably disturb any person.
- 4.7 No owner of a dog shall permit his or her dog, without provocation, to:
- a) chase, bite or attack any person or domesticated animal; or
 - b) cause damage to any property.
- 4.8 The owner or possessor of any dog that is lawfully not on a leash pursuant to section ~~4.24.3~~ shall:
- a) keep the dog under control by verbal command at all times; and
 - b) ensure that the dog does not cause injury to any person or other animal or cause damage to any property.
- 4.9 No person shall own more than 3 dogs and 3 cats unless they are licensed as a cattery or dog kennel.

5. Responsibilities of Owner – Animal Care

- 5.1 An owner shall ensure his or her animal is provided with:
- a) clean, potable drinking water and food of sufficient quantity and quality to allow for healthy growth and the maintenance of healthy body weight;
 - b) food and water receptacles that are kept clean and disinfected and located so as to avoid contamination by excreta;
 - c) the opportunity for regular exercise sufficient to maintain good health, including daily opportunities to be free of a confined area and exercised regularly under appropriate control; and

d) necessary veterinary care when such animal exhibits signs of pain, injury, illness or suffering.

5.2 An owner shall not keep an animal which normally resides outdoors, or which is kept outdoors for extended periods of time, unless such animal is provided with an outdoor shelter:

a) which has a total area that is at least twice the length of the animal in all directions and that also allows the animal to turn around freely and adopt normal resting postures;

b) which ensures protection from heat, cold and dampness that is appropriate to the weight and type of protective outer coat of such animal;

c) which provides sufficient shade to protect the animal from the direct rays of the sun at all times; and

d) which is regularly cleaned and sanitized and removed of excreta daily.

5.3 No owner shall keep his or her animal in an unsanitary environment.

5.4 For the purposes of section 5.3, an environment is considered unsanitary when it contains objects that may cause injury to any person or animal or where it contains an accumulation of fecal matter, an odour, insect infestation, rodent attractants or other conditions which endanger the health of any person or animal or which disturbs or are likely to disturb the enjoyment, comfort or convenience of any person or animal.

5.5 No person may cause an animal to be hitched, tied or fastened to a fixed object where a choke collar or choke chain forms part of the securing apparatus or where a rope or cord is tied directly around the animal's neck.

5.6 No person may cause an animal to be hitched, tied or fastened to a fixed object for longer than six (6) hours within a 24 hour period.

5.7 No person may cause an animal to be confined in an enclosed space or vehicle, including a car, without adequate ventilation. Such enclosed space or vehicle (if stationary) shall be in an area providing sufficient shade to protect the animal from the direct rays of the sun at all times.

5.8 No person may transport an animal in a vehicle outside the passenger compartment or in an uncovered passenger compartment unless it is adequately confined or unless it is secured in a body harness or other manner of fastening which is adequate to prevent it from falling off the vehicle or otherwise injuring itself.

6. Impoundment

6.1 Any person may seize any dog or cat found at large and deliver it to the animal shelter.

6.2 A dog or cat seized pursuant to section 6.1 shall be considered impounded at the time and place it comes under the control of the Inspector, Animal Control Officer or a peace officer.

- 6.3 The Animal Control Officer shall:
- a) impound such dog or cat; and
 - b) make all reasonable efforts to determine the identity of the owner of such dog or cat and to inform such person that the animal has been impounded, whether the animal is alive or dead.
- 6.4 Any dog or cat impounded shall be provided with the basic animal care provisions described in section 5 of this bylaw and with the requirements set out in A Code of Practice for Canadian Kennel Operations (Canadian Veterinary Medical Association, 2007).
- 6.5 The animal shall remain impounded for a minimum of 72 hours (not including the date of impoundment, Sundays or Statutory Holidays) unless the animal is claimed by its rightful owner. If not claimed within that time, the animal shall become the property of the municipality and may:
- a) be adopted for such price as has been established under the District of Port Hardy Rates Bylaw, unless the animal is a dangerous dog; or
 - b) after reasonable attempts have been made to place the animal, be euthanized by a veterinarian.
- 6.6 During the impoundment period, if an animal is in critical distress, the Animal Control Officer shall follow the District of Port Hardy Critical Distress Policy. The animal's owner shall not be entitled to any compensation.
- 6.7 During the impoundment period, the Animal Control Officer shall:
- a) provide such veterinary care for an injured or ill impounded animal as may be necessary to sustain its life; and
 - b) be entitled to recover from the owner the cost of veterinary care provided while the animal was impounded, in addition to any other fees due to the municipality for redemption of the animal.
- 6.8 Notwithstanding any other provision of this bylaw, if it is found that any impounded animal is unduly dangerous, the Animal Control Officer may, in consultation with a veterinarian, destroy such animal if he is of the opinion that such animal constitutes a hazard. All reasonable attempts will be made to notify the owner, if known, prior to euthanizing the animal. The animal's owner shall not be entitled to any compensation.

