



DISTRICT OF PORT HARDY

AGENDA

REGULAR COUNCIL MEETING

7:00 PM

TUESDAY, DECEMBER 9, 2014

MUNICIPAL HALL COUNCIL CHAMBERS
7360 COLUMBIA STREET

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

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

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY, DECEMBER 9, 2014
Council Chambers - Municipal Hall**

<u>Page</u>	A. CALL TO ORDER	Time:
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required	1. 2.
	C. ADOPTION OF MINUTES	
1-3	1. The minutes of the Regular Council Meeting November 25, 2014.	
	Motion required	1. 2.
4-5	2. The minutes of the Inaugural Council Meeting December 2, 2014.	
	Motion required	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	No delegations.	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
6-7	1. Council Action items. For information.	
	F. CORRESPONDENCE	
8-9	1. Dave Nikolejsin, Deputy Minister, Ministry of Energy and Mines (Nov.14/14) re: Meeting with Councillors September 25, 2014 at the UBCM Convention. For information.	
10	2. Hon. Steve Thomson, Minister of Forest, Lands and Natural Resource Operations (Nov.18/14) re: Meeting with Port Hardy officials September 25, 2014 at the UBCM Convention. For information.	
11-12	3. Hon. John Rustad, Minister of Aboriginal Relations and Reconciliation (Nov 14/14) re: Clean Energy and partnering with local First Nations. For information.	
13	4. John Bowman, President North Island College (Nov.28/14) re: Congratulations on election and arranging a meeting in the New Year. For information.	
	5. Correspondence re: Council Appointments	
14	a. Greg Fletcher, Administrator Regional District of Mount Waddington (Nov.27/14) re: Council Appointments to the Regional District of Mount Waddington.	
15	b. Rosemary Bonanno, Executive Director Vancouver Island Regional Library (Nov.17/14) re: Appointment to the 2015 Vancouver Island Regional Library Board.	
16	c. Staff report from J. Long, Director of Corporate & Development Services (Dec.4/14) re: 2015 Council Appointments.	
	Motion / direction	1. 2.
	G. NEW BUSINESS	
	None in agenda package.	

H. COUNCIL REPORTS

1. Verbal reports from Council members.

I. COMMITTEE REPORTS

No Committee Reports.

J. STAFF REPORTS

17-19

1. Accounts payable for November 2014. For information.

20

2. J. Long, Director of Corporate & Development Services (Dec.4/14) re: 2015 Regular Council Meeting Schedule.

Motion / direction

1.

2.

K. CURRENT BYLAWS AND RESOLUTIONS

No current bylaws.

L. PENDING BYLAWS

No pending bylaws.

M. INFORMATION AND ANNOUNCEMENTS

December 18	Committee: Occupational Health & Safety, 8:30 am, Council Chambers
December 25	Christmas Day – Municipal Hall closed
December 26	Boxing Day – Municipal Hall closed
January 1, 2015	New Years Day – Municipal Hall closed
January 13	Regular Council Meeting, 7:00 pm, Council Chambers
January 27	Regular Council Meeting, 7:00 pm, Council Chambers

N. NOTICE OF IN CAMERA MEETING

No in camera meeting scheduled at this time.

O. ADJOURNMENT

Motion required
Time:

1.

2.



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR MEETING OF COUNCIL
NOVEMBER 25, 2014**

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

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

REGRETS:

MEDIA: North Island Gazette

MEMBERS OF THE PUBLIC: 3

A. CALL TO ORDER

Jeff Long, Director of Corporate & Development Services, called the meeting to order at 7:00 pm. Mr. Long advised that in the absence of a Mayor and an appointed Deputy Mayor, that Council must appoint a member to act as Deputy Mayor for the remainder of this term. Councillor Tidbury volunteered to act as Deputy Mayor in this regard.

2014-221
APPOINTMENT OF
DEPUTY MAYOR

Moved/Seconded/Carried

That Councillor John Tidbury is hereby appointed as a Deputy Mayor for the remainder of the current Council term.

B. APPROVAL OF AGENDA

Deputy Mayor Tidbury advised Council of an addendum to the agenda under F. Correspondence: Item 4, Sherry Senciw, Port Hardy Lions Club (Nov 20/14) re: Annual Timmy's Road Blocks, December 6 from 10:00 am to 2:00 pm.

- a. request for permission for roadblocks in front of Esso Gas station, downtown by the Chamber of Commerce building and by Robert Scott School.
- b. request for use of District road barriers.

2014-222
APPROVAL OF
AGENDA AS
AMENDED

Moved/Seconded/Carried

THAT the agenda be approved as amended.

C. ADOPTION OF MINUTES

1. The minutes of the Special Council Meeting held November 12, 2014.

2014-223
SPECIAL
MEETING
MINUTES NOV.
12/14 APPROVED

Moved/Seconded/Carried

THAT the minutes of the Special Council Meeting held November 12, 2014 be approved as presented.

2. The minutes of the Regular Council Meeting held November 12, 2014.

2014-224
COUNCIL
MEETING
MINUTES NOV
12/14 APPROVED

Moved/Seconded/Carried
THAT the minutes of the Regular Council Meeting held November 12, 2014 be approved as presented.

D. DELEGATIONS

No delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Council action items were received for information.

ACTION ITEMS

F. CORRESPONDENCE

1. Balwinder Bal, President, 0825241 BC Ltd., DBA Town Taxi (Nov.13/14) re: Notice for Voluntary Bill of Rights was received for information.
2. Copy of correspondence from Sheila Malcomson, Chair Islands Trust Council to Premier Christy Clark and Honourable Ted Stone, Minister of Transportation (Oct.31/14) re: Public Consultation re: Coastal Ferry Contract for Performance Term 4 (2016-2020) was received for information.
3. Althea Vermass, Executive Director, North Island Crisis and Counselling Centre Society (Nov.5/14) re: Restorative Justice Program was received for information.

