



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
OCTOBER 13, 2015
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Mayor Hank Bood and Councillors Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, Rick Marcotte, Fred Robertson and John Tidbury

ALSO PRESENT: Rick Davidge, Chief Administrative Officer
Allison McCarrick, Director of Financial Services
Heather Nelson-Smith, Director of Corporate Services
Leslie Driemel, Recording Secretary

REGRETS: None

MEDIA: North Island Gazette **MEMBERS OF THE PUBLIC:** 3

A. CALL TO ORDER

Mayor Bood called the meeting to order at 7:00pm.

B. APPROVAL OF AGENDA

Mayor Bood advised of an addition to the agenda, under New Business G-1 Report from R. Davidge, CAO re: Strategic Wildfire Prevention Program.

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

C. ADOPTION OF MINUTES

1. The minutes of the Special Council Meeting held September 15, 2015.

Moved/Seconded/Carried
THAT the minutes of the Special Council Meeting held September 15, 2015 be approved as presented.

2. Minutes of the Regular Council Meeting held September 15, 2015.

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held September 15, 2015 be approved as presented.

D. DELEGATIONS

1. Mr. George Kearey and Mr. Dennis Flannigan, Royal Canadian Legion, Branch 237 re: Presentation of First Poppy for 2015 Poppy Campaign.

Mr. Kearey advised Council that he is stepping down as President of the Legion, introduced Mr. Dennis Flannigan who is the new Legion President.

The first poppy of the 2015 Royal Canadian Legion, Branch 237 Poppy Campaign was presented to Mayor Bood by Mr. Kearey.

2015-164
AGENDA
APPROVED AS
AMENDED

2015-165
SPECIAL COUNCIL
MEETING
MINUTES SEPT.15/
2015 APPROVED

2015-166
REGULAR
COUNCIL
MEETING
MINUTES SEPT.15/
2015 APPROVED

DELEGATION:
MR. GEORGE
KEAREY, RC
LEGION BR 237
PRESENTATION
OF FIRST POPPY

2. Pauline Stevenson, Excel Career College re: Aquaculture training project. Ms Stevenson was unable to attend as a delegation.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Council action items were received for information.

Councillor Corbett-Labatt requested an update on the proclamation of October 1, 2015 as the International Day of Older Persons and the purchase/flying of the flag. R. Davidge, CAO advised that the proclamation has been posted, the flag was purchased and flown on October 1, 2015.

F. CORRESPONDENCE

1. Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations (Sept 8/15) re: Thank you for letter regarding BC Wildfire Service staff service in fighting the Tsulquate Wildfire was received for information.
2. Rhonda Vanderfluit, Registrar, Youth Parliament of B.C. Alumni Society (Sept 8/15) re: British Columbia Youth Parliament Session, December 27-31, 2015 was received for information.

Council directed staff to refer the information received regarding British Columbia Youth Parliament Session, December 27-31, 2015 to Port Hardy Secondary School.

3. Hon. Mary Polak, Minister of Environment (Sept.17/15) re: Suspension of Conservation Officer Bryce Casavant was received for information.
4. Rotary Clubs of Port Hardy and Port McNeill.
 - a. Allison McCarrick, Director of Financial Services (Sept.27/15) re: Rotary Clubs of Port Hardy and Port McNeill request for grant in aid was received for information
 - b. Rotary Clubs of Port Hardy and Port McNeill (Sept.17/15) re: Request for donation to 29th Annual Rotary Radio Auction, November 7 & 8, 2015.

A. McCarrick, Director of Financial Services advised Council that this was a late grant-in-aid application and that there is adequate funding available in the 2015 grant-in-aid budget. Recent applications received by the September 30, 2015 deadline are for 2016 grant in aid budget consideration.

Moved/Seconded/Carried

THAT Council approves the request from the Rotary Clubs of Port Hardy and Port McNeill for a donation to the 28th Annual Rotary Radio Auction be approved and shall consist of the same items that were donated in 2014, namely two annual resident launch and parking passes, one recreation adult punch card, one recreation child punch card and one hour adult ice rental.

5. Bruce Jolliffe, Chair Vancouver Island Regional Library Board of Trustees (Sept.24/15) re: Vancouver Island Regional Library 2016-2020 Financial Plan was received for information.

Councillor Robertson requested Councillor Hemphill provide an update on the planned renovations at the Port Hardy Branch of Vancouver Island Regional Library.

