



DISTRICT OF PORT HARDY

AGENDA COUNCIL MEETING 7:00 PM, TUESDAY, OCTOBER 24, 2017 MUNICIPAL HALL COUNCIL CHAMBERS 7360 COLUMBIA STREET

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

Staff: Allison McCarrick, Chief Administrative Officer
Heather Nelson-Smith, Director Corporate Services
Abbas Farahbakhsh, Director Operational Services
Adrian Maas, Director of Finance
Leslie Driemel, Recording Secretary

**DISTRICT OF PORT HARDY
 AGENDA FOR THE REGULAR COUNCIL MEETING
 7:00 PM TUESDAY, OCTOBER 24, 2017 - COUNCIL CHAMBERS - MUNICIPAL HALL**

PAGE	A. CALL TO ORDER	Time:
	B. APPROVAL OF AGENDA AS PRESENTED (or amended)	
	Motion required.	1. 2.
	C. ADOPTION OF MINUTES	
1	1. Minutes of the Special Council meeting held October 10, 2017.	
	Motion required.	1. 2.
2	2. Minutes of the Committee of the Whole meeting held October 10, 2017.	
	Motion required.	1. 2.
3-6	3. Minutes of the Regular Council meeting held October 10, 2017.	
	Motion required.	1. 2.
	D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL	
	1. Dennis Flannigan and/or Don Ford, Royal Canadian Legion Port Hardy Branch 230 re:	
	E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS	
7-8	1. Council Action items. For information.	
9	2. Adrian Maas, Director of Finance (Oct.18/17) re: Home Owner Grant Online Claims.	
	Motion / direction	1. 2.
	F. CORRESPONDENCE	
10	1. Selina Robinson, Minister of Municipal Affairs and Housing (Sept.14/17) re: Notice of Approval of Asset Management Plan – Waterworks Planning Grant. For information.	
11-13	2. Sponsored by Councillor Pat Corbett-Labatt Charles W. Wordsworth, Volunteer ISACA BCAWARE Committee (Oct.8/17) re: Request to proclaim January 29 – February 8, 2018 as BC Aware Days.	
	Motion / direction	1. 2.
14	3. Danyta Welch, Policy & Programs Officer, UBCM (Oct.10/17) re: Completion of (2017/18 Spring) Community to Community Forum. For information.	
	G. NEW BUSINESS	
	No New Business in agenda package.	
	H. COUNCIL REPORTS	
	1. Verbal Reports from Council members.	
	I. COMMITTEE REPORTS	
15-17	1. Draft minutes of the First Nations Relations Committee meeting held October 10, 2017. For information.	

**DISTRICT OF PORT HARDY
AGENDA FOR THE REGULAR COUNCIL MEETING
7:00 PM TUESDAY, OCTOBER 24, 2017 - COUNCIL CHAMBERS - MUNICIPAL HALL**

- 18-22** 2. Draft minutes of the Operational Services Committee meeting held October 12, 2017. For information.
Recommendation to Council:
THAT that Council refer discussion of a new recreation marquee to 2018 budget discussions.

Motion / direction 1. 2.

- 23-27** 3. Draft minutes of the Tourism Advisory Committee meetings held October 5, 2017 and October 16, 2017. For information.

J. STAFF REPORTS

- 28-30** 1. Accounts Payable September 2017. For information.

- 31-50** 2. Allison McCarrick, CAO (Oct.10/17) re: Proposed Mount Waddington Regional Fire

Motion / direction 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

- 51-52** 1. Bylaw 1070-2017 A Bylaw to Exempt Certain Properties from Taxation for the Years 2018 and 2019. For Adoption.

Motion required. 1. 2.

- 53-54** 2. Bylaw 1071-2016 Revenue Anticipation Borrowing Bylaw. For First, Second and Third Reading.

Motion required. 1. 2.

L. PENDING BYLAWS

Smoking Regulation Bylaw 1068-2017

M. INFORMATION AND ANNOUNCEMENTS

October 26 Committee: OH&S 8:30 am, Council Chambers
October 30 Committee: Emergency Planning, Noon Council Chambers
Committee: Tourism Advisory, 2:00 pm Council Chambers
November 1 Committee: Cannabis Advisory, 4:00 pm Council Chambers
November 6-7 Interim Audit: Auditors in Council Chambers
November 9 Council: Meeting with Telus Reps. Open meeting 10:00 am, Council Chambers
November 11 Remembrance Day
November 13 Remembrance Day *Municipal Hall closed* Statutory Holiday in lieu of
November 11
November 14 Committee: First Nations Relations, 3:00 pm Council Chambers
Council: Regular Council Meeting, 7:00 pm Council Chambers

N. NOTICE OF IN CAMERA MEETING

No In Camera meeting scheduled at this time.

- O. ADJOURNMENT** Motion required 1. 2.
Time:



**MINUTES OF THE DISTRICT OF PORT HARDY
SPECIAL COUNCIL MEETING
TUESDAY OCTOBER 10, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services and Adrian Maas, Director of Financial Services

REGRETS: Mayor Hank Bood, Councillor Leighton Wishart, Abbas Farahbakhsh, Director of Operational Services

MEDIA: None **MEMBERS OF THE PUBLIC:** None

A. CALL TO ORDER

Deputy Mayor Robertson called the meeting to order at 6:00 pm

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried

THAT the agenda for the Special Meeting of Council October 10, 2017 be accepted as presented.

C. MOTION TO CLOSE MEETING TO THE PUBLIC (IN CAMERA)

Motion required as per section 92 of the *Community Charter* that the meeting be closed to the public for the purposes of discussing:

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;

Moved/Seconded/Carried

THAT in accordance with section 92 of the *Community Charter*, that the meeting be closed to the public as per *Community Charter* section 90(1):

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*;

D. ADJOURNMENT

Moved

THAT the Special Meeting of Council adjourn. Time: 6:32 pm

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR

SC2017-048
AGENDA
ACCEPTED AS
PRESENTED

SC2017-049
CLOSE
MEETING TO
PUBLIC
COMMUNITY
CHARTER
SEC90(1) (b) (e)
(j)

SC2017-050
ADJOURNMENT



**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
TUESDAY OCTOBER 10, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services; Adrian Maas, Director of Finance

MEDIA: None **MEMBERS OF THE PUBLIC:** 0

A. CALL TO ORDER

Deputy Mayor Fred Robertson called the meeting to order at 6:33 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Committee of the Whole meeting of October 10, 2017 be accepted as presented.

C. DELEGATION

1. Brent Borg, Fire Chief, Port Hardy Fire Rescue, Quarterly Report to Council.
Quarterly Reporting: January to September 30, 2017.
Incident Summary: July 1 – September 30, 2017

Discussion included:

- Fire bans and the Coastal Fire Centre regulations.
- Answer the call recruitment drive.
- Highlights of the last 3 quarters .
- Challenges in the fire department and the work required.
- Training.
- Use of the new ladder truck.
- Storey's Beach Hall open house October 14, 2017.
- Call volume.

D. NEW BUSINESS

No new business

E. ADJOURNMENT

MOVED

THAT the Committee of the Whole adjourn. Time: 7:00 pm

CORRECT

APPROVED

DIRECTOR
OF CORPORATE SERVICES

DEPUTY MAYOR

COW 2017-018
APPROVAL OF
AGENDA AS
PRESENTED

COW 2017-019
ADJOURNMENT



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
OCTOBER 10, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

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

ALSO PRESENT: Allison McCarrick, Chief Administrative Officer; Heather Nelson-Smith, Director of Corporate Services; Adrian Maas, Director of Financial Services; Bob Schantz, Municipal Inspector; Leslie Driemel, Recording Secretary

REGRETS: Mayor Hank Bood, Councillor Leightan Wishart and Abbas Farahbakhsh, Director of Operational Services

MEDIA: N. I. Gazette **MEMBERS OF THE PUBLIC:** 1

A. CALL TO ORDER

Deputy Mayor Fred Robertson called the meeting to order at 7:01 pm.

