



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
OCTOBER 11, 2016
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Deputy Mayor Pat Corbett-Labatt, Councillors Dennis Dugas, Rick Marcotte, Fred Robertson, and John Tidbury

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services, Leslie Driemel, Recording Secretary

REGRETS: Mayor Hank Bood, Adrian Maas, Director of Financial Services

MEDIA: North Island Gazette **MEMBERS OF THE PUBLIC:** 9

A. CALL TO ORDER

Deputy Mayor Corbett-Labatt called the meeting to order at 7:00pm. She acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of October 11, 2016 be accepted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Regular Council meeting held September 13, 2016.

Deputy Mayor Corbett-Labatt requested the minutes of the Regular Council meeting of September 13, 2016 be amended:

From: "an upcoming Mt. Waddington Health Network meeting"

To: "an upcoming Mt. Waddington Regional District Health Board meeting"

Moved/Seconded/Carried

THAT the minutes of the Regular Council meeting held September 13, 2016 be accepted as amended.

D. DELEGATIONS

1. Dennis Flannigan, President & Poppy Fund Chair, Royal Canadian Legion Br 237 re: 2016 Poppy Campaign - presentation of First Poppy to Deputy Mayor Corbett-Labatt.

Mr. Flannigan presented the first poppy of the Royal Canadian Legion that the 2016 Poppy Campaign to Deputy Mayor Pat Corbett-Labatt. The Deputy Mayor thanked Mr. Flannigan for coming to Council and challenged the Councillors present to donate generously to the 2016 Poppy Campaign.

2. Russ Hellberg, 101 Squadron, Members from First Nations, Royal Canadian Legion Br 237 and Port Hardy Rotary Club re: Cenotaph and Presentation covering the history, the construction phase, present status and possible future additions to the renovated Cenotaph.

2016-178
AGENDA
ACCEPTED AS
PRESENTED

2016-179
REGULAR COUNCIL
MEETING MINUTES
SEPT 13/16
ACCEPTED AS
AMENDED

1ST POPPY
PRESENTATION

CENOTAPH
PROJECT UPDATE

CENOTAPH
PROJECT UPDATE

Mr. Hellberg gave a PowerPoint presentation and updated Council on the work of the Port Hardy Cenotaph. The presentation included:

- Thank you to Cenotaph committee members and all who worked to bring the project to completion.
- Timeline of the project from March 31, 2016 to November 11, 2016. Remembrance Ceremony and Cenotaph Dedication.
- Re-dedication of the First Nations Pole on the Battle of Britain Anniversary celebration by Chief Calvin Hunt and Chief Seweed.
- Review of November 11, 2016 Remembrance Ceremony and Dedication of Cenotaph.

PRESENTATION OF
CHEQUES FOR
CENOTAPH
PROJECT

Rotary Club members Sandra Boyd and Ana Estrada presented Deputy Mayor Corbett-Labatt with a cheque for \$2,500 for the Cenotaph project.

Don Ford, Royal Canadian Legion Branch 237 presented Deputy Mayor Corbett-Labatt with a cheque for \$5,000 for the Cenotaph project from the Cenotaph Fund and a cheque for \$5,000 from Royal Canadian Legion Branch 237.

Deputy Mayor Corbett-Labatt thanked Russ Hellberg and everyone connected to the project for the time and dedication they have given that has brought the project to completion.

3. Schell Nickerson, Fire Chief re: Update on Port Hardy Fire Rescue – 2nd Quarter Report for 2016.

SHELL
NICKERSON, FIRE
CHIEF RE: UPDATE
ON PORT HARDY
FIRE RESCUE

Fire Chief Nickerson reviewed the Port Hardy Fire Rescue 2nd Quarter Report for 2016. Activities reviewed included:

- Number and type of emergency calls
- Training
- Membership
- Public Education
- Community Involvement
- Members hours
- False Alarm calls

E. ACTION ITEMS

1. Council action items were received for information.

F. CORRESPONDENCE

1. Louisa Bates, Visitor Services and Marketing Manager, Port Hardy Visitor Center (Sept 20/16) re: Requests for District support for Pumpkin Patch Walk.