Addendum

4. Sherry Senciw, Port Hardy Lions Club (Nov 20/14) re: Annual Timmy's Road Blocks, December 6 from 10:00 am to 2:00 pm.
 - a. request for permission for roadblocks in front of Esso Gas station, downtown by the Chamber of Commerce building and by Robert Scott School.
 - b. request for use of District road barriers.

Moved/Seconded/Carried

THAT the request by Sherry Senciw, Port Hardy Lions Club to allow the Port Hardy Lions Club to temporarily close roads to traffic in front of Esso Gas station, by the Chamber of Commerce building and by Robert Scott School as part of the Annual Timmy's Roadblocks fundraising event on Saturday, December 6th, 2014 from 10:00 am until 2:00 pm, and that the Lions Club have use of the District's barriers for the event, is hereby approved.

2014-225
PH LIONS
TIMMY'S
ROADBLOCKS
DEC 6/14

G. NEW BUSINESS

No new business.

H. COUNCIL REPORTS

Councillors Janet Dorward, Jessie Hemphill, Rick Marcotte, Nikki Shaw and Deputy Mayor John Tidbury reported on their recent meetings and other activities they attended and undertook on behalf of the District of Port Hardy, as well as information on a variety of community interest matters. Council members expressed their sadness and condolences to the Huddlestan family on the passing away of Deputy Mayor Debbie Huddlestan.

Councillor Hemphill requested that Council, staff and members of the public observe a minute of silence in honour of Deputy Mayor Debbie Huddlestan who passed away November 16, 2014.

I. COMMITTEE REPORTS

No Committee reports.

J. STAFF REPORTS

- 1. J. Long, Director of Corporate & Development Services (Nov.20/14) re: Application for Development Variance Permit – St. Claire.

Moved/Seconded/Carried

THAT Council approves Development Variance Permit DVP-01-2014 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to:

- 1) Decrease the side yard setback for an accessory use from 4.5 metres (14.76 feet) to 2.13 metres (7 feet) with respect to an accessory detached garage structure;
- 2) Decrease the interior side yard setback for an accessory use from 1.0 metre (3.28 feet) to 0.0 metres with respect to an accessory detached garage structure; and,
- 3) Increase the maximum lot coverage from 40% to 43% for all buildings and structures;

With respect to the property legally described as Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349. AND FURTHER THAT the Director of Corporate & Development Services be authorized to execute the permit accordingly.

- 2. J. Long, Chief Election Officer / Director of Corporate & Development Services (Nov.21/14) re: Official Results – 2014 General Local Election was received for information.

K. CURRENT BYLAWS AND RESOLUTIONS

No Bylaws or resolutions.

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: 7:18pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE
DEVELOPMENT SERVICES

DEPUTY MAYOR

2014-226
DVP-01-2014
APPROVED
STRATA LOT 53,
PLAN 349
(ST.CLAIRE)

2014-227
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
INAUGURAL MEETING OF COUNCIL
DECEMBER 2, 2014**

PRESENT: Deputy Mayor John Tidbury,
Councillors Jessie Hemphill, Rick Marcotte,

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

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

REGRETS: Councillors Janet Dorward, Nikki Shaw

MEDIA: Aidan O'Toole - North Island Gazette
RCMP: Constables Mary Javoric and Christopher Eskesen

MEMBERS OF THE PUBLIC: 18

A. CALL TO ORDER

Deputy Mayor John Tidbury called the meeting to order at 7:00 pm

B. APPROVAL OF AGENDA

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

C. ADDRESS TO NEW COUNCIL

Deputy Mayor Tidbury welcomed the new council members, their families and members of the public to the Inaugural Council meeting.

The Deputy Mayor requested that those present observe a minute of silence in honour of members of the previous Council who have passed away, namely Mayor Bev Parnham, Councillor Al Huddlestan and Councillor Debbie Huddlestan

D. OATH OF OFFICE CEREMONY

Paul Grier, Barrister & Solicitor, called upon Mayor Elect Hank Bood to come forward and be sworn in as Mayor of the District of Port Hardy. Mr. Grier delivered the Oath of Office to Mayor Bood.

Paul Grier, Barrister & Solicitor, called upon Councillors Elect Pat Corbett-Labatt, Dennis Dugas, Jessie Hemphill, Rick Marcotte, Fred Robertson and John Tidbury to come forward and be sworn in as Councillors for the District of Port Hardy. Mr. Grier delivered the Oath of Office to the assembled Councillors.

2014-228
APPROVAL OF
AGENDA AS
PRESENTED

MAYOR'S OATH
OF OFFICE

COUNCILLOR'S
OATH OF OFFICE

MAYOR'S
 ADDRESS

E. MAYOR'S ADDRESS – Mayor Hank Bood

Mayor Bood congratulated and welcomed the six newly elected Council members to the Council table. The Mayor's address included comments on: the challenges to carry on the good work of previous administrations; to map out clear goals and objectives and the path to accomplish them, the mix of experienced and new Councillors who bring a wide range of background and interests to the Council table and who will make a very successful team; and looking forward to working with all of Council and staff.

F. PRESENTATION TO PAST COUNCIL MEMBERS

Past Council members were unable to attend.