B. APPROVAL OF AGENDA

2017-147
AGENDA OCT 10/17
ACCEPTED AS
AMENDED

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of October 10, 2017 be accepted as presented.

C. ADOPTION OF MINUTES

1. Minutes of the Special Council meeting held September 12, 2017.

2017-148
SPECIAL COUNCIL
MEETING MINUTES
SEPT 12/17
ACCEPTED

Moved/Seconded/Carried

THAT the minutes of the Special Council meeting held September 12, 2017 be accepted as presented.

2. Minutes of the Committee of the Whole meeting held September 12, 2017.

2017-149
COMM OF WHOLE
MEETING MINUTES
SEPT 12/17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Committee of the Whole meeting held September 12, 2017 be accepted as presented.

3. Minutes of the Regular Council meeting held September 12, 2017.

2017-150
REGULAR COUNCIL
MEETING MINUTES
SEPT 12/17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Regular Council meeting held September 12, 2017 be accepted as presented.

4. Minutes of the Special Council meeting held September 19, 2017.

2017-151
SPECIAL COUNCIL
MEETING MINUTES
SEPT 19/17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Special Council meeting held September 19, 2017 be accepted as presented.

5. Minutes of the Public Hearing held September 19, 2017.

2017-152
PUBLIC HEARING
MINUTES SEPT
19/17 ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Public Hearing held September 19, 2017 be accepted as presented.

D. DELEGATIONS

1. Wolfgang Luebke re: Interest Charge on Home Owner Grant.

Mr. Luebke reviewed with Council his experience with the online payment of his property taxes and Home Owner Grant application. He thought he had done it correctly until he was advised of outstanding taxes on his property tax account. The online bank payment had gone through but no Home Owner Grant was claimed. Mr. Luebke thought payment of the property taxes included the Home Owner Grant application. Mr. Luebke commented that he felt the 10% penalty was excessive.

Adrian Maas, Director of Finance advised that the Home Owner Grant is a Provincial Government program and the deadlines and penalties are set by them. The Home Owner Grant online application is done through the District website through an online program developed by Temple Consulting Group. Staff, when first contacted by Mr. Luebke, did a review of the online Home Owner Grant applications and there was no data entry in the system for his property tax account.

REVIEW HOG
ONLINE
APPLICATION
PROCESS

Council requested staff review the District's Home Owner Grant online application process with Temple Consulting Group to make it a clearer and more user friendly process.

E. ACTION ITEMS

ACTION ITEMS

1. Council action items were received for information.

F. CORRESPONDENCE

1. Tara Faganello, Assistant Deputy Ministry, Ministry of Municipal Affairs and Housing and Gary MacLissac, Executive Director, UBCM (Sept 1/17) re: Congratulations on efforts to reduce GHG emissions in the 2016 reporting year was received for information.
2. Pauline Bernard, Director Geo 1 and Jeff Beselt, Executive Medical Director Geo 1 Island Health (Sept 7/17) re: Request for support for Campbell River's Home Away from Home project.

2017-153
LETTER OF
SUPPORT FOR
HOME AWAY FROM
HOME

MOVED/SECONDED/CARRIED

THAT the District of Port Hardy write a letter of support for Campbell River's Home Away from Home project.

3. Frankie Nelson, Community Wellness Worker, Quatsino First Nation (Sept 11/17) re: Request for donations for youth workshops, concert and dance in November 2017.

2017-154
R&F REQUEST FOR
DONATION
F. NELSON
QUATSINO FN

MOVED/SECONDED/CARRIED

THAT the letter from Frankie Nelson, Community Wellness Worker, Quatsino First Nation re: Request for donations for youth workshops, concert and dance in November 2017 be received and filed.

2017-155
ADVISE F. NELSON
QUATSINO FN &
ADVISE NO
AVAILABLE FUNDS
IN 2017 BUDGET

MOVED/SECONDED/CARRIED

THAT the District of Port Hardy write a letter and advise that while the District of Port Hardy Council supports this worthwhile project there are no available funds to help with financial support in the 2017 budget.

4. Rotary Clubs of Port Hardy & Port McNeill (Sept 19/17) re: Request for donation to 31st Annual Rotary Radio Auction.

2017-156
DONATION TO 2017
ROTARY AUCTION

MOVED/SECONDED/CARRIED

THAT Council approve the request from the Rotary Clubs of Port Hardy and Port McNeill for a donation to the 31st Annual Rotary Radio Auction and shall be consistent with 2016 donation, namely two annual resident launch and parking passes, one recreation adult punch card, one recreation child punch card and one hour adult ice rental.

Councillor Tidbury commented that this is an annual request from the Rotary Clubs of Port Hardy and Port McNeill for a donation to the Annual Rotary Radio Auction and requested it be included in annual budget deliberations.

5. Email from Chris Parker, Coordinator, Mount Waddington Health Network (Oct. 5/17) re: Request for letter of support for Sacred Wolf Friendship Centre's Housing First grant application.

2017-157
SACRED WOLF
LETTER OF
SUPPORT

MOVED/SECONDED/CARRIED

THAT the District of Port Hardy write a letter of support for Sacred Wolf Friendship Centre's Housing First grant application to Prince George Nechako Aboriginal Employment & Training Association.

G. NEW BUSINESS

No New Business.

H. COUNCIL REPORTS

Deputy Mayor Robertson, Councillors Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, and John Tidbury reported on their recent meetings and other activities they attended and/or undertook on behalf of the District.

I. COMMITTEE REPORTS

1. Draft minutes of the Emergency Planning Committee meeting held August 28, 2017 were received for information.
2. Draft minutes of the Operational Services Committee meeting held September 19, 2017 were received for information.
Recommendation to Council:
THAT Council direct staff to prepare a new bylaw to provide regulations for the control of burning and smoke within the District of Port Hardy that includes;
 - Category A fires: A one week-long (7 day) permit with the permit holder responsible for reviewing the venting index.
 - Category B fires: One week-long (7 day) permit with the permit holder responsible for reviewing the venting index.
 - Maintaining the regulation that Category B Open Fires be a maximum duration of three (3) consecutive days and that there must be a minimum of fifteen (15) days between each Category B Open Fire.
 - Maintaining the burning period from October 1 to April 30th.

2017-158
PREPARE NEW
BURNING/SMOKE
BYLAW

Moved/Seconded/Carried

THAT Council direct staff to prepare a new bylaw to provide regulations for the control of burning and smoke within the District of Port Hardy that includes;

- Category A fires: A one week-long (7 day) permit with the permit holder responsible for reviewing the venting index.
- Category B fires: One week-long (7 day) permit with the permit holder responsible for reviewing the venting index.
- Maintaining the regulation that Category B Open Fires be a maximum duration of three (3) consecutive days and that there must be a minimum of fifteen (15) days between each Category B Open Fire.
- Maintaining the burning period from October 1 to April 30th.

3. Draft minutes of the Parks and Recreation Review Committee meeting held September 20, 2017 were received for information.
4. Draft minutes of the Cannabis Advisory Planning Committee meeting held September 20, 2017 were received for information.

J. STAFF REPORTS

1. Bob Schantz, Municipal Inspector (Aug.30/17) re: Note Against Title, 9085 Copper Drive.

Bob Schantz, Municipal Inspector reviewed correspondence and recent contacts with the property owners of 9085 Copper Drive regarding the deck built in contravention of District of Port Hardy bylaws.

Moved/Seconded/Carried

THAT the District of Port Hardy put a note against land title, pursuant to *Community Charter* S.57, on Lot 48, Section 36, Township 9, Rupert District, Plan 24505, a property known as 9085 Copper Drive for the construction of a deck on the northwest side of the building; that was, constructed in contravention of the District of Port Hardy Building Bylaw 10-2005 Section 6 and District of Port Hardy Zoning Bylaw 1010-20-13 Section 3.4 and District of Port Hardy Zoning Bylaw 1010-2013 Section 3.5.