2016-180
CH OF COMMERCE
RE: PUMPKIN
PATCH WALK
REQUESTS
APPROVED

Moved/Seconded/Carried

THAT Council approves the requests of Louisa Bates on behalf of the Port Hardy Chamber of Commerce, to use the seawall from Rotary Park to the Kinsmen Pavilion as well as Carrot Park, for the 2016 Pumpkin Patch Walk event to take place on November 1, 2016 and to have the seawall lights turned off from 6:00 pm to 9:00 pm that evening.

2. Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations (Sept 29/16) re: Rural Dividend Fund Grant award \$100,000 for Seagate Pier Revitalization Project was received for information.

3. Tara Faganello, Assist Deputy Minister, Ministry of Community Sport and Cultural Development and Gary MacIassac, Executive Director, UBCM ;Green Communities Committee (Sept 21/16) re: Congratulations on reducing corporate greenhouse gas emissions for 2015 reporting year was received for information.
4. Bruce Jolliffe, Chair Vancouver Island Regional Library Board of Trustees (Sept 20/16) re: Adoption of 2017-2021 Financial Plan was received for information.
5. Hon. Todd Stone, Minister of Transportation and Infrastructure (Sept 26/16) re: Nominations for new Stop of Interest signs.

DECLARATION OF
ELECTION BY
ACCLAMATION FOR
LEIGHTAN
WISHART

Council directed staff to include the letter from Hon. Todd Stone, Minister of Transportation and Infrastructure re: Nominations for new Stop of Interest signs to the Operational Services Committee, Parks, Recreation Review Committee, First Nations Relations Committee and Tourism Advisory Committee.

G. NEW BUSINESS

1. H. Nelson-Smith, Chief Election Officer (Sept.26/16) re: Declaration of Election by Acclamation for Leightan Wishart was received for information.

H. COUNCIL REPORTS

1. Deputy Mayor Pat Corbett-Labatt, Councillors Dennis Dugas, Rick Marcotte, Fred Robertson and John Tidbury reported on their recent meetings and other activities they attended and/or undertook on behalf of the District.
2. Councillor John Tidbury re: Mt. Waddington Transit Service Performance Check-In: Memorandum of Understanding was received as information.

Councillor Tidbury advised that there were issues and concerns on the proposed Memorandum of Understanding including:

- Route changes – add a trip to Airport Inn.
- Proposed fare changes.
- Need for a shelter at the junction of Port Alice and Highway 19.
- Handi Dart service not working, would like to see the Volunteer Transportation Network utilized in its place.
- Time line for the MOU process too long.

UBCM RESOLUTION
C-27 "PROTECTION
OF OLD-GROWTH
FORESTS"

Councillor Tidbury discussed with Council concerns regarding a possible error in the procedures followed for the presentation of Resolution C-27 "Protection of Old-growth Forests" at the recent 2016 UBCM Convention in Victoria, BC. It was commented that not all UBCM delegates had a chance to study the resolution as it was included in the "A" Block resolution presentation. The resolution requests that the Vancouver Island Land Use Plan be amended to protect all of Vancouver Island's remaining old growth forest on provincial Crown land. Council discussed the impact such action would have on local forestry and throughout the province.

UBCM RESOLUTION
B101 "NON TREATY
FIRST NATIONS
MEMBERSHIP IN
UBCM"

Councillor Robertson commented that Past Councillor Jessie Hemphill spoke eloquently on the District of Port Hardy Resolution B101 regarding Non Treaty First Nations membership in UBCM.

NUMATA
DELEGATION
OCTOBER VISIT

Councillors congratulated the Port Hardy Twinning Society on the a successful October 4th to 8th visit from the delegation from Numata to Port Hardy and thanked Leslie Driemel, Society Chair for her hard work to make it a successful visit.

I. COMMITTEE REPORTS

1. Draft minutes of the Tourism Advisory Committee meeting held September 8, 2016 and September 22, 2016 were received for information
2. Draft minutes of the First Nations Relations Committee meeting held September 13, 2016 were received for information.
3. Draft minutes of the Emergency Planning Committee meeting held September 19, 2016 were received for information.
Recommendation to Council
The Emergency Planning Committee recommend that Council allocate funding in 2017 to hire a consultant to review and update the District of Port Hardy Emergency Plan.