G. STAFF REPORTS

Staff Report from Jeff Long, Director of Corporate & Development Services (Nov 26/14) re: Deputy Mayor - Schedule for 2014 – 2018 Term

Moved/Seconded/Carried
 THAT Council endorses the following appointments of Deputy Mayor for the 2014-2018 term:

DEPUTY MAYOR SCHEDULE

TERM	DEPUTY MAYOR
<i>December 2, 2014 – July 31, 2015</i>	<i>Councillor Rick Marcotte</i>
<i>August 1, 2015 – March 31, 2016</i>	<i>Councillor John Tidbury</i>
<i>April 1, 2016 – November 30, 2016</i>	<i>Councillor Jessie Hemphill</i>
<i>December 1, 2016 – July 31, 2017</i>	<i>Councillor Pat Corbett-Labatt</i>
<i>August 1, 2017 – March 31, 2018</i>	<i>Councillor Dennis Dugas</i>
<i>April 1, 2018 – December 4, 2018</i>	<i>Councillor Fred Robertson</i>

H. INFORMATION AND ANNOUNCEMENTS

Next Regular Council Meeting Date: Tuesday December 9, 2014 at 7:00 pm

I. ADJOURNMENT

Moved
 THAT the meeting be adjourned. Time: 7:10 pm

CORRECT APPROVED

2014-230
 ADJOURNMENT

 DIRECTOR OF CORPORATE
 AND DEVELOPMENT SERVICES

 MAYOR

	REGULAR COUNCIL MEETING NOVEMBER 25, 2014		
<p>Addendum</p> <p>4. Sherry Senciw, Port Hardy Lions Club (Nov 20/14) re: Annual Timmy's Road Blocks, Dec 6/14 from 10:00 am to 2:00 pm.</p> <p>a. Request for permission for roadblocks in front of Esso Gas station, downtown by the Chamber of Commerce building and by Robert Scott School and</p> <p>b. request for use of District road barriers.</p> <p>J. Long, Director of Corporate & Development Services (Nov.20/14) re: Application for Development Variance Permit – St. Claire.</p>	<p>THAT the request by Sherry Senciw, Port Hardy Lions Club to allow the Port Hardy Lions Club to temporarily close streets in the downtown area as part of the Annual Timmy's Roadblocks fundraising event on Saturday, December 6th, 2014 from 10:00 am until 2:00 pm, and that the Lions Club have use of the District's barriers for the event, is hereby approved.</p> <ul style="list-style-type: none"> • Advise Operational Services • Advise PH Lions Club of approval • Advise agencies of road closure <p>THAT Council approves Development Variance Permit DVP-01-2014 to vary the provisions of section 6.3 of Port Hardy Zoning Bylaw No. 1010-2013, to:</p> <p>1) Decrease the side yard setback for an accessory use from 4.5 metres (14.76 feet) to 2.13 metres (7 feet) with respect to an accessory detached garage structure; 2)Decrease the interior side yard setback for an accessory use from 1.0 metre (3.28 feet) to 0.0 metres with respect to an accessory detached garage structure; and, 3) Increase the maximum lot coverage from 40% to 43% for all buildings and structures; With respect to the property legally described as Strata Lot 53, Section 35, Township 9, Rupert District, Strata Plan 349.</p> <p>AND FURTHER THAT the Director of Corporate & Development Services be authorized to execute the permit accordingly.</p> <ul style="list-style-type: none"> • Execute Permit as directed 	<p>TK JL/LD JL/LD</p>	<p>Done Done Done</p>
<p>ITEM</p> <p>1. Letter to Councillors John Tidbury and Rick Marcotte from Robin Archdekin, resident & CEO, Geoscience BC (Oct.24/14) re: Geoscience BC Annual Mayors' Breakfast at UBCM, Sept. 25/14</p>	<p>REGULAR COUNCIL MEETING NOVEMBER 12, 2014</p> <p>ACTION</p> <p>THAT Council writes a letter to Premier Christy Clark supporting Geoscience BC 2014/2015 outreach efforts.</p> <ul style="list-style-type: none"> • Write letter of support as directed. 	<p>JL</p>	<p>Done</p>
		<p>WHO</p>	<p>STATUS /COMMENTS</p>
		<p>RD</p>	

REGULAR COUNCIL MEETING OCTOBER 28, 2014		WHO	STATUS /COMMENTS
Addendum: Rename Thunderbird Way, south of Granville Street, after Bev Parnham.	THAT Council directs staff to send a letter to the affected property owners on Thunderbird Way south of Granville street, to seek their input regarding the possible renaming of Thunderbird Way using Bev Parnham's namesake. <ul style="list-style-type: none"> Staff to send a letter to the affected property owners on Thunderbird Way, south of Granville street, to seek their input. 	JL	Letters sent. In progress
REGULAR COUNCIL MEETING OCTOBER 14, 2014 ACTION		WHO	STATUS /COMMENTS
ITEM Downtown Revitalization Committee a) Minutes Sept. 11/14 Recommendation: "THAT there be free WiFi services established in the Downtown Revitalization Area, with the initial focus to be from the Seagate Wharf to Tsuiquate Park." b) Minutes October 7, 2014. Recommendation: "THAT Council considers negotiating a right of first refusal with the owners of 7395 Market St, 7385 Market St. and 7375 Market St. for the purpose of adding to the waterfront park area."	a) THAT Council approves the provision of WiFi service in the Downtown Revitalization Area <ul style="list-style-type: none"> Add to broadband tender / RFP requirements b) THAT Council directs staff to undertake the work necessary to try and obtain first rights of refusal with the owners of the properties addressed as 7375, 7385 and 7395 Market Street for the purpose of potentially purchasing these properties in future, and adding them to the District's waterfront park area. <ul style="list-style-type: none"> Contact property owners as requested 	RD	In Progress
REGULAR COUNCIL MEETING July 8, 2014 ACTION		WHO	STATUS /COMMENTS
ITEM Draft minutes - Op Scvs Comm meeting held June 19/14. Recommendation to Council: "THAT the District denies the request for designated moorage at Fishermans Wharf for the 2014 season AND THAT the charter boat operators be invited to come to the Operational Services Committee in the fall to allow more time for discussion and to schedule any operational changes needed."	Recommendation approved as presented. <ul style="list-style-type: none"> Contact charter boat operators and advise. 	TK	Coming to January 2015 Operational Services meeting.
REGULAR COUNCIL MEETING December 10, 2013		WHO	STATUS /COMMENTS
Airport WasteWater Treatment Plant	Adopted in principal Opt 3 in Stantec report: Divert AWWTP flows to Town Plant <ul style="list-style-type: none"> Advise MOE - Investigate funding partners 	TK	Developing Stakeholder Committee