2017-159
NOTE ON TITLE
LOT 48, SEC 36,
TWP 9, RUPERT
DISTRICT, PLAN
24505, (9085
COPPER DRIVE)

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1069-2017 A Bylaw to Amend Zoning Bylaw No. 1010-2013 Rezone Lot A, Plan VIP59871 6715 Bear Cove Highway. For Adoption

Moved/Seconded/Carried

THAT Bylaw 1069-2017 A Bylaw to Amend Zoning Bylaw No. 1010-2013 Rezone Lot A, Plan VIP59871 6715 Bear Cove Highway be adopted.

2017-160
BYL 1069-2017
REZONE LOT A
PLAN VIP59871
ADOPE

2. Bylaw 1070-2017 A Bylaw to Exempt Certain Properties from Taxation for the Years 2018 and 2019. For First, Second and Third Reading.

Moved/Seconded/Carried

Bylaw 1070-2017 A Bylaw to Exempt Certain Properties from Taxation for the Years 2018 and 2019 receive First, Second and Third Reading.

2017-161
BYL 1070-2017 TAX
EXEMPTION TRI-
PORT 1st, 2nd and 3rd
READING

L. PENDING BYLAWS

Smoking Regulation Bylaw 1068-2017

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.

O. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:49pm

CORRECT

APPROVED

2017-162
ADJOURNMENT

DIRECTOR OF
CORPORATE SERVICES

DEPUTY MAYOR

ITEM	ACTION REGULAR MEETING OCTOBER 10, 2017	WHO	STATUS /COMMENTS
W. Luebke – HOG online application process	Staff to review the District's Home Owner Grant online application process with Temple Consulting Group to make it a clearer and more user friendly process.	AM	Agenda item
Island Health re: Request for support for Campbell River's Home Away from Home project.	Approved: Letter of support	AMc	Done
F Nelson, Community Wellness Worker, Quatsino First Nation re: Request for donations for youth workshops, concert and dance in November 2017.	Advise that, while the District of Port Hardy Council supports this project there are no available funds to help with financial support in the 2017 budget.	AMc	Done
Rotary Clubs of Port Hardy & Port McNeill re: Request for donation to 31st Annual Rotary Radio Auction.	Approved: same items that were donated in 2016, namely two annual resident launch and parking passes, one recreation adult punch card, one recreation child punch card and one hour adult ice rental. -advise of donations, collect donations C/Tidbury requested donation be included in annual budget deliberations.	HN-S AM	Done Done
MW Health Network re: Request for letter of support for Sacred Wolf Friendship Centre's Housing First grant application to Prince George Nechako Aboriginal Employment & Training Association.	Approved: Letter of support	AMc	Done
Operational Services Committee meeting Sept. 19/17 Recommendation to Council: THAT Council direct staff to prepare a new bylaw to provide regulations for the control of burning and smoke within the District of Port Hardy that includes; • Category A fires: A one week-long (7 day) permit with the permit holder responsible for reviewing the venting index. •Category B fires: One week-long (7 day) permit with the permit holder responsible for reviewing the venting index. • Maintaining the regulation that Category B Open Fires be a maximum duration of three (3) consecutive days and that there must be a minimum of fifteen (15) days between each Category B Open Fire. • Maintaining the burning period from October 1 to April 30th	Recommendation approved as presented. -prepare new bylaw	HN-S	In progress
ITEM	ACTION REGULAR MEETING SEPTEMBER 12, 2017	WHO	STATUS /COMMENTS
Bob Schantz, Municipal Inspector re: Note Against Title, 9085 Copper Drive	Approved as recommended: -to put a note against land title on Lot 48, Sec 36, Twp 9, Rupert District, Plan 24505,	HN-S	In progress
Purchase of New Single Axle Hook Lift Truck.	Approved. Proceed as directed -Proceed with purchase -Proceed with financing	AF AM	Done Done
Repair/Replacement of Unit 20 –2009 Ford F550.	Approved: proceed with purchase & financing	AF AM	Done Done

Development Variance Permit DVP 02-2017 - 6185 Hunt St	Approved -Advise applicant	HN-S	Done
ITEM	ACTION REGULAR MEETING AUGUST 8, 2017	WHO	STATUS /COMMENTS
Canada Day 2018	Staff to request public support for planning Canada Day activities		Expression of Interest advertising Jan 2018
Curling Club and Dog Pound Roof Replacements	Approved as presented. -Proceed with awards. -Amend 2017-2021 Financial Plan	AF AM	Curling Club Done Dog Pound in progress
Smoking Regulation Bylaw 1068-2017.	Advertise 3 rd Reading and Adoption	HNS	Future agenda for 3rd reading
ITEM	ACTION REGULAR MEETING JUNE 27, 2017	WHO	STATUS /COMMENTS
K. McGhee Port Hardy Rangers re: Request for District support for October training exercise – helicopter landing in Tsulquate Park	Approved as requested Advise Mr. McGhee and get copy of insurance for event.	HN-S	Done:Event held Done



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: October 18, 2017
TO: Mayor and Councillors
FROM: Adrian Maas, Director of Finance
RE: Home Owner Grant Online Claims

PURPOSE

To inform Council of actions taken.

ANALYSIS

Mr Luebke attended at Council as a delegation on October 10th regarding the late payment penalty on an unclaimed Home Owners Grant. Council directed that staff review the District Home Owner Grant online application process with Temple Consulting Group to make it a clearer and more friendly process.

To that end staff contacted Temple Consulting both by email and by phone in the days following. The conversation centered on how the process could be improved and Temple has agreed that they will strive to make the process as friendly as possible taking into account a wide variety of computer literacy in the public. They propose highlighting any negative results with messaging in red letters to capture the taxpayers attention. They also agree that a zero reference which in the past indicated a failure to process the grant will also result in a better error message that will be more obvious that follow up is required. They assure us they will have error messages when fields are filled with too many characters. Lastly their final assurance was that they would make the process as friendly as possible. We will also review annual mailing inserts to try and highlight that there are two requirements one for payment and one for claiming of the grant.

FINANCIAL IMPLICATIONS

There are no financial implications.

STAFF RECOMMENDATION

"THAT Council receive the Director of Finance report regarding Home Owner Grant Online Claims."

Respectfully submitted,

I agree with the recommendation.

Signed

Adrian Maas
Director of Finance

Signed

Allison McCarrick
Chief Administrative Officer



Ref: 206854

September 14, 2017

His Worship Mayor Hank Bood
and Members of Council
District of Port Hardy
PO Box 68
Port Hardy, BC V0N 2P0

Dear Mayor Bood and Councillors:

On behalf of the Province of British Columbia, I am pleased to advise you that your application under the *Local Government Grants Act* for an infrastructure planning grant has been approved for the following project:

Grant Description	Amount
Asset Management Plan - Waterworks	\$ 8,500

Details of the terms and conditions attached to this grant will be dealt with in an agreement that will be forwarded to you by Ministry of Municipal Affairs and Housing staff as soon as possible. This agreement must be signed and returned to the Ministry, indicating your acceptance of the terms and conditions.

The Province welcomes the opportunity to support planning in the District of Port Hardy. We believe that early and ongoing planning is the best way to ensure that the environmental, social, and economic needs of your community will continue to be met in the years ahead.

Through your planning efforts, the Province encourages you to find ways to use new technology to promote environmental excellence and sustainable service delivery.

Congratulations on your successful application and my best wishes with your infrastructure study.

Sincerely,

Selina Robinson
Minister

Leslie Driemel

From: ISACA BC-AWARE Campaign [charlesw@netsafe.ca@mail186.atl61.mcsv.net] on behalf of ISACA BC-AWARE Campaign [charlesw@netsafe.ca]
Sent: October-08-17 11:07 AM
To: =?utf-8?Q??=
Subject: Attention Mayor & Council - Proclamation request - ISACA BC-AWARE Days 2018

Good Day

ISACA Vancouver and its affiliates are once again taking a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS CAMPAIGN 2018 ("BC AWARE DAYS") is a professional development campaign designed to engage information technology and cyber-security professionals as well as students who are interested in entering into these fields.