YOUTH
PARLIAMENT
REFERRED TO
PHSS

2015-167
2015 ROTARY
AUCTION
DONATION
APPROVED

Councillor Hemphill advised the plans were going ahead. Councillor Tidbury commented that the tendering process is underway for the project.

6. Correspondence re: Hospital Parking Fees

- a. Copy of letter from Lois and Ed Jarvis, Campbell River BC to Campbell River Mayor Andy Adams and Council (Sept 27/15).
- b. Copy of letter from Claire Trevena, MLA North Island (Sept 30/15) to Hon. Terry Lake, Minister of Health
- c. Copy of letter from Claire Trevena, MLA North Island (Sept 30/15) to Dr. Brendan Carr, President and CEO, Vancouver Island Health Authority

Councillor Corbett-Labatt advised that parking fees at hospitals are becoming an issue in many communities and that she would support a letter to the Mayor of Campbell River and Vancouver Island Health Authority requesting that the Campbell River Hospital not implement parking fees.

2015-168
REQUEST
CAMPBELL RIVER
HOSPITAL
EXEMPT FROM
PARKING FEES

Moved/Seconded/Carried

THAT Mayor Bood writes to Andy Adams, Mayor of Campbell River and Dr. Brendan Carr, President and CEO of Vancouver Island Health Authority supporting the request from Claire Trevena, MLA North Island, that the Campbell River Hospital be exempt from parking fees.

7. Angela Smith, Pumpkin Patch Committee 2015, Port Hardy Chamber of Commerce & Visitor Center (Oct.5/15) re: The Great Pumpkin Patch Walk Sunday November 1, 2015 and request for use of seawall from Rotary Park to Kinsmen Pavilion and to have lights turned out along seawall at 6:00 pm.

2015-169
2015 PUMPKIN
PATCH WALK
REQUESTS
APPROVED

Moved/Seconded/Carried

THAT Council approves the requests of Angela Smith 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 2015 Pumpkin Patch Walk event to take place on November 1, 2015 and to have the seawall lights turned off at 6:00 pm that evening.

G. NEW BUSINESS

Addendum

1. Report from R. Davidge, CAO re: Strategic Wildfire Prevention Program.

Rick Davidge, CAO outlined the Strategic Wildfire Prevention Program administered by UBCM and advised the first stage is to develop a community wildfire protection program through working with community stakeholders to identify priorities and an action plan for wildfire prevention in the community.

2015-170
APPLICATION TO
COMMUNITY
WILDFIRE
PROTECTION
PROGRAM

Moved/Seconded/Carried

THAT Council supports the District of Port Hardy application to the Community Wildfire Protection Program as presented.

H. COUNCIL REPORTS

COUNCIL
REPORTS

Mayor Bood, Councillors Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, 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.

Mayor Bood welcomed Heather Nelson-Smith, the new Director of Corporate Services to the District of Port Hardy.

I. COMMITTEE REPORTS

1. Minutes of the Emergency Planning Committee meeting held June 30, 2015. For information.
2. Draft minutes of the Emergency Planning Committee meeting held October 6, 2015. For information.
3. Draft minutes of the First Nations Relations Committee meeting held August 11, 2015 was received for information.
4. Draft minutes of the Operational Services Committee meeting held September was received for information.

The Operational Services Committee recommends to Council:

- a. *“THAT the completion of the Community Bear Smart designation be undertaken by the Operational Services Committee.”*

Moved/Seconded/Carried

THAT Council approves the completion of the Community Bear Smart designation by the Operational Services Committee.

- b. *THAT The short and long term recommendations in the Bathymetric analysis and preliminary lake level modelling for the District of Port Hardy Kains Lake Water Supply report be accepted and implemented, as presented in below:*

Short-Term

- *District of Port Hardy should improve water level monitoring at Kains Lake by installing a level logger, recording discharge measurements and correlating measurements to staff gauge water levels in order to create a stage discharge curve. This is important information for accurate water level monitoring and should be installed as soon as practicable.*
- *District of Port Hardy should measure river discharge at the lower dam on numerous days in order to examine the relationship between river discharge at the upper and lower dam sites. Determination of river discharge in the vicinity of the plant will assist in water withdrawal planning, and ensuring sufficient flows for fish. Further investigation may be required dependent upon results;*
- *District of Port Hardy should investigate surface water inputs within the Kains Lake and Tsulquate River area (between the upper and lower dam). A field assessment to quantify water inputs into the watershed should be conducted to accurately describe inputs.*
- *District of Port Hardy should determine the relationship between upper dam bypass valve position and flow rate;*
- *District of Port Hardy should ascertain that bypass valves at the upper dam are in good condition and free of blockages;*
- *District of Port Hardy should investigate the specific requirements of their water lease with respect to fisheries management to ensure that future water-taking decisions are in accordance with any commitments required by the lease.*

Long-Term

- *District of Port Hardy should begin investigation into the feasibility of upper dam upgrades (i.e. height increase).*

Council discussed the recommendations with staff and work timeline for upgrades to Kains Lake Dam. Rick Davidge CAO advised that the work would not likely be able to be done prior to the summer of 2016 as low water levels are required to access areas of the dam. Council was advised that approval of the recommendations would start the process for Council review and budget consideration.