November 14, 2014

Ref.: 86849

Her Worship Debbie Huddleston
Acting Mayor of the District of Port Hardy
Box 68
Port Hardy, BC V0N 2P0

Dear Acting Mayor Huddleston:

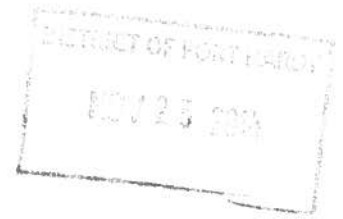
I am writing to thank you for the opportunity to meet with your councillors at the Union of British Columbia Municipalities Convention in Whistler on September 23, 2014, during which we discussed independent power producer and biomass opportunities, as well as North Island Copper and Gold's drilling results.

Transmission upgrades are considered in the context of a specific confirmed need. Expanding transmission infrastructure in the absence of need puts upward pressure on rates. BC Hydro currently has an electricity surplus, so no new projects are anticipated at present. BC Hydro's 2013 Integrated Resource Plan provides developers with opportunities under its Standing Offer Program (SOP). Developers on the North Island can take advantage of this opportunity. If successful under the SOP, their projects could provide a driver for transmission upgrades.

Regarding the biomass opportunity we discussed, please ask Councillor Rick Davidge to contact Ms. Christina Ianniciello, Manager, Communities and Transportation, Electricity and Alternative Energy Division, at 250-952-0686. Ms. Ianniciello will discuss community energy options with Mr. Davidge and put him in contact with resources that may be able to help scope out the opportunity.

Thank you for the update on the exploratory drilling being conducted by North Island Copper and Gold. Please provide me with an email contact for the geoscience information you requested, and Ministry of Energy and Mines staff will connect that person with Geoscience BC. I can be reached at Dave.Nikolejsin@gov.bc.ca.

.../2



It was a pleasure to meet with your councillors in Whistler.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Nikolejsin".

Dave Nikolejsin
Deputy Minister

pc: Honourable Bill Bennett
Minister of Energy and Mines and
Minister Responsible for Core Review

Mr. Les MacLaren
Assistant Deputy Minister
Electricity and Alternative Energy Division
Ministry of Energy and Mines

Mr. David Morel
Assistant Deputy Minister
Mines and Mineral Resources Division
Ministry of Energy and Mines

Ms. Christina Ianniciello
Manager, Communities and Transportation
Electricity and Alternative Energy Division
Ministry of Energy and Mines



Ref: 210331

November 18, 2014

His Worship Mayor Hank Bood
District of Port Hardy
P.O. Box 68
Port Hardy, British Columbia
V0N 2P0

Dear Mayor Bood:

It was a pleasure to meet with Port Hardy officials on Thursday, September 25 at the 2014 UBCM Convention to discuss the North Island Community Forest.

I appreciated the update on your community forest and was pleased to hear details on the success of your operations. We continue to strongly support the community forest model and remain committed to ongoing engagement with participating communities.

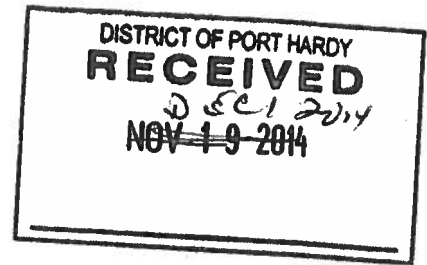
Identifying additional area for community forests is a challenge within highly constrained timber supply areas (TSA). This ministry currently has several commitments in the Kingcome TSA that must be met before an expansion can be considered. I would encourage Port Hardy officials to continue working with ministry staff to explore future opportunities.

Congratulations on your appointment as Mayor.

Sincerely,

Steve Thomson
Minister

pc: Craig Sutherland, Assistant Deputy Minister, Coast Area
Sharon Hadway, Regional Executive Director, West Coast Region
Andrew Ashford, District Manager, North Island and Central Coast District



Ref. 35696
NOV 14 2014

Debbie Huddleston
Deputy Mayor
District of Port Hardy
7360 Columbia Street
Port Hardy BC V0N 2P0

Dear Deputy Mayor Huddleston:

I am writing to express my appreciation for our meeting at the Union of British Columbia Municipalities Convention on September 24, 2014.

During our discussion, your colleagues spoke about the transmission issues Port Hardy faces and that your District is interested in pursuing energy opportunities through further independent power projects.

BC Hydro's Integrated Resource Plan (IRP), approved by government in November 2013, estimates that the province does not need significant new sources of power in the short-term. There are, however, opportunities to develop small scale clean energy projects through the Standing Offer Program (SOP). The IRP introduced a Clean Energy Strategy that includes an action to increase the SOP annual procurement target from 50 gigawatt hours per year (GWh/year) to 150 GWh/year enabling more small-scale clean energy projects (less than 15 megawatts) in communities, without unduly impacting electricity rates.