Once again, we are uniting Industry, Government and Higher Education to raise public awareness and foster the growth and development of the security and privacy professions.

ISACA is therefore requesting the assistance of municipal governments in officially proclaiming January 29 to February 9, 2018 as BC AWARE DAYS.

Last year a number of Municipalities made Proclamations including:

City of Burnaby
City of Kamloops
City of Nanaimo
City of North Vancouver
City of Parksville
City of Port Alberni
City of Richmond
City of Surrey
City of Vancouver
City of Victoria
District of Central Saanich
District of Highlands
District of Saanich
Resort Municipality of Whistler
Town of Ladysmith

ISACA Vancouver's intent is to take a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS is a "call to arms" to draw focus to, and inform citizens throughout the Province of the inherent risks associated with cyberspace, and to provide simple, practical advice on how to minimize their exposure to these risks.

A Calendar of Events will be hosted by various IT security, privacy and risk

assurance organizations from January 29 to February 9, 2018
at <http://www.bcaware.ca/>

Privacy and security professionals will be invited to leverage the BC AWARE Campaign to inform executives while strengthening their own employee awareness programs.

[This link](#) provides suitable wording for the proclamation. Please feel free to make any changes you feel are necessary. Please contact me if you have any questions and/or to arrange collection of the proclamation.

Many thanks for your consideration.

Sincerely

Charles W. Wordsworth
Volunteer, ISACA BCAWARE Committee
(604) 535 7213

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Wordsworth & Associates 2500 152 street Surrey, British Columbia V4P 1M8 Canada





District of Port Hardy

7360 Columbia Street • PO Box 68
Port Hardy BC V0N 2P0 Canada
Telephone: (250) 949-6665 • Fax (250) 949-7433
Email: general@porthardy.ca • www.porthardy.ca



DRAFT

PROCLAMATION JANUARY 29TH- FEBRUARY 9TH 2018 “BC AWARE DAYS 2018: Be Secure, Be Aware,”

- WHEREAS Cybercrime threatens the privacy and security of all citizens and organizations in British Columbia;
- AND WHEREAS Cybercriminal activity amounts to a tremendous erosion of economic wealth;
- AND WHEREAS Privacy and security issues result from the massive amounts of personally identifiable information processed each day;
- AND WHEREAS Awareness of the risks to society must be highlighted to engage citizens and organizations and to galvanize privacy and security professionals around this cause;
- AND WHEREAS ISACA Vancouver, a member of ISACA, the leading international association of information security governance professionals, wishes to instill privacy and security awareness amongst all citizens and organizations in British Columbia;
- AND WHEREAS The District of Port Hardy supports the promotion of privacy and security awareness amongst its citizens and organizations, so they can protect themselves from privacy infringements, fraud and other financial crimes;

NOW, THEREFORE, I, HANK BOOD, MAYOR DO HEREBY
PROCLAIM January 29th- February 9th 2018

DRAFT

“BC AWARE 2018. Be secure, Be aware, days. ”

Hank Bood, Mayor



**FIRST
NATIONS
SUMMIT**

**Regional
Community to
Community Forum**

Administration provided
by UBCM and First
Nations Summit

Funding provided by the
Ministry of Community,
Sport & Cultural
Development

Please direct all
correspondence to:

Local Government
House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947



October 10, 2017

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

**RE: Completion of 2017/18 (Spring) Community to Community
Forum**

Dear Mayor and Council,

Thank you for submitting the final report and financial summary for the District of Port Hardy's Community to Community Forum events held on June 21 and July 5, 2017.

It is clear the events achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the Kwakiutl First Nation, Gwa'sala-'Nakwaxda'xw Nations and Quatsino First Nation.

The final report notes a total eligible expenditure of \$9,707.90. Based on this, a cheque in the amount of \$2,353.95 will be issued shortly under separate cover. This cheque represents final payment of the grant and is based on 50% of the eligible expenditures minus the initial payment of \$2,500.00 made in August 2017.

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the District of Port Hardy on the success of your event and hope that you will consider applying under this program again in the future.

Sincerely,

Danyta Welch
Policy & Programs Officer

cc: *Heather Nelson-Smith, Director of Corporate & Development
Services, District of Port Hardy*



**MINUTES OF THE
DISTRICT OF PORT HARDY
FIRST NATIONS RELATIONS COMMITTEE MEETING
3:00PM TUESDAY, OCTOBER 10, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL, 7360 COLUMBIA STREET**

Committee

Members: Councillors Pat Corbett-Labatt (Chair), and Rick Marcotte

Also Present: Lucille Brotchie, Band Manager Kwakiutl First Nation, Jeff Munroe, Band Manager Quatsino First Nation (by telephone)

Staff: Allison McCarrick, CAO; Leslie Driemel, Recording Secretary

Regrets: Councillor Leightan Wishart

A. CALL TO ORDER

Councillor Pat Corbett-Labatt called the meeting to order at 3:10 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

DRAFT

Moved/Seconded/Carried

THAT the agenda for the First Nations Relations Committee meeting of October 10, 2017 be accepted.

C. ADOPTION OF MINUTES

1. Minutes of the First Nations Relations Committee meeting held August 8, 2017.

Moved/Seconded/Carried

THAT the minutes of the First Nations Relations Committee meeting held August 8, 2017 be accepted as presented.

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Review and Update of Action Items.

1. Recognition of First Nations Athletes at August Indigenous Games.

Pat Corbett-Labatt reviewed the information regarding the list of athletes attending the Indigenous Games held in the summer and requested they be posted to the District website. Jeff Munroe commented that the Quatsino First Nation held a dinner the Quatsino First Nation athletes.

2. Signage

DRAFT

Lucille Brotchie advised there has not yet been a discussion at the Kwakiutl Council regarding protocols for signage. Mr. Munroe advised the Quatsino First Nation is interested in putting up signage to mark traditional territory boundaries and that advisement of any Kwakiutl First Nation protocols regarding signage would be helpful.

FNRC
2017-023
AGENDA OCT
10/17 ACCEPTED

FNRC
2017-024
MINUTES OF AUG
8/17 ACCEPTED

ACTION ITEM
REVIEW

POST NAMES OF
FN ATHLETES ON
WEBSITE

3. MTSA

Allison McCarrick advised she will be meeting with Jeneen Hunt, Band Manager at the Kwakiutl First Nation shortly to start discussion on MTSA.

F. CORRESPONDENCE

1. Email from Elizabeth Brennan, LGMA re: First Nations - Local Government Land Use Planning Workshop Campbell River, November 29-30.

Pat Corbett-Labatt reviewed the information regarding the First Nations - Local Government Land Use Planning Workshop. Discussion included:

- Importance of planning and discussion of land use between communities
- Consideration of Douglas Treaty boundaries in land use planning

G. NEW BUSINESS

DRAFT

1. UBCM Community to Community Forum: Intake and applying for another event. Deadline for fall 2017/2018 application is October 20.

Committee discussion included:

- Application specification that events must occur between November 1 2017 and March 31 2018.
- An event to be held sometime January to April 2018.
- Possible venues: Quatse Hatchery, Cluxewe Resort, Kwa'ililas Hotel
- Social event or more formal meeting.
- Best days to hold event.
- District applying for one event and a local First Nation applying for another event.

APPLY FOR C2C
FORUM

The Committee agreed that the District of Port Hardy will apply for a UBCM Community to Community Forum before the October 20 intake date for an event in February 2018. Allison McCarrick will send out a request for letters of support from local First Nations that will be needed for the application.

2. Canada C3 Coast to Coast to Coast re: Visit on Oct 15th in the afternoon.

The centrepiece of Canada C3 is an epic 150-day sailing journey from Toronto to Victoria via the Northwest Passage. For this journey, Canada C3 has connected Canadians from coast to coast to coast to inspire a deeper understanding of our land, our peoples, and the past, present and future of our country. The themes for Canada C3 are: Reconciliation, Environment, Youth Engagement, and Diversity & Inclusion.