7. Redeeming or Adopting an Animal

- 7.1 The owner of any impounded animal may redeem the animal from the Shelter upon proving ownership and paying to the Animal Control Officer:
- a) all unpaid and overdue dog licence fees and impoundment fees in accordance with the District of Port Hardy Rates Bylaw;
 - b) all fees payable for the care and feeding of the animal for each day the animal was impounded in accordance with the District of Port Hardy Rates Bylaw; and
 - c) all costs of treatment by a Veterinarian, together with any related travel costs, where an animal that has been seized or impounded is injured or ill and requires

veterinary treatment.

7.2 Before returning an impounded animal to its owner, the Animal Control Officer shall:
a) ensure the animal is properly licenced; and

b) record the name and address of the person or persons claiming to be the owner, as well as the dates the animal was impounded and redeemed.

7.3 The Animal Control Officer shall try to have adopted any animal which has not been redeemed with 72 hours after impoundment (not including the date of impoundment, Sundays or Statutory Holidays).

7.4 Any unneutered dogs and cats adopted from the Shelter shall be neutered, at the expense of the adopting family, prior to release. Where the animal is too young for the surgery, the adopting family shall pay the cost of the surgery to the District prior to taking custody of the animal. The District will pay the Veterinary Hospital upon receipt of proof of surgery.

7.5 If, after trying for 96 hours, the Animal Control Officer is not able to have adopted any animal under section 7.3, the Animal Control Officer may cause to have the animal destroyed by a Veterinarian.

8. Dangerous Dogs

8.1 The classification of a dog as a dangerous dog will be done by the Animal Control Officer if, after careful consideration of the facts, in his opinion the dog is dangerous. Owners of dogs that have been declared as dangerous will be contacted promptly in written form.

8.2 Once a dog has been declared dangerous, the only way in which this declaration can be determined to be incorrect is by the Court. This can be done by the owner in defending an application to destroy the dog.

8.3 The Animal Control Officer or any Peace Officer may take the necessary steps to enter on any premises and seize and impound any dangerous dog that has killed or seriously injured a person or other animal and may either impound the dog in accordance with this bylaw or may apply to the Provincial Court within 21 days for an order that the dog be destroyed.

8.4 The Provincial Court, on application and on being satisfied that a dog is dangerous, may order that the dog be destroyed.

8.5 No person shall own or keep any dangerous dog unless such dog is licensed as a dangerous dog with the municipality by an owner who is over the age of eighteen and who has paid the applicable fee as shown in the District of Port Hardy Rates Bylaw.

8.6 In order to obtain such licence, an owner of a dangerous dog shall supply the municipality with written confirmation from a licensed veterinarian that such dog has been neutered.

8.7 When such dog is off the property of the owner, the owner shall ensure that it is properly fitted with a muzzle and on a leash not longer than one metre and that it is

under the control of a responsible person over the age of eighteen.

- 8.8 When such dog is on the property of the owner, the owner shall ensure that it is either securely confined indoors or in a securely enclosed and locked pen or structure, suitable to prevent it from escaping and to prevent the entry of any person not intended to access such dog. Such pen or structure shall comply with section 5 of this bylaw and shall not be within one metre of the property line or within three metres of a neighbouring dwelling unit.
- 8.9 The owner of such dog shall display a sign at each entrance to the property and building in which such dog is kept, declaring in legible writing and with a recognizable symbol that the dog is dangerous.
- 8.10 The owner of such dog shall promptly notify the municipality's animal control department if the dog is found to be running at large.
- 8.11 If the owner of a dangerous dog is unwilling or unable to comply with the requirements of this section, said dog shall be seized and impounded for a fourteen day holding period, after which the dog shall be euthanized by a Veterinarian.
- 8.12 A dangerous dog, or a dog that, unprovoked, is known to have bitten or attacked a person or other animal, that is surrendered to the Animal Control Officer shall not be available for adoption and will be euthanized immediately unless ordered held by the Contagious Disease Nurse or designate.
- 8.13 Except where the Animal Control Officer has made an application to the Provincial Court for an order that a dangerous dog be destroyed or has determined that the dangerous dog suffers from rabies or other incurable disease and is to be destroyed, or the dangerous dog is in isolation after having bitten a person or animal, the owner of a dangerous dog impounded pursuant to this bylaw may reclaim such dangerous dog at any time before its destruction, on application to the Animal Control Officer. The applicant must show proof of ownership of the dangerous dog, make payment of all fees, costs and charges incurred in respect of the seizure and impoundment, boarding or maintenance together with any applicable licensing.