Council members discussed the need for an updated and Port Hardy specific emergency plan.

Moved/Seconded/Carried

THAT Council refer the request from the Emergency Planning Committee to allocate funding in 2017 to hire a consultant to review and update the District of Port Hardy Emergency Plan to 2017 budget discussions.

4. Draft minutes of the Operational Services Committee meeting held September 19, 2016 were received for information.

Deputy Mayor Corbett-Labatt requested the minutes of the Operational Services Committee meeting held September 19, 2016 be amended

FROM:

Councillor Corbett-Labatt discussed:

- Seawall lights: Positive feedback from citizens regarding the new seawall lights and that it would be good to extend them to Tsulquate Park / Kin hut area.
- Water conservation level remaining at Level 1: Was advised that by Bylaw Level 1 is in effect May 1 to Oct 31 each year.

Councillor Robertson

- First Nation signage: He has had discussion with Chief Dickie and suggested Councils need to meet and discuss cultural signage.
- Overgrowth: Alders and other trees on highways and District roadways are very overgrown. Staff advised that this is sometimes a traffic calming measure.

TO: Councillor Corbett-Labatt discussed:

- Seawall lights: Positive feedback from citizens regarding the new seawall lights and that it would be good to extend them to Tsulquate Park / Kin hut area.
- Water conservation level remaining at Level 1: Was advised that by Bylaw Level 1 is in effect May 1 to Oct 31 each year.
- First Nation signage: She has had discussion with Chief Dickie and suggested Councils need to meet and discuss cultural signage.
- Overgrowth: Alders and other trees on highways and District roadways are very overgrown. Staff advised that this is sometimes a traffic calming measure.

Recommendation to Council

The Operational Services Review Committee recommend that Council amend the unsightly premises bylaw to include the following provision "no out of control

grass and weeds” AND add in the definition of brush to the bylaw. An exemption - District Park property designated as meadowed areas will be excluded from this provision.

Council discussed the wording change, removal of grass height, how to define “out of control grass and weeds”, enforcement of unsightly premises bylaw as needed and long dry grass as a fire hazard.

2016-182
AMEND UNSIGHTLY
PREMISES BYLAW

Moved/Seconded/Carried

THAT Council amend the unsightly premises bylaw to include the following provision “no out of control grass and weeds” AND add in the definition of brush to the bylaw. An exemption - District Park property designated as meadowed areas will be excluded from this provision.

5. Draft minutes of the Parks & Recreation Review Committee meeting held Tuesday September 20, 2016 was received for information.

J. STAFF REPORTS

1. Accounts Payable September 2016 was received for information.
2. A. Maas, Director of Financial Services (Sept 14/16) re: Purchasing Policies

2016-183
AMEND POLICIES
CP2.1, CP2.2, CP2.4
& PURCHASING
MATRIX

Moved/Seconded/Carried

THAT Council amend policies CP2.1 (General Purchasing Policy), CP2.2 (Signing Authority-Purchase Limitation, CP2.4 (Purchase Card Policy) and the Purchasing Policy Matrix as per the Director of Finance September 14, 2016 report.

3. A. Maas, Director of Financial Services (Sept 23/16) re: Crown Provincial Uncollectible Taxes – BC Assessment Roll Nbr 06-334-5008.056

Moved/Seconded/Carried

THAT Council direct staff to seek ministerial approval under section 781 of the *Local Government Act* to write off taxes as per the schedule attached to the Director of Finance September 23, 2016 report for Roll Nbr 06-334-5008.056.

2016-184
WRITE OFF
UNCOLLECTABLE
CROWN
PROVINCIAL TAXES

4. H. Nelson-Smith, Director of Corporate Services (Oct. 3/16) re: Fireworks Event October 31, 2016 at Beaver Harbour Park.