Pat Corbett-Labatt reviewed the plans of the Canada C3 Coast to Coast to Coast visit to Port Hardy. The Committee was advised local First Nations are invited to participate but there is no budget for this event. Lucille Brotchie commented she will talk to Jeneen Hunt about the event. Planning is ongoing and more details will be sent out as they are available.

DRAFT

3. UBCM Debrief re: Housing and Homelessness - Wellness First Committee Plans.

Pat Corbett-Labatt advised that at the recent UBCM conference the District representatives advocated strongly for help with housing and homelessness issues that affect local and First Nation populations.

Pat Corbett-Labatt had discussion with the Executive Assistant to the Provincial Minister of Indigenous Relations and Reconciliation and advised that the District of Port Hardy First Nations Relations Committee has worked hard to advance relationship building with our local First Nations.

DRAFT FNR
COMMITTEE
MEDIA RELEASE

It was suggested that the District do a press release regarding the work the Committee has done so far such as:

- Review of Truth and Reconciliation Report and its recommendations as they apply to municipal government
- Participation in community to community forums
- District participation in workshops on cultural sensitivity

DRAFT

The Committee requested staff draft a media release for the next meeting that can be posted on social media, District website and distributed to local newspapers, radio and other municipal and First Nation governments.

4. Municipal Type Service Agreements (MTSA / MOU agreements)

Allison McCarrick advised this is still ongoing.

H. COMMITTEE MEMBER REPORTS

Lucille Brotchie requested an update on the District's proposal of a campsite at Storey's beach, as reported in the local paper and inquired if local the Kwakiutl First Nations will be consulted. Allison McCarrick advised this was a general idea brought forward at a Parks & Recreation Review Committee meeting and is in the most preliminary stage of discussion. Lucille Brotchie commented that a joint venture could be a possibility.

A general discussion was held on current District of Port Hardy committees including Emergency Planning and Parks & Recreation Review.

Jeff Munroe advised that the new Quatsino Band office will be opening shortly.

I. NEXT MEETING DATE: November 14 2017 3:00 pm

Upcoming Meeting Dates: December 12.

DRAFT

J. ADJOURNMENT

FNRC
2017-025
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:00 pm



**MINUTES OF THE DISTRICT OF PORT HARDY
OPERATIONAL SERVICES COMMITTEE MEETING
HELD THURSDAY OCTOBER 12, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

Committee

Members: Councillors Dennis Dugas, John Tidbury (Chair) and Rick Marcotte

Staff: Allison McCarrick, CAO; Abbas Farahbakhsh, Director Operational Services; Sean Mercer, Manager of Operations & Community Services; Leslie Driemel, Recording Secretary

A. CALL TO ORDER

Councillor Tidbury called the meeting to order at 3:00pm. **DRAFT**

B. APPROVAL OF AGENDA

Councillor Tidbury advised of two additions to the agenda:
New Business: 1. Request for Garbage Container
2. Recreation sign / marquee

Moved/Seconded/Carried

THAT the agenda for the Operational Services Committee meeting of October 12, 2017 be accepted as amended.

C. MINUTES

1. Minutes of the Operational Services Committee meeting held September 19, 2017.

Moved/Seconded/Carried

THAT the minutes of the Operational Services Committee meeting held September 19, 2017 be accepted.

D. DELEGATIONS

DRAFT

No delegations

E. BUSINESS ARISING / UNFINISHED BUSINESS

1. Review and Update of Action Items

a. Lost at Sea Monument

Abbas Farahbakhsh updated the Committee on the project. A new anchor has been found and it is in much better shape than the previous one. Approximate size is 11 ft x 8 ft. Keltic Seafoods is happy to donate it and will try to provide a history for it. Committee discussion included:

OP SCVS
2017-032
AGENDA OCT
12/17 AS
AMENDED

OP SCVS
2017-033
MINUTES SEPT
19/17
ACCEPTED

ACTION ITEMS

COMMITTEE TO
LOOK AT
ANCHOR
LOCTIONS &
BEAR COVE
TOUR

- Minimal refurbishment needed for the anchor.
- Committee to visit possible locations at Carrot Park.
- Site preparation and installation to be shallow.
- Commemorative plaque location to be determined at a later date.

Abbas Farahbakhsh will arrange a field trip for the Committee to Carrot Park that will also include a trip to Bear Cove, as previously discussed.

DRAFT

b. Seawall Lights

Sean Mercer advised that K&K Electric will be providing a quote this week.

c. Windmill

Abbas Farahbakhsh advised that Rick Milligan has been contacted

d. Litter Container Lids - Market Street

Allison McCarrick advised one dome lid has been ordered (\$213) to see if it will work on the existing garbage cans. If so, more will be ordered in 2017 budget. If not, 1-2 bear proof bins will be ordered from 2017 budget. Bear proof bin costs approximately \$1,900 each for a basic bin with no accessories.

3. Boulevard Gardens/Landscaping

Sean Mercer advised that local property owners have had letters sent to them regarding responsibility for boulevard maintenance.

3. Capital Items List / Operations List.

Abbas Farahbakhsh advised that tenders have been posted for the reservoir and watermain projects.

DRAFT

4. New truck

Abbas Farahbakhsh advised the new vehicle should be delivered shortly.

5. Kains Lake Dam

Abbas Farahbakhsh advised that valves are in place. Other Kains Lake Dam work is on hold until a contractor willing to use biodegradable / synthetic oil product is found. No local contractors seem to be willing to change out their oil systems. It is estimated that one full day of work would be required.

F. CORRESPONDENCE

No correspondence.

G. NEW BUSINESS

1. Request for garbage can on private property.

Allison McCarrick advised a request has come in to put a District garbage can on

private property, either at the Douglas Street entrance or top of the trail that leads up to the old North Island Mall. Committee discussion included:

- Placing garbage bins on private property – do for one, do for all.
- Limited parking access for Operational Services crew to remove garbage from bins at the Douglas Street trail entrance.
- Large in ground garbage containers; cost benefits, possible odour concerns, possible locations, more operational efficiency.

Operational Services will place garbage bin on District property at the Douglas Street entrance to the trail for a trial period.

DRAFT

2. Recreation Sign / Marquee

The Committee discussed the need for a new Recreation marquee sign and whether it can wait until a new multiplex is built. Committee discussion included:

- Scrolling messaging vs static messaging.
- Bylaw requirements.
- Commercial sponsorship for sign.
- LED lighting more energy efficient.
- More operationally efficient.
- Investigation of models and costs needed.

Moved/Seconded/Carried

THAT the Operational Services Committee recommend that Council refer discussion of a new recreation marquee to 2018 budget discussions.

H. STAFF REPORTS

1. S. Mercer, Manager of Operations (Sept.21/17) re: Civic Center lighting upgrade to LED was received for information

Committee discussion included:

- Contract award to Tex Electric
- Electrical Operating Permit for Civic Center: is under K&K jurisdiction - it was agreed Tex Electric will apply for the permit.
- Concern regarding extra costs if any inadequate wiring is found at the site - agreed the building is relatively new and there should be no wiring issues found.

2. Water Operations reports for August and September 2017 were received for information.

I. COMMITTEE MEMBER REPORTS

DRAFT

No reports.

J. NOTICE OF MEETING: Next scheduled meeting: November 20, 2017.

Upcoming meeting dates: December 18.