The Clean Energy Strategy also includes an action to engage with First Nations and the clean energy sector on how to introduce new elements to the SOP to encourage First Nations participation. BC Hydro has been consulting with First Nations and the clean energy sector since the spring and is expected to announce proposed changes to the program before the end of the year.

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For additional information on the SOP, please go to http://www.bchydro.com/energy-in-bc/acquiring_power/current_offerings/standing_offer_program.html?WT.mc_id=rd_standingoffer

In partnership with local First Nations, the First Nations Clean Energy Business Fund could help with assessing opportunities for participation in the SOP. You can find out more about this fund at <http://www2.gov.bc.ca/gov/topic.page?id=1178ADF080E24FDD931DA6FB88D67607>

I commend your ongoing efforts to build successful partnerships with local First Nations. These partnerships will help you forge a path forward to economic goals that benefit your communities.

Once again, thank you for your time at the convention.

Sincerely,

A handwritten signature in black ink, appearing to read "John Rustad". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

John Rustad
Minister

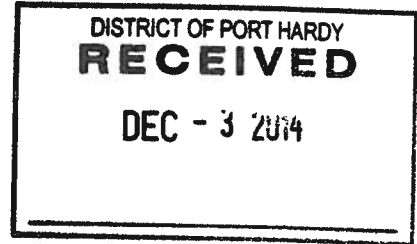
pc: Honourable Bill Bennett
Minister of Energy and Mines
and Minister Responsible for Core Review

OFFICE OF THE PRESIDENT



November 28, 2014

Mayor and Council
District of Port Hardy
7360 Columbia Street
Port Hardy, BC
V0N 2P0



Dear Mayor Bood and Council:

On behalf of North Island College (NIC), I extend our warm congratulations on your election to mayor and to council.

Thank you for your commitment to serving the citizens of your community.

We look forward to establishing a strong and positive working relationship between NIC and the District of Port Hardy in 2015 and for years to come.

In the New Year, I will be requesting an opportunity to meet with you and your colleagues in order to provide a briefing regarding NIC's progress, challenges and priorities for the future. My office will be in touch to arrange a date and time.

We welcome your ideas and questions on how NIC and the District of Port Hardy can support each other to strengthen educational access and success, social well-being, economic prosperity and the health of the North Island.

Best wishes for great success in your new roles and next terms of office.

Sincerely,

John Bowman
President



Regional District of Mount Waddington

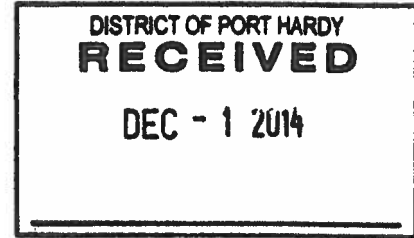
PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

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

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

File No.: 340.03

November 27, 2014



Mayor and Council
District of Port Hardy
Box 68
Port Hardy, BC V0N 2P0

Dear Mayor and Council:

RE: COUNCIL APPOINTMENTS TO THE REGIONAL DISTRICT OF MOUNT WADDINGTON

Following the first District of Port Hardy Council meeting in December 2014, would you please advise who your two Council appointees to the Regional District of Mount Waddington Board will be in accordance with Section 784 of the Local Government Act and how the District's voting strength of seven (7) will be assigned to each appointee. The appointees will also be serving on the Mount Waddington Regional Hospital District Board.

Please supply the following information for both Board Director Appointees and Alternate Director Appointees:

- Name:
- Place of Work and Contact Number (if desired)
- Home Mailing Address
- Email Address:
- Home Phone:
- Alternate Phone:
- Cell Phone:
- Fax Number:

As well, would you please advise your appointees that the Inaugural meeting of the Regional District of Mount Waddington Board will take place on Tuesday, December 16th and that a Board photo will be taken. Thank you for your assistance.

Yours truly,


Greg Fletcher
Administrator

GF/lp

INCORPORATED JUNE 13, 1966

MUNICIPALITIES: ALERT BAY, PORT ALICE, PORT HARDY, PORT MCNEILL
ELECTORAL AREAS: "A" (SOINTULA); "B" (HOLBERG, WINTER HARBOUR); "C" (QUATSINO, COAL HARBOUR, HYDE CREEK); "D" (WOSS, TELEGRAPH COVE)





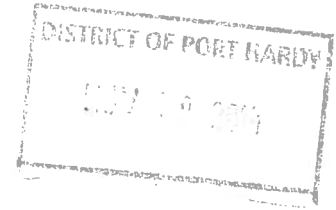
Vancouver Island Regional Library

Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

November 17, 2014

Original sent via email

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



Dear Mayor Bood,

Re: Appointment to the 2015 Vancouver Island Regional Library Board

With the new year approaching, it is time to consider your representation on the Board of Trustees of Vancouver Island Regional Library – the fourth largest library system in British Columbia that serves more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. Vancouver Island Regional Library enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

As per the *British Columbia Library Act*, "each municipality and/or regional district that is party to the regional library district must, by resolution, appoint a representative and an alternate representative each December at the first meeting of the municipal council or regional district board. A member of the library board holds office for a term of one year: January 1 - December 31, or for the remainder of the year for which the appointment is made. A member is eligible for reappointment, but no member may serve for more than eight consecutive years. Reappointment of sitting members is encouraged in the interest of continuity..."

Provincial legislation requires certified resolutions to be submitted to Vancouver Island Regional Library by December 15, 2014. I enclose 2015 appointment forms for a Board member and alternate member to ensure we have accurate contact information. VIRL Board of Trustees requires its members to complete a *Statement of Financial Disclosure* on an annual basis and to that end I enclose forms to be completed by your member and alternate member representatives. A copy of the form completed for municipal purposes is also acceptable.