9. Female Dog in Heat

- 9.1 Every owner of a female dog in heat shall confine it or cause it to be confined in a building or enclosure so that it cannot come in contact with other dogs, except that such a dog may be conveyed under the control of a competent person to a veterinary clinic or a boarding kennel.
- 9.2 Notwithstanding section 9.1, where a female dog in heat has been impounded under the provisions of this bylaw, the dog shall remain in the control of the Animal Control Officer until the expiration of the dog's ovulatory period. The owner shall be responsible for all maintenance fees for the duration of the impoundment.

10. Breeders and Owners of Show Animals

- 10.1 The owner of an unneutered dog or cat kept for show purposes must provide proof that the animal is a registered show animal.
- 10.2 Every owner of an unneutered dog or cat must ensure that the dog or cat is not permitted to be running at large within the District.
- 10.3 No female dog or cat shall:
- be mated if it is less than one year old;
 - give birth to more than six litters; and
 - give birth before the end of the period of twelve months beginning with the day on which it last gave birth.
- 10.4 Accurate breeding and care records shall be kept by the Breeder and made available for inspection by any officer of the municipality, a Special Provincial Constable of the British Columbia Society for the Prevention of Cruelty to Animals or a licensed veterinarian, authorized by the local authority to inspect the premises.

11. Regulations for the Keeping of Livestock

- 11.1 The keeping of both large and small livestock for hobby farm purposes will be permitted in the appropriate zone, provided there are not any health or environmental problems.

~~11.2 The minimum area for keeping large livestock animals will be 0.40 hectares (1 acre of land) for the first large animal and at least 0.20 hectares (½ acre) for each additional large animal, with all land being in one location.~~

- 11.3 No cows, horses or other large livestock shall be kept in the District within 60 metres (200 feet) of a neighbour's premises occupied as a dwelling.
- 11.4 The owner, possessor or harbourer of large or small livestock shall not permit animal excrement to accumulate in such manner as to be offensive to smell or to be unsanitary. Animal excrement shall be disposed of regularly. If a nuisance or health problem arises such disposal shall be in a manner approved by the Environmental Health Officer.

12. Fencing of Livestock

- 12.1 Where livestock is kept in open fields, the owner of the property must provide adequate fencing to keep such livestock from roaming beyond property boundaries.
- 12.2 If livestock is kept on a property and if that property also abuts a highway, then the owner shall erect fences along the boundary of that property abutting the highway for the purpose of preventing livestock from straying upon the highway.
- 12.3 If a fence is required under section 10.2, the fence posts shall be a minimum of 1.2 metres (4 feet) in height above ground level and no more than 3.6 metres (12 feet)

apart and of adequate strength so that livestock cannot dislodge or break the posts by applying minimum force.

12.4 If a fence is required under section 10.2, the fencing may be a minimum of three (3) strands barbed wire or three (3) rails of chain link. Where barbed wire is used there will be orange or red ribbon on the top strand no more than three (3) metres (10 feet) apart.

12.5 No person shall allow a fence, which is used for the purpose of holding livestock, to fall into a state of disrepair.

13. General

13.1 The Animal Control Officer shall seize and impound any animal which is at large within the municipality. The Animal Control Officer shall, if possible, inform the owner of any animal that the animal has been seized and impounded. If the owner of the animal is not known to the Animal Control Officer, or if the Animal Control Officer is unable to contact the owner, then the Animal Control Officer shall, within 24 hours of the impoundment, post a notice of such seizure and impoundment on the notice board at the Animal Shelter. This notice is deemed to be sufficient notice to the owner of the seizure and impoundment of the animal.