K. ADJOURNMENT

OP SCVS
2017-034
RECOMMEND-
ATION TO
COUNCIL RE:
RECREATION
SIGN

OP SCVS
2017-035
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 3:53 pm

Operational Services Committee - October 2017	% of completion	Budget	DPH share if grant approved
<i>General</i>			
Fire Truck	100%	1,100,000	
Parking Lot Hall 2		15,000	
Hall 1 Storage (2016)	100%	2,000	
Paving program incl. crack sealing	100%	145,000	
Sidewalk extensions	100%	35,000	
Seagate Pier - Rural Dividend Fund	75%	125,000	12,500
Seagate Pier - Structural	10%	88,000	
Lost at sea monument	50%	10,000	
Bear Cove Anchor system	100%	8,620	
Fisherman's Launch Facility	100%	35,000	
Catch Basins	50%	7,500	
Little Tsulquate Culvert	0%	30,000	
Museum (2016)	100%	10,000	
Pw Yard (2016)	25%	25,000	
<i>Water</i>			
Fort Rupert Reservoir and Distribution Station		5,000,000	850,000
- Engineering, Detail Design	90%	130,000	22,100
- Engineering, Construction Services		125,000	21,250
- Construction		4,745,000	806,650
Distribution System Design work, priority list from water model	0%	60,000	
WTP Treated Water Flow Meter Replacement	100%	6,000	
Holmgren Flats PRV	25%	60,000	
WTP Security Upgrade	100%	10,000	
WTP Fire protection	45%	6,000	
Kains Lake Dam	35%	30,000	
WTP Interior Lighting Upgrade	100%	2,000	
PLC WTP Replacements	25%	70,000	
WTP computer upgrades (2016)	100%	15,000	
WTP current meter (2016)	100%	9,000	
Kains Lake Dam (2016)	50%	52,000	
Water model (2016)	100%	35,000	
Ring Road PRV (2016)	25%	35,000	
<i>Sewer</i>			
Collection System Rehabilitation Program.	10%	50,000	
Holmgren flats lift station upgrade	50%	50,000	
Pioneer Inn Lift Station Upgrade	50%	20,000	
TWWTP External Lighting Upgrade	100%	7,000	
AWWTP External Lighting Upgrade	100%	7,000	
Reinstate 100 m AWWTP Outfall	100%	75,000	
Swap Loader (to replace 2 vehicles)	100%	220,000	23,500
Fort Rupert Lift Station cover (2016)	90%	15,300	
Hardy Bay Lift Station (2016)	50%	127,000	
TWWTP Polymer make-up unit (2016)	50%	15,000	
TWWTP centrifuge upgrade (2016)	70%	12,700	



**MINUTES OF THE
DISTRICT OF PORT HARDY
TOURISM ADVISORY COMMITTEE MEETING
THURSDAY OCTOBER 5, 2017
MUNICIPAL HALL, 7360 COLUMBIA STREET**



- PRESENT:** Councillors Rick Marcotte, District of Port Hardy and Dennis Dugas, District of Port Hardy Donna Gault (Chair); Joli White, Tourism Coordinator, Vancouver Island North Tourism; Elizabeth Aman-Hume Manager, Chamber of Commerce;
- STAFF:** Allison McCarrick, CAO; Adrian Maas, Director of Finance, District of Port Hardy; Leslie Driemel, Recording Secretary
- REGRETS:** Mike Kelly, Codfather Charters, Tourism Stakeholder Rep

A. CALL TO ORDER

Chair Donna Gault called the meeting to order. Time: 2:00pm

B. APPROVAL OF AGENDA

DRAFT

TAC-2017-015
APPROVAL OF
AGENDA AS
PRESENTED

Moved/Seconded/Carried

THAT the agenda of the Tourism Advisory Committee meeting October 5, 2017 be accepted.

C. ADOPTION OF MINUTES

1. Minutes of the Tourism Advisory Committee meeting held August 14, 2017.

TAC-2017-016
MINUTES
AUG 14 /17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Tourism Advisory Committee meeting held August 14, 2017 be accepted as presented.

D. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Review of Action items.

The Committee reviewed and updated the Action Item listing.

- BC Ferries
Upcoming Ferries meeting – E. Aman-Hume to discuss: camping at terminal, on Board visitor advisors in 2018 and future years and a FAM Tour of new ferry.
- Booking.com – No dates yet. Discussion was held regarding their presentation at Stakeholder meeting a good time. To be deleted from action items.
- Fishing BC - Filming in completed. The Committee discussed the two filming sessions and cost benefits. A. McCarrick to ask if videos can be in Destination BC data bank. Allison will send out link to video.
- Tourism Surveys – J. White advised the surveys are finished for the season, over 700 visitor and resident responses. Elizabeth Aman-Hume to contact Social Scientists to request Port Hardy data be extracted.
- CBRE Reporting – Ongoing.

DRAFT

E. NEW BUSINESS

1. Elizabeth Amen-Hume – Updated the Committee on work done to date on the 2018 tactical plan and budget. She is looking for more input from the Committee

2. 2018 Tactical Plan and Budget

Committee discussion included:

- Review of 2018 tactical plan, what worked, what didn't work,
- Use tourism survey data, Google analytics
- How to tie in with new promotions – “Port Hardy #16 on the most caring towns in Canada” - Hardy Buoys video of North Island Mall, WFP marketing and sectorial advertising
- Use bulletin boards at Chamber of Commerce, use video in window with scrolling information
- More signage and racking at airports
- Mail outs of tourism information packages and or tourism package online
- Advertising in airline magazines

DRAFT

3. October Stakeholder Meeting and Timeline

- October 16 – Committee meeting to consolidate and review ideas to include
- October 30 – Committee meeting draft tactical plan review
- November 9 - Stakeholders meeting:
 - Overview of 2017 marketing plan Draft 2018 tactical plan, ask for feedback for marketing.
 - Survey results from 2016 and any 2017 data that is available.
 - 2016 visitor profile draft 2017 visitor profile if available.
 - Overview on what the extra 1% is in dollar amounts.
 - Photo bank and filming from Fishing BC if available.
 - MRDT actual revenue sharing information.
 - 9:00am-11:00am at Chamber of Commerce.
- November 14 – To Port Hardy Council for approval.
- November 30 – submission date.

4. MRDT- Actual Revenue Update.

A. Maas reviewed the actual revenues to date and advised the projected total for 2018 is \$43,000-\$45,000

5. Email from Sean Edmunds *On This Spot* – Cultural Tourism app was reviewed for information. Found to be more suitable for communities / cities with more history and heritage to share.

- www.onthisspot.ca
- www.facebook.com/onthisspot
- www.instagram.com/on.this.spot

F. CORRESPONDENCE

None

G. COMMITTEE MEMBER REPORTS

DRAFT

- a) Chair Report – Donna Gault: No report
- b) Visitor Information Center - Elizabeth Aman-Hume advised tourists are still coming in for information and that winter hours are now in effect.
- c) Chamber of Commerce – Elizabeth Aman-Hume: No additional report
- d) Regional District VINTAC - Jolie White
 - Regional Tourism planning session is October 18 and 19, 2017.
 - Visitor experience surveys closed, data being compiled.
 - Image bank collecting is ongoing.

- Trails Task Force being developed through the Sunshine Coast, how to promote as hiking destination. Vancouver Island North Regional tourism is promoting Beautiful Bay Trail, Little Huston Cave Trail as well as Cape Scott and North Coast Trail.
- Destination BC Development meeting is November 2nd from 10:00am to 3:30 pm at Black Bear Resort.

• **H. NOTICE OF MEETING**

- October 16 – Committee meeting to consolidate and review ideas to include
- October 30 – Committee meeting draft tactical plan review
- November 9 - Stakeholders meeting:

DRAFT

I. ADJOURNMENT

TAC-2017-017
ADJOURNMENT

Moved
THAT we adjourn

Time: 3:26 pm



**MINUTES OF THE
DISTRICT OF PORT HARDY
TOURISM ADVISORY COMMITTEE MEETING
MONDAY OCTOBER 16, 2017
MUNICIPAL HALL, 7360 COLUMBIA STREET**



- PRESENT:** Councillor Dennis Dugas, District of Port Hardy Donna Gault (Chair); Joli White, Tourism Coordinator, Vancouver Island North Tourism; Elizabeth Aman-Hume Chamber of Commerce;
- STAFF:** Allison McCarrick, CAO; Adrian Maas, Director of Finance, District of Port Hardy; Leslie Driemel, Recording Secretary
- REGRETS:** Councillor Rick Marcotte; Mike Kelly, Codfather Charters, Tourism Stakeholder Rep

A. CALL TO ORDER

Chair Donna Gault called the meeting to order. Time: 2:07pm

B. APPROVAL OF AGENDA DRAFT

TAC-2017-018
APPROVAL OF
AGENDA AS
PRESENTED

Moved/Seconded/Carried

THAT the agenda of the Tourism Advisory Committee meeting October 16, 2017 be accepted.