Please complete the enclosed forms and return along with a copy of the certified resolution by December 15, 2014 to the attention of Heather Mink Zuvich, Executive Assistant, by mail, email: hminkzuvich@virl.bc.ca or fax: 250.758.2482.

If you require additional information, please contact Ms. Mink Zuvich by phone: 250-729-2310 or email. Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director

Strong Libraries ■ Strong Communities



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: December 4, 2014 **FILE:** 0360, 0510 & 0540
TO: Rick Davidge, Chief Administrative Officer
FROM: Jeff Long, Director of Corporate & Development Services
RE: 2015 COUNCIL APPOINTMENTS

PURPOSE

Each year, Council considers appointments to various internal and external committees and agencies for the coming year and endorses the appointments by resolution.

BACKGROUND

After consultation with Council members, Mayor Bood has provided staff with his recommendations for appointments to the Regional District of Mount Waddington Board of Directors, Regional District of Mount Waddington Hospital Board and Vancouver Island Regional Library Board of Trustees. Arrangements related to various other committees and appointments are being reviewed and are forthcoming.

RECOMMENDATION

THAT Council endorses the following external appointments for 2015:

- Director - Regional District of Mount Waddington Board of Directors (4 votes):
Mayor Bood – Alternate, Councillor Corbett-Labatt
- Director - Regional District of Mount Waddington Board of Directors (3 votes):
Councillor Dugas – Alternate, Councillor Tidbury
- Director Regional District of Mount Waddington Hospital Board (4 votes):
Mayor Bood – Alternate, Councillor Corbett-Labatt
- Director – Regional District of Mount Waddington Hospital Board (3 votes):
Councillor Dugas – Alternate, Councillor Tidbury
- Trustee - Vancouver Island Regional Library Board of Trustees:
Councillor Hemphill – Alternate, Councillor Robertson

Respectfully submitted,

Jeff Long
 Director of Corporate &
 Development Services

I agree with the recommendation.

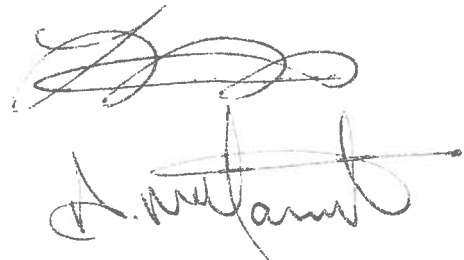
Rick Davidge
 Chief Administrative Officer