13.2 When the Animal Control Officer has reason to believe that an animal is not receiving proper care, treatment or shelter, the Animal Control Officer may enter onto the property at any reasonable time to determine the health and well being of an animal on the property and to ascertain whether the provisions of this bylaw are being observed.

13.3 The Medical Officer, Health Officer, Mayor, Judge or Senior Police Officer in the municipality may order any animal found to be suffering from an infectious, contagious or incurable disease to be destroyed. The Animal Control Officer, on receiving such order, shall forthwith attend to having the animal euthanized by a veterinarian. The animal's owner shall not be entitled to any compensation.

PART 3 – COMMERCIAL KENNELS AND CATTERIES

14. Licence Requirements

14.1 No person shall own, operate, manage, control, supervise or have on any property a kennel or cattery without holding a current and valid District of Port Hardy business licence.

14.2 The applicant shall provide a list of the maximum number of dogs or cats to be kept at the subject property.

14.3 The licensing officer shall refuse any licence application which does not meet with all of the requirements of this bylaw.

14.4 In the event that a licence application is refused, the licensing officer shall give notice in writing to the applicant by registered mail or personal delivery.

15. Municipal Confirmation

15.1 Prior to the issuance of a business licence, the Inspector shall confirm that:

- a) there have not been any bylaw violations during the previous licensing year;
- b) a site inspection has been conducted to verify the suitability of the property for a commercial kennel and the maximum number of dogs or cats to be kept at the kennel or cattery; and
- c) the site plan and type of kennel or cattery meets the applicable municipal zoning requirements.

16. General Regulations

16.1 No person shall use a building or part of a building for a kennel or a cattery unless it complies with the following regulations. It shall:

- a) have a ceiling height of not less than eight (8) feet measured perpendicularly from the floor;
- b) have floors constructed of material that is impervious and readily cleaned;
- c) be lit by windows admitting unobstructed natural daylight, the glass area of which shall equal one-tenth (1/10) of the floor area and fifty (50%) percent of which shall open in order that proper ventilation may be attained or alternately to the foregoing, shall be equipped with the following:
 - i) artificial light providing evenly distributed illumination equivalent to at least ten (10) foot candles at a distance of thirty (30) inches from the floor and working surfaces and such artificial light sources shall be in use except when equivalent natural light is present or during the night or rest periods;
 - ii) the installation of mechanical apparatus to provide at least one (1) complete change of air per hour;
- d) have interior walls and ceilings constructed of/or containing at least three (3) inches of insulation or its equivalent for the purpose of soundproofing;
- e) be connected to the municipal water supply system;
- f) have an adequate supply of running hot water available in the premises at all times for the purpose of washing the animals and cleaning the premises so that they are capable of being kept in a clean and healthy condition;
- g) be adequately heated;
- h) have, in the case of a building having pens, suitable bedding on which the animals may sleep or eat and there shall be such bedding for each pen;
- i) have, in the case of buildings having pens, a four (4) foot wide hallway fronting each pen;
- j) have one (1) isolation pen for each twenty (20) animals or fraction thereof either in the kennels or in the veterinary hospital
- k) have a suitable whelping area;
- l) have a service area containing the following facilities and accommodation:

- i) a public waiting room and office, separate or combined;
 - ii) food storage and preparation room equipped with adequate refrigeration equipment and a sink with running hot and cold water;
 - iii) adequate toilets and wash basins available for the use of staff;
 - iv) grooming room with a plumbing fixture for the bathing of animals to be connected with running hot and cold water;
 - v) a hopper sink supplied with running hot and cold water for the cleaning of the pens and runs;
- m) be painted when necessary and, together with pens, kept at all times in good repair;
- n) be kept at all times, together with pens and yards, in a clean and sanitary condition and free from vermin and rodents;
- o) be kept, together with pens and yards, disinfected and free of offensive and disagreeable odours to the satisfaction of the Medical Health Officer or the Inspector;
- p) be kept free of manure, dung, refuse and liquid waste which the operator shall dispose of in a manner approved by the Medical Health Officer; and
- q) have a competent person available at all times.
- 16.2 The operator of a kennel or cattery shall take effective precautions to ensure that animals under his care are properly controlled and restrained from barking, yelping and howling. Dogs are to be restrained to pens between 8:00 p.m. and 8:00 a.m.
- 16.3 The operator of a kennel or cattery shall ensure that animals are fed and watered from utensils which have been washed daily and the design of which hampers tipping of them.
- 16.4 Notwithstanding anything in any other bylaw, no person shall have, operate, maintain or carry on or permit to be operated, maintained or carried on, any kennel or cattery within the District of Port Hardy except on a property designed for such use by the current District of Port Hardy Zoning Bylaw.
- 16.5 Every person operating, maintaining or allowing to carry on a kennel or cattery operation shall comply with the following regulations:
- a) supply pens or cages of design, finish and size so as not to restrict the animal unnecessarily and so as to permit ready cleaning of the pens or cages, with an outside kennel run of three (3) feet wide by twelve (12) feet long and minimum of six (6) feet high;
 - b) each run shall be separated one from another with a wall or fence constructed of concrete, wood or suitable metal mesh fence.
- 16.6 A fence of at least six (6) feet in height, constructed of wood, masonry, stone or concrete shall be placed around that portion of the property used for kennel purposes including, without limiting the foregoing, open air runs so as prevent visibility from without. The fence shall be situated not less than ten (10) feet from the kennel

building or from the building and its runs and shall be kept in good repair by the owner or operator of the kennel.

16.7 Kennel buildings shall have interior/exterior walls constructed of a smooth impervious material to a height of four (4) feet above the floor. Each pen shall have a doorway connecting it to a hallway which shall be provided with a door. Without limiting the foregoing, such door may be a Dutch-door type.

16.8 Kennel and cattery operators shall:

- a) maintain a register of animals in the kennel clearly providing the following information:
 - i) the name, address and telephone number of the owner of the animal;
 - ii) the name and breed of the animal; and
 - iii) the breeding record of all animals housed there.
- b) make available the register to the inspection of the Police or the Inspector at all reasonable times; and
- c) display prominently in the public waiting room the rates charged for services rendered by the kennel or cattery personnel.

PART 4 – HOBBY KENNELS

17. Licence Requirements

17.1 No person shall own, operate, control or have on any property a hobby kennel without holding a current and valid District of Port Hardy business licence.

17.2 The licensing officer shall refuse any licence application which does not meet with all of the requirements of this bylaw.

17.3 In the event that a licence application is refused, the licensing officer shall give notice in writing to the applicant by registered mail or personal delivery.

18. General Regulations

18.1 Animals kept in a hobby kennel shall be housed within the owner's premises.

18.2 The premises shall contain a suitable whelping area.

18.3 The property, together with pens and yards, must:

- a) be kept at all times in a clean and sanitary condition and free from vermin and rodents;
- b) be kept disinfected and free of offensive and disagreeable odours to the satisfaction of the Medical Health Officer or the Inspector;
- c) be kept free of manure, dung, refuse and liquid waste which the operator shall dispose of in a manner approved by the Medical Health Officer; and

d) have a competent person available at all times.

18.4 The operator of a hobby kennel shall take effective precautions to ensure that animals under his care are properly controlled and restrained from barking, yelping and howling. Dogs are to be housed in the residence between 8:00 p.m. and 8:00 a.m.

18.5 The operator of a hobby kennel shall ensure that animals are fed and watered from utensils which have been washed daily and the design of which hampers tipping of them.

18.6 Every person operating a hobby kennel for dogs shall:

a) provide an outside kennel run a minimum of three (3) feet wide by twelve (12) feet long and a minimum of six (6) feet high; or

b) a fenced area with a fence that is sufficient to contain the dog(s).

18.7 Hobby kennel operators shall:

a) maintain a register of animals in the kennel clearly providing the name, breed and the breeding record of all animals housed there; and

b) make available the register to the inspection of the Police or the Inspector at all reasonable times.

PART 5 – GENERAL

19. Schedules

Schedule “A” – Off-leash Zones – attached to this bylaw forms part of this bylaw.

20. Inclusivity

In this bylaw, unless the context otherwise requires, the singular includes the plural and the masculine includes the feminine gender and a corporation.

21. Severability

If a court of competent jurisdiction declares any portion of this bylaw invalid, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

22. Violation

Any animal owner who contravenes any section of the bylaw is subject to a minimum fine of \$100.00 and a maximum fine of \$2,000.00. For each day that a violation is permitted to exist, it shall constitute a separate offence.