C. ADOPTION OF MINUTES

- Minutes of the Tourism Advisory Committee meeting held October 5, 2017.

TAC-2017-019
MINUTES
OCT 5 /17
ACCEPTED

Moved/Seconded/Carried

THAT the Minutes of the Tourism Advisory Committee meeting held October 5, 2017 be accepted as presented.

D. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

- Review of Action items

2016 Port Hardy Visitor Profile – was reviewed for information. DRAFT

- Elizabeth Amen-Hume - 2018 Tactical Plan and Budget.

Elizabeth Amen-Hume distributed and reviewed with the Committee the 2017 Budget and an overview of 2017 work with the website and online resources. Committee discussion included:

- International marketing by Destination Canada and Destination BC vs more regional marketing focus by V.I. North Tourism and Tourism Port Hardy.
- Aboriginal tourism - Stakeholders doing own international marketing (Kwa'lilas Hotel and k'awat'si Tours) Elizabeth Aman-Hume to contact hotel manager to see if interested in being on Committee as Aboriginal Tourism rep.
- Product ready tours – 2 years to build company eg Cove Adventures and k'awat'si Tours.
- Jonview Canada - #1 tour company in Canada, in time may be interested in Cove Adventures k'awat'si Tours.
- Increase budget 10% each for website and social media.
- Engage stakeholders in more social media use – travel blogs, use of #visitporthardy and #gonorthisland.
- Review of print products and stakeholder advertising involvement in 2018 products.
- In house local print productions provide current information.

- 2018 Budget estimate \$43,000-\$45,000.
- Advertising – run ads in lots of publications or larger ads in fewer publications.

The Committee reviewed items to include in the 2018 tactical budget:

- Additional print advertising and editorial content in magazines such as: Pacific Coastal, Westjet magazine and Pacific Yachting.
- New Port Hardy brochure needed to stay in brand with Destination BC fonts/logo/colours. (Use up existing brochures locally.)
- Visitor Information staff familiarization tours to south island visitor centers.
- New video production vs consolidation and re packaging of existing available Port Hardy video content. Elizabeth to contact local videographers.
- Outdoor advertising on billboards and transit vehicles DRAFT
- November 8 Stakeholders meeting 9:00am-11:00am at Chamber of Commerce.
 - Overview of 2017 marketing plan.
 - Draft 2018 tactical plan, ask for feedback for marketing.
 - Survey results from 2016 and any 2017 data
 - 2016 visitor profile draft 2017 visitor profile
 - Overview on what the extra 1% is in dollar amounts.
 - Photo bank and filming from Fishing BC
 - MRDT actual revenue sharing information.

E. NEW BUSINESS

No New Business.

F. CORRESPONDENCE

None

G. COMMITTEE MEMBER REPORTS

- a) Chair Report – Donna Gault: - no report
- b) Visitor Information Center: Elizabeth Aman-Hume – no report
- c) Chamber of Commerce – Elizabeth Aman-Hume
- d) Regional District VINTAC - Jolie White: Vancouver Island North Planning Session is October 19th .

H. NOTICE OF MEETINGS

- October 30 – Committee meeting re: Tactical plan review.
- November 8 – Stakeholders meeting: 9:00am-11:00am at Chamber of Commerce.
- November 14 – To Port Hardy Council for approval.
- November 30 – Reporting submission date. DRAFT

I. ADJOURNMENT

Moved

THAT we adjourn

Time: 3:38 pm

TAC-2017-020
ADJOURNMENT

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
009760	07/09/2017	01884	Ace Hardware	8.95	
009761	07/09/2017	01375	ADT SECURITY SERVICES CA	93.74	
009762	07/09/2017	02514	AlSCO	203.28	
009763	07/09/2017	00829	ANA'S HARDY CLEAN	2,353.49	
009764	07/09/2017	01836	ARIES SECURITY LTD.	4,284.00	
009765	07/09/2017	00047	B.C. HYDRO (Minister of	31,982.65	
009766	07/09/2017	02135	BORG, BRENT	35.00	
009767	07/09/2017	01433	COMOX PACIFIC EXPRESS LT	154.75	
009768	07/09/2017	00739	CROCKER EQUIPMENT	1,868.48	
009769	07/09/2017	02817	Cummins Western Canada	1,067.67	
009770	07/09/2017	00218	DB PERKS AND ASSOCIATES	743.23	
009771	07/09/2017	02218	DELPRO AUTOMATION INC.	31.50	
009772	07/09/2017	01901	DENNISON, MELINDA	35.00	
009773	07/09/2017	01476	DOR-TEC SECURITY LTD.	138.30	
009774	07/09/2017	02140	DOUG LLOYD CONTRACTING	13.13	
009775	07/09/2017	03452	Frederiksen, Chris	760.00	
009776	07/09/2017	00052	HARDY BUILDERS' SUPPLY	65.93	
009777	07/09/2017	00063	HOME HARDWARE BUILDING C	72.00	
009778	07/09/2017	01875	ISLAND ADVANTAGE DISTRIB	92.68	
009779	07/09/2017	00065	K & K ELECTRIC LTD.	10,627.64	
009780	07/09/2017	01932	KAL TIRE	241.92	
009781	07/09/2017	00069	MACANDALE'S	240.58	
009782	07/09/2017	02007	MARSHALL WELDING & GLASS	80.42	
009783	07/09/2017	03059	Maxxam Analytics	999.08	
009784	07/09/2017	01777	MCCARRICK,ALLISON	35.00	
009785	07/09/2017	00328	MERCER, SEAN	35.00	
009786	07/09/2017	00014	MINISTER OF FINANCE	3,450.00	
009787	07/09/2017	00136	NORTH ISLAND ROCKPRO	12,600.00	
009788	07/09/2017	02006	NORTH ISLAND TRACTOR	983.51	
009789	07/09/2017	02749	Orach Enterprises Ltd.	2,127.44	
009790	07/09/2017	02749	Orach Enterprises Ltd.	1,046.65	
009791	07/09/2017	00013	PACIFIC BLUE CROSS	12,836.65	
009792	07/09/2017	02071	PACIFICUS BIOLOGICAL SER	611.63	
009793	07/09/2017	03242	Patterson's Plumbing	320.25	
009794	07/09/2017	00769	Praxair Distribution	917.89	
009795	07/09/2017	00080	PUROLATOR INC.	802.50	
009796	07/09/2017	01886	Q.N.P.C. Ltd.	930.80	
009797	07/09/2017	00107	RECEIVER GENERAL FOR CAN	24,853.66	
009798	07/09/2017	00187	REGIONAL DISTRICT OF MT	12,887.02	
009799	07/09/2017	01134	Shanahans Limited Partne	280.00	
009800	07/09/2017	00113	STRYKER ELECTRONICS LTD.	12,738.21	
009801	07/09/2017	02424	Team Aquatic Supplies Lt	226.17	
009802	07/09/2017	00011	Tidbury, John	41.41	
009803	13/09/2017	03269	Array Web Creative	396.90	
009804	13/09/2017	00073	BLACK PRESS GROUP LTD.	975.72	
009805	13/09/2017	01615	BOOD, HANK	972.25	
009806	13/09/2017	02468	Canwest Propane	49.12	
009807	13/09/2017	00281	CHEVRON CANADA LTD.	2,169.31	
009808	13/09/2017	03033	Corbett-Labatt, Pat	519.40	
009809	13/09/2017	02817	Cummins Western Canada	12,068.02	
009810	13/09/2017	01901	DENNISON, MELINDA	608.75	
009811	13/09/2017	03351	DOSENOVIC, BORIS	72.00	
009812	13/09/2017	00189	DUGAS, DENNIS	519.40	
009813	13/09/2017	00099	FOX'S DISPOSAL SERVICES	13,291.04	
009814	13/09/2017	01370	GRIFFITHS, JACK	188.00	
009815	13/09/2017	02860	Grove-Crossman Equipment	2,951.54	
009816	13/09/2017	02890	Hecate Integrated Resour	7,813.31	
009817	13/09/2017	01875	ISLAND ADVANTAGE DISTRIB	378.76	
009818	13/09/2017	00273	JM'S MOBILE WELDING INC	173.60	
009819	13/09/2017	00065	K & K ELECTRIC LTD.	1,202.88	
009820	13/09/2017	02197	LONDON COLLISION AND TOW	516.12	
009821	13/09/2017	00069	MACANDALE'S	2,262.40	
009822	13/09/2017	02489	Marcotte, Rick	519.40	
009823	13/09/2017	02007	MARSHALL WELDING & GLASS	126.01	
009824	13/09/2017	00033	NAPA AUTO PARTS/N.I. IND	41.43	
009825	13/09/2017	01645	NORTH ISLAND COMMUNICATI	306.60	
009826	13/09/2017	00075	O.K. TIRE STORE (PORT HA	657.58	
009827	13/09/2017	02409	Onsite Engineering Ltd.	1,781.07	
009828	13/09/2017	02749	Orach Enterprises Ltd.	3,277.21	
009829	13/09/2017	03242	Patterson's Plumbing	1,575.21	
009830	13/09/2017	03034	Robertson, Fred	456.15	