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004851	05/11/2014	00044	ACKLANDS - GRAINGER INC.	799.90	
004852	05/11/2014	00437	ACME SUPPLIES LTD.	439.55	
004853	05/11/2014	02904	ACS - Armbrust Computer	130.00	
004854	05/11/2014	02514	Alsco	93.64	
004855	05/11/2014	00829	ANA'S HARDY CLEAN	2,266.34	
004856	05/11/2014	01058	APLIN & MARTIN CONSULTAN	4,305.00	
004857	05/11/2014	02693	BC One Call Limited	20.21	
004858	05/11/2014	01531	BJARNASON, SUSAN	500.00	
004859	05/11/2014	02468	Canwest Propane	85.33	
004860	05/11/2014	00281	CHEVRON CANADA LTD.	877.34	
004861	05/11/2014	01724	CHYNA SEA VENTURES LTD.	210.00	
004862	05/11/2014	01998	COASTAL WEAR PRODUCTS	282.69	
004863	05/11/2014	01433	COMOX PACIFIC EXPRESS LT	495.35	
004864	05/11/2014	02869	Corix Water Systems Inc.	5,375.97	
004865	05/11/2014	02110	DARLING, CORTNEY	325.00	
004866	05/11/2014	00054	DAVE LANDON MOTORS LTD.	1,685.21	
004867	05/11/2014	01901	DENNISON, MELINDA	325.00	
004868	05/11/2014	01982	DIGITAL POSTAGE ON CALL	1,575.00	
004869	05/11/2014	02140	DOUG LLOYD CONTRACTING	133.35	
004870	05/11/2014	00233	FINNING (CANADA)	594.52	
004871	05/11/2014	00099	FOX'S DISPOSAL SERVICES	1,143.24	
004872	05/11/2014	01860	GREYHOUND COURIER EXPRES	64.79	
004873	05/11/2014	02894	Hamilton, Jamie	325.00	
004874	05/11/2014	00052	HARDY BUILDERS' SUPPLY	97.46	
004875	05/11/2014	02043	HARNISH SALES AGENCY	560.00	
004876	05/11/2014	00063	HOME HARDWARE BUILDING C	132.45	
004877	05/11/2014	01875	ISLAND ADVANTAGE DISTRIB	403.93	
004878	05/11/2014	02726	Island Document Storage	463.05	
004879	05/11/2014	02230	Janke Services and Mini	4,578.00	
004880	05/11/2014	02796	Jones, Daniel	325.00	
004881	05/11/2014	00065	K & K ELECTRIC LTD.	472.51	
004882	05/11/2014	01947	KETCHUM MANUFACTURING IN	153.10	
004883	05/11/2014	02600	Kushner, Trevor	438.85	
004884	05/11/2014	02642	Long, Jeff	750.00	
004885	05/11/2014	02007	MARSHALL WELDING AND FAB	322.28	
004886	05/11/2014	01777	MCCARRICK,ALLISON	1,044.24	
004887	05/11/2014	00040	MINISTER OF FINANCE (SCH	2,483.61	
004888	05/11/2014	00033	NAPA AUTO PARTS/PORT HAR	174.58	
004889	05/11/2014	02212	NICHOLSON, LISA	325.00	
004890	05/11/2014	01014	NICKERSON, SCHELL	35.00	
004891	05/11/2014	01559	NORTH ISLAND LABORATORIE	115.50	
004892	05/11/2014	00075	O.K. TIRE STORE (PORT HA	3,248.42	
004893	05/11/2014	02071	PACIFICUS BIOLOGICAL SER	23,784.12	
004894	05/11/2014	03020	Parnham, Kendra	5,540.00	
004895	05/11/2014	02410	Platzer, Tracy	325.00	
004896	05/11/2014	00203	Port Hardy & Dist. Chamb	13,109.25	
004897	05/11/2014	00363	PORT HARDY BULLDOZING LT	2,352.00	
004898	05/11/2014	00406	PORT HARDY FIREFIGHTERS	4,253.75	
004899	05/11/2014	00264	PORT HARDY HERITAGE SOCI	11,330.00	
004900	05/11/2014	00769	Praxair Distribution	840.00	
004901	05/11/2014	00080	PUROLATOR INC.	246.95	
004902	05/11/2014	00107	RECEIVER GENERAL FOR CAN	19,726.34	
004903	05/11/2014	01523	RECEIVER GENERAL FOR CAN	599.68	
004904	05/11/2014	00187	REGIONAL DISTRICT OF MT	7,197.50	
004905	05/11/2014	01990	ROAD RANGER FREIGHT/0702	45.28	
004906	05/11/2014	00113	STRYKER ELECTRONICS LTD.	3,747.75	
004907	05/11/2014	00088	Swiftsure Petroleum Dist	54.12	
004908	05/11/2014	00150	THE SOURCE	78.40	
004909	05/11/2014	01773	UNIVAR CANADA LTD.	3,620.18	
004910	13/11/2014	00044	ACKLANDS - GRAINGER INC.	1,217.35	
004911	13/11/2014	01836	ARIES SECURITY LTD.	3,386.25	
004912	13/11/2014	00047	B.C. HYDRO	38,357.32	
004913	13/11/2014	02271	BAILEY WESTERN STAR TRUC	165.96	
004914	13/11/2014	01145	BLACK CAT REPAIRS	109.24	
004915	13/11/2014	01919	BRANDT TRACTOR LTD.	390.63	
004916	13/11/2014	02882	Catalys Lubricants Inc.	97.39	
004917	13/11/2014	00281	CHEVRON CANADA LTD.	1,695.64	
004918	13/11/2014	01433	COMOX PACIFIC EXPRESS LT	137.90	
004919	13/11/2014	02822	Corix Water Products LP	871.50	
004920	13/11/2014	00054	DAVE LANDON MOTORS LTD.	113.39	
004921	13/11/2014	01476	DOR-TEC SECURITY LTD.	115.25	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004922	13/11/2014	00098	DUNCAN ELECTRIC MOTOR LT	5,203.01	
004923	13/11/2014	00708	ENVIRONMENTAL OPERATORS	294.00	
004924	13/11/2014	00233	FINNING (CANADA)	595.93	
004925	13/11/2014	00099	FOX'S DISPOSAL SERVICES	12,907.29	
004926	13/11/2014	01860	GREYHOUND COURIER EXPRES	62.35	
004927	13/11/2014	02860	Grove-Crossman Equipment	2,970.28	
004928	13/11/2014	00052	HARDY BUILDERS' SUPPLY	382.89	
004929	13/11/2014	00063	HOME HARDWARE BUILDING C	163.56	
004930	13/11/2014	00273	JM'S MOBILE WELDING INC	25.21	
004931	13/11/2014	00065	K & K ELECTRIC LTD.	454.02	
004932	13/11/2014	00253	Keta Cable	133.20	
004933	13/11/2014	03022	Lee, Richard	165.00	
004934	13/11/2014	00069	MACANDALE'S	465.64	
004935	13/11/2014	02007	MARSHALL WELDING AND FAB	476.57	
004936	13/11/2014	00328	MERCER, SEAN	35.00	
004937	13/11/2014	00033	NAPA AUTO PARTS/PORT HAR	317.01	
004938	13/11/2014	01645	NORTH ISLAND COMMUNICATI	286.86	
004939	13/11/2014	01559	NORTH ISLAND LABORATORIE	168.00	
004940	13/11/2014	00027	NORTH ISLAND VETERINARY	125.41	
004941	13/11/2014	02749	Orach Enterprises Ltd.	3,040.70	
004942	13/11/2014	00187	REGIONAL DISTRICT OF MT	5,281.06	
004943	13/11/2014	02522	Strathcon Industries	184.28	
004944	13/11/2014	00113	STRYKER ELECTRONICS LTD.	51.47	
004945	13/11/2014	00201	Vancouver Island Regiona	32,372.00	
004946	13/11/2014	00164	Xerox Canada Ltd.	451.90	
004947	20/11/2014	00044	ACKLANDS - GRAINGER INC.	1,581.90	
004948	20/11/2014	02514	Alsco	421.89	
004949	20/11/2014	00073	BLACK PRESS GROUP LTD.	1,561.48	
004950	20/11/2014	01805	BUSY B'S DISTRIBUTING	19.40	
004951	20/11/2014	02468	Canwest Propane	2,194.23	
004952	20/11/2014	02221	CERTIFIED ENSEMBLE SERVI	684.08	
004953	20/11/2014	02730	CUPE Local 401	650.43	
004954	20/11/2014	00098	DUNCAN ELECTRIC MOTOR LT	6,280.30	
004955	20/11/2014	00887	DUPLISKATE JONAH LTD.	9,899.30	
004956	20/11/2014	00058	GUILLEVIN INTERNATIONAL	362.84	
004957	20/11/2014	00194	INT'L UNION OPERATING EN	978.42	
004958	20/11/2014	00273	JM'S MOBILE WELDING INC	467.26	
004959	20/11/2014	00065	K & K ELECTRIC LTD.	1,095.22	
004960	20/11/2014	00863	KASK GRAPHICS	958.72	
004961	20/11/2014	02712	Klatt, Ron	100.00	
004962	20/11/2014	03024	Kos, Vaso	100.00	
004963	20/11/2014	02600	Kushner, Trevor	206.42	
004964	20/11/2014	02883	Lekker Food Distributors	580.16	
004965	20/11/2014	01419	MURDY & MCALLISTER	943.27	
004966	20/11/2014	02598	Noratek Solutions Inc.	2,165.41	
004967	20/11/2014	00075	O.K. TIRE STORE (PORT HA	155.01	
004968	20/11/2014	02792	OPTA Information Intelli	8,463.00	
004969	20/11/2014	00030	OVERWAITEA FOOD GROUP	1,440.00	
004970	20/11/2014	00080	PURULATOR INC.	55.37	
004971	20/11/2014	00107	RECEIVER GENERAL FOR CAN	19,167.57	
004972	20/11/2014	01523	RECEIVER GENERAL FOR CAN	611.00	
004973	20/11/2014	00187	REGIONAL DISTRICT OF MT	2,835.00	
004974	20/11/2014	01990	ROAD RANGER FREIGHT/0702	136.70	
004975	20/11/2014	00272	ROLLINS MACHINERY LIMITE	44.81	
004976	20/11/2014	03023	Telus Communications Com	1,364.21	
004977	20/11/2014	02923	The Flag Shop - Victoria	2,471.98	
004978	26/11/2014	00044	ACKLANDS - GRAINGER INC.	537.74	
004979	26/11/2014	02468	Canwest Propane	37.82	
004980	26/11/2014	00281	CHEVRON CANADA LTD.	2,704.75	
004981	26/11/2014	01433	COMOX PACIFIC EXPRESS LT	264.34	
004982	26/11/2014	00098	DUNCAN ELECTRIC MOTOR LT	8,225.22	
004983	26/11/2014	01860	GREYHOUND COURIER EXPRES	62.21	
004984	26/11/2014	00063	HOME HARDWARE BUILDING C	360.27	
004985	26/11/2014	01324	ICOMPASS TECHNOLOGIES IN	455.70	
004986	26/11/2014	03026	Internethosting.com	157.45	
004987	26/11/2014	00065	K & K ELECTRIC LTD.	2,926.09	
004988	26/11/2014	02489	Marcotte, Rick	42.79	
004989	26/11/2014	02007	MARSHALL WELDING AND FAB	92.41	
004990	26/11/2014	00304	MONK OFFICE	352.40	
004991	26/11/2014	00033	NAPA AUTO PARTS/PORT HAR	724.24	
004992	26/11/2014	02397	Nelson Roofing & Sheet M	606.20	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
004993	26/11/2014	01559	NORTH ISLAND LABORATORIE	210.53	
004994	26/11/2014	00013	PACIFIC BLUE CROSS	8,606.79	
004995	26/11/2014	02724	Reusch, Justin	300.00	
004996	26/11/2014	00160	TELUS	4,440.14	
004997	26/11/2014	00161	TELUS MOBILITY (BC)	1,110.23	
004998	26/11/2014	01884	Tru Hardware	132.01	
004999	26/11/2014	00644	VAN KAM FREIGHTWAYS LTD.	235.92	
Total:				348,876.82	