2015-172
KAINS LAKE
SHORT AND LONG
TERM RECOM-
MENDATIONS
APPROVED

Moved/Seconded/Carried

THAT The short and long term recommendations in the Bathymetric analysis and preliminary lake level modelling for the District of Port Hardy Kains Lake Water Supply report be accepted and implemented, as presented in the minutes above.

- c. *“THAT Council consideration be given to establishing a rainbow crosswalk with a suggested location at the intersection of Granville and Rupert Streets.”*

Councillor Dugas advised he supported the idea in principle but does not want to single out support of one group, such as lesbian, gay, bisexual, and transgender (LGBT) over another such as anti-bullying. Council members discussed the crosswalk, possible costs and implementation of colored crosswalks supporting groups other than LGBT at other locations in the future.

2015-173
RAINBOW
CROSSWALK AT
GRANVILLE &
RUPERT STREETS

Moved/Seconded/Carried

THAT Council consideration be given to establishing a rainbow crosswalk with a suggested location at the intersection of Granville and Rupert Streets.

5. Draft minutes of the Parks & Recreation Review Committee meeting held September 15, 2015 was received for information

The Parks & Recreation Review Committee recommends to Council:

- a. *“THAT Council approves the Parks & Recreation Review Committee Terms of Reference.”*

2015-174
PARKS & REC
REVIEW COMM
TERMS OF
REFERENCE

Moved/Seconded/Carried

THAT Council approves the Parks & Recreation Review Committee Terms of Reference as presented below:

1. ESTABLISHMENT

The District of Port Hardy Parks and Recreation Review Committee, hereinafter referred to as the "Committee", was established as a Standing Committee of Council by Council of the District of Port Hardy on January 13, 2015.

2. PURPOSE

The Committee understands the value of maintaining a healthy and active lifestyle. The Committee also understands the importance of making available as broad a range of recreational activities for ALL members of the community. The mandate of the Committee is to:

- a) Advise in the operation, maintenance and improvement of District recreational facilities.
- b) Maintain and strengthen relationships with local recreational users;
- c) Work with local recreational organizations and users to plan and improve recreational activities and facilities within the District of Port Hardy;
- d) Research matters that are referred to the Committee by Council and provide recommendations to Council on such matters;
- e) Consult, on a regular basis, the recreational priorities, of individuals, groups, agencies and organizations

3. AUTHORITY

3.1 The Committee does not have delegated approval authority from Council.

J. STAFF REPORTS

1. Accounts payable for September, 2015 was received for information.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Allison McCarrick, Director of Financial Services (Sept.23/15) re: District of Port Hardy Bylaw 1045-2015 Revenue Anticipation Borrowing Bylaw for 2016.

District of Port Hardy Bylaw 1045-2015, A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the Year 2016. For First, Second and Third Reading.

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1045-2015, A Bylaw to Provide for the Borrowing of Money in Anticipation of Revenue for the Year 2016 receive First, Second and Third Reading.

2. District of Port Hardy Bylaw 1044-2015 A Bylaw for District of Port Hardy User Rates and Fees for 2016. For First, Second and Third Reading.

Moved/Seconded/Carried

THAT District of Port Hardy Bylaw 1044-2015 A Bylaw for District of Port Hardy User Rates and Fees for 2016 receive First, Second and Third Reading.

L. PENDING BYLAWS

No pending bylaws

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

Moved

THAT the meeting be adjourned.

Time: 7:50pm

CORRECT

APPROVED

Original signed by:

DIRECTOR
OF CORPORATE SERVICES

MAYOR

2015-175
BYL 1045-2015
REVENUE
ANTICIPATION
(BORROWING) 1ST
2ND 3RD READING

2015-176
BYL 1044-2015
USER RATES &
FEES FOR 2016 1ST
2ND 3RD READING

2015-177
ADJOURNMENT