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
009831	13/09/2017	00113	STRYKER ELECTRONICS LTD.	280.00	
009832	13/09/2017	03313	Tex Electric Ltd.	590.47	
009833	13/09/2017	00011	Tidbury, John	519.40	
009834	13/09/2017	00957	TOURISM VANCOUVER ISLAND	89.25	
009835	13/09/2017	00377	VASO'S	523.02	
009836	13/09/2017	00164	Xerox Canada Ltd.	437.31	
009837	20/09/2017	02514	Alsco	119.47	
009838	20/09/2017	01836	ARIES SECURITY LTD.	11,945.19	
009839	20/09/2017	01145	BLACK CAT REPAIRS	188.50	
009840	20/09/2017	00018	CANADIAN RED CROSS	229.61	
009841	20/09/2017	02468	Canwest Propane	2,926.49	
009842	20/09/2017	02812	Chartered Professional A	140.07	
009843	20/09/2017	02822	Corix Water Products LP	552.95	
009844	20/09/2017	02730	CUPE Local 401	722.57	
009845	20/09/2017	03455	DAWSON, SARAH	1,100.00	
009846	20/09/2017	00099	FOX'S DISPOSAL SERVICES	1,114.58	
009847	20/09/2017	02960	Hach Sales & Service Can	642.81	
009848	20/09/2017	01980	HETHERINGTON INDUSTRIES	229.85	
009849	20/09/2017	00063	HOME HARDWARE BUILDING C	29.97	
009850	20/09/2017	00194	INT'L UNION OPERATING EN	1,115.80	
009851	20/09/2017	02873	Jewell, Joe	201.09	
009852	20/09/2017	00273	JM'S MOBILE WELDING INC	69.44	
009853	20/09/2017	00065	K & K ELECTRIC LTD.	1,604.40	
009854	20/09/2017	00069	MACANDALE'S	169.53	
009855	20/09/2017	03456	MARC'S MAINTENANCE	252.00	
009856	20/09/2017	02385	MARKET STREET CAFE	480.90	
009857	20/09/2017	00304	MONK OFFICE	252.65	
009858	20/09/2017	00827	Municipal World Inc.	51.97	
009859	20/09/2017	03135	Nelson-Smith, Heather	316.25	
009860	20/09/2017	01645	NORTH ISLAND COMMUNICATI	204.96	
009861	20/09/2017	02071	PACIFICUS BIOLOGICAL SER	4,983.51	
009862	20/09/2017	03242	Patterson's Plumbing	2,837.10	
009863	20/09/2017	00363	PORT HARDY BULLDOZING LT	224.00	
009864	20/09/2017	01886	Q.N.P.C. Ltd.	38,790.32	
009865	20/09/2017	00107	RECEIVER GENERAL FOR CAN	21,042.84	
009866	20/09/2017	01990	ROAD RANGER FREIGHT/0702	43.89	
009867	20/09/2017	03073	Smith Cameron Process So	543.20	
009868	20/09/2017	02522	Strathcon Industries	938.27	
009869	20/09/2017	00161	TELUS MOBILITY (BC)	759.59	
009870	20/09/2017	03313	Tex Electric Ltd.	196.88	
009871	20/09/2017	00485	TRAN SIGN (1999) LTD.	223.45	
009872	20/09/2017	00573	VAN ISLE WATER	1,779.68	
009873	27/09/2017	00044	ACKLANDS - GRAINGER INC.	176.15	
009874	27/09/2017	02514	Alsco	238.94	
009875	27/09/2017	00046	ANDREW SHERET LTD	1,563.39	
009876	27/09/2017	03269	Array Web Creative	105.00	
009877	27/09/2017	03458	BURWOOD'S ELECTRIC MOTOR	1,905.92	
009878	27/09/2017	02468	Canwest Propane	48.97	
009879	27/09/2017	00281	CHEVRON CANADA LTD.	2,916.21	
009880	27/09/2017	02762	Cleartech Industries Inc	4,977.38	
009881	27/09/2017	00054	DAVE LANDON MOTORS LTD.	406.78	
009882	27/09/2017	00020	E.J. KLASSEN MOTORCADE L	500.00	
009883	27/09/2017	02960	Hach Sales & Service Can	1,082.55	
009884	27/09/2017	00063	HOME HARDWARE BUILDING C	198.06	
009885	27/09/2017	00065	K & K ELECTRIC LTD.	784.88	
009886	27/09/2017	00428	LAND TITLE AND SURVEY AU	28.63	
009887	27/09/2017	00428	LAND TITLE AND SURVEY AU	71.58	
009888	27/09/2017	00271	LIFESAVING SOCIETY	20.00	
009889	27/09/2017	00069	MACANDALE'S	467.57	
009890	27/09/2017	00014	MINISTER OF FINANCE	3,450.00	
009891	27/09/2017	00217	ORKIN CANADA CORPORATION	76.65	
009892	27/09/2017	00013	PACIFIC BLUE CROSS	12,470.64	
009893	27/09/2017	00505	PARR'S CONSTRUCTION LTD	4,878.30	
009894	27/09/2017	00203	Port Hardy & Dist. Chamb	459.69	
009895	27/09/2017	00363	PORT HARDY BULLDOZING LT	976.50	
009896	27/09/2017	03210	Renuable Resources Ltd.	1,008.00	
009897	27/09/2017	03174	Schantz, Robert	368.80	
009898	27/09/2017	03459	SCHMIDT, CURTIS	200.00	
009899	27/09/2017	00843	SHARE CANADA	240.24	
009900	27/09/2017	03073	Smith Cameron Process So	561.12	
009901	27/09/2017	02522	Strathcon Industries	25.08	

<u>Cheque #</u>	<u>Pay Date</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Paid Amount</u>	<u>Void</u>
009902	27/09/2017	00160	TELUS	4,908.05	
009903	27/09/2017	03460	TRI PORT RECYCLING LTD	200.00	
009904	27/09/2017	02837	Waterhouse Environmental	23,884.57	
009905	28/09/2017	00428	LAND TITLE AND SURVEY AU	143.16	
009906	28/09/2017	00428	LAND TITLE AND SURVEY AU	71.58	
Total:				368,664.01	



*** End of