*** End of Report ***

A handwritten signature in black ink, appearing to be "A. Metland", is written over a faint, illegible stamp or background.



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: December 4, 2014 **FILE:** 530 Council General
TO: Rick Davidge, Chief Administrative Officer
FROM: Jeff Long, Director of Corporate & Development Services
RE: **2015 REGULAR COUNCIL MEETING SCHEDULE**

PURPOSE

To present Council with a regular Council meeting schedule for 2015 for its consideration such that staff can proceed to undertake notification arrangements.

POLICY / REGULATORY CONSIDERATIONS

Section 127 of the *Community Charter* requires that Council make available to the public, a schedule of the date, time and place of its regular council meetings and that a notice of availability of this meeting schedule be advertised (newspaper and posting at Municipal Hall) in accordance with section 94. Council Procedure Bylaw No. 03-2009 echoes these requirements and stipulates that the Council establish and post the meeting schedule before December 31st and publish it in the newspaper by January 15th.

ANALYSIS

Council Procedure Bylaw No. 03-2009 requires that regular Council meetings be held on the second and fourth Tuesday of each month at 7:00pm. The schedule included in the staff recommendation reflects past decisions to reduce the summer (July and August) meetings to one per month. In addition, the September 22 meeting is proposed to be cancelled during the week in which the Union of British Columbia Municipalities Convention takes place and the December 22nd meeting is proposed to be cancelled during the week in which Christmas Day and Boxing Day occur.

STAFF RECOMMENDATION

"THAT Council approves the following regular Council meeting dates for 2015:

<i>January 13</i>	<i>January 27</i>	<i>February 10</i>	<i>February 24</i>
<i>March 10</i>	<i>March 24</i>	<i>April 14</i>	<i>April 28</i>
<i>May 12</i>	<i>May 26</i>	<i>June 9</i>	<i>June 23</i>
<i>July 14</i>	<i>August 11</i>	<i>September 8</i>	<i>October 13</i>
<i>October 27</i>	<i>November 10</i>	<i>November 24</i>	<i>December 8</i>

Respectfully submitted,

I agree with the recommendation.

Jeff Long
 Director of Corporate &
 Development Services

Rick Davidge
 Chief Administrative Officer