Moved/Seconded/Carried

THAT Council approves the use of Beaver Harbour Park for the Halloween Fireworks event to take place on October 31, 2016 as requested by Robert Johnsen, which shall include the use of barricades for the bonfire and clean up by the Operational Services crews, AND FURTHER THAT this approval is subject to: 1) obtaining liability insurance coverage for the event with the District named as added insured; and 2) that a certified Display Supervisor is present to supervise the event, if it is determined that this is required AND FURTHER THAT the safety plan attached to the Director of Corporate Services report of October 3, 2016 which details the requirements of the District for the event be adhered to by the policy holder and event coordinator.

2016-185
OCT 31 2016
FIREWORKS EVENT
AT BEAVER
HARBOUR PARK

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1052-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013, (9190 Granville St.). For Second and Third Reading.

2016-186
BL 1052-2016
AMEND ZONING
BYLAW 1010-2013
(9190 GRANVILLE
ST.) 2nd and 3rd
READING

Moved/Seconded/Carried

THAT Bylaw 1052-2016 A Bylaw to Amend Zoning Bylaw No. 1010-2013 (9190 Granville St.) received Second and Third Reading.

2. Bylaw 1053-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013, (8755 Hastings St. For Second and Third Reading.

Council members discussed concerns regarding storage of paint, batteries etc from the proposed recycling depot and the location in close proximity to a local park area. Council discussed possible wording to include in the recycling component of permitted uses.

Heather Nelson-Smith Director of Corporate Services advised that storage is currently an allowed use and that wording such as “the storage of all recyclables must be contained within a structure“ could be incorporated into the bylaw amendment. Council procedures to add the wording was discussed.

2016-187
BYL 1053-2016
AMEND ZONING
BYLAW 1010-2013
(8755 HASTINGS
ST.) 2nd and 3rd
READING

Moved/Seconded/Carried

THAT Bylaw 1053-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013 (8755 Hastings St.) receive Second and Third Reading.

3. Bylaw 1054-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013 8775 & 8765 & 7215 Hastings St.). For Second and Third Reading.

2016-188
BYL 1054-2016
AMEND ZONING
BYLAW 1010-2013
8775 & 8765 & 7215
HASTING ST.) 2nd
and 3rd READING

Moved/Seconded/Carried

THAT Bylaw 1054-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013 8775 & 8765 & 7215 Hastings St.) receive Second and Third Reading.

4. Bylaw 1055-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013 (8740 Main St.). For Second and Third Reading.

2016-189
BYL 1055-2016
AMEND ZONING
BYLAW 1010-2013
(8740 MAIN ST.) 2nd
and 3rd READING

Moved/Seconded/Carried

THAT Bylaw 1055-2016, A Bylaw to Amend Zoning Bylaw No. 1010-2013 (8740 Main St.) receive Second and Third Reading.

4. Bylaw 1056-2016, A Bylaw to Exempt Certain Properties from Taxation for the Years 2017, 2018 and 2019. For Adoption.

2016-190
BYL 1056-2016
EXEMPTION FROM
TAXATION 2017-
2019 1ST, ADOPTED

Moved/Seconded/Carried

THAT Bylaw 1056-2016, A Bylaw to Exempt Certain Properties from Taxation for the Years 2017, 2018 and 2019 be adopted.

5. Bylaw 1057-2016, A Bylaw for District of Port Hardy User Rates and Fees For 2017. For Adoption.

Councillor Marcotte discussed amending harbour rates to include a two week moorage rate.

Allison McCarrick, CAO advised that a two week rate had not been previously discussed and that if Council wishes to include it, the bylaw could be amended at a later date.

2016-191
BL 1057-2016 USER
RATES & FEES FOR
2017 1ST, ADOPTED

Moved/Seconded/Carried

THAT Bylaw 1057-2016, A Bylaw for District of Port Hardy User Rates and Fees For 2017 be adopted.

L. PENDING BYLAWS

Bylaw 1051-2016, Port Hardy Multiplex Loan Authorization Bylaw.

M. INFORMATION AND ANNOUNCEMENTS

Information and announcements in the agenda package were received for information.

N. NOTICE OF IN CAMERA MEETING

No In Camera meeting scheduled at this time.

O. ADJOURNMENT

2016-192
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 8:28pm

CORRECT

APPROVED

Original signed by:

DIRECTOR
OF CORPORATE SERVICES

MAYOR