23. Repeal

Animal Control Bylaw 12-2010 and Kennel Operation Bylaw No. 662, 1987 are hereby repealed.

Read a first time the 22nd day of May, 2012.

Read a second time the 22nd day of May, 2012.

Read a third time the 22nd day of May, 2012.

Adopted the _ day of _, 2012.

Director of Corporate Services

Mayor

Certified to be a true copy of District of Port Hardy
Animal Care and Control Bylaw 11-2012

Director of Corporate Services

SCHEDULE "A"

OFF-LEASH ZONES

Public property where dogs are permitted without a leash if under the control of a responsible individual:

- Tsulquate Park from Kin Hut to the Waste Water Treatment Plant
- Duval Forestry Road
- Lot B, Plan VIP51959 (9250 Trustee Road) – undeveloped District of Port Hardy lot adjoining North Island Mall and the Trustee Road entrance to the mall

68

- 18-22 8. Jim Standen, Co-Chair, Tsunami Debris Coordinating Committee, Assistant Deputy Minister, Environmental Protection Division, Ministry of Environment (May 30, 2012) re: Planning for Tsunami Debris arrival. For information.
- 23 9. Michael McGee, Manager, Policy and Communications Passenger Transportation Board (May 29/12) re: Municipal Advisory re: Taxi Rate Changes in BC. For information.
- 24-25 10. Paul Manson, President & CEO Sea Breeze Power Corp. (June 4/12) re: News release, Start of Construction. For information.
- 26 11. Mayor Dan Ashton, City of Penticton (May 30/12) re: Thank you for participating in 2012 BC Mayors' Caucus May 17-18, 2012. For information.
- 27 12. John Tidbury, Port Hardy Lions Club, (June 6/12) re: Request for Mayor Parnham to participate in the Filomi Days parade on Saturday July 21, 2012.

Motion / direction

1. 2.

G. NEW BUSINESS

No new business in agenda package.

H. COUNCIL REPORTS

Verbal reports from Council members.

I. COMMITTEE REPORTS

No Committee Reports in agenda package.

J. STAFF REPORTS

- 28-30 1. Accounts Payable for the month of May 2012. For information.
- 31 2. G. Le Gal, Director Corporate Services (June 5/12) re: Deputy Mayor Appointments
- 32 3. D. Clipperton, Director Financial Services (June 7/12) re: General Strategic Priorities Fund Sustainable Rainwater Resource Management.

Motion required

1. 2.

Motion / direction

1. 2.

- 33-39 4. R. Davidge, Chief Administrative Officer (June 7/12) re: Fire Safety Inspections.

Motion / direction

1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 40-44 1. District of Port Hardy Vacant Property Bylaw 09-2012. For Adoption.

Motion required

1. 2.

- 45-52** 2. District of Port Hardy User Rates and Fees for 2012 Amendment Bylaw 10-2012. F Adoption.

Motion required

1.

2.

- 53-68** 3. District of Port Hardy Animal Care and Control Bylaw 11-2012. .

Request by G. Le Gal, Director Corporate Services to rescind Third Reading in order to amend Section 4.8 to read ".....pursuant to Section 4.4..."

District of Port Hardy Animal Care and Control Bylaw 11-2012. Rescind third reading

Motion required

1.

2.

District of Port Hardy Animal Care and Control Bylaw 11-2012 for Third Reading as amended.

Motion required

1.

2.

L. PENDING BYLAWS

Neighbourhood zero emission vehicles.

M. INFORMATION AND ANNOUNCEMENTS

- June 14 Cape Scott Wind Farm Open House 4:00 to 7:00 pm Providence Place
- June 19 Downtown Revitalization Planning Meeting 8:30 am-3:30 pm Council Chambers
- June 20 Finance Committee Meeting 3:30-5:00 pm Council Chambers
- June 25 PH Twinning Society 7:00 pm Council Chambers
- June 26 Emergency Planning Noon Council Chambers
- June 26 Regular Council Meeting - 7:00 pm Council Chambers
- June 27 Operational Services Committee Meeting 9:00 am Council Chambers
- June 28 Occupational Health & Safety Committee 8:30 am Council Chambers

N. NOTICE OF IN-CAMERA MEETING

No In-Camera Meeting scheduled at this time.

O. ADJOURNMENT

1.

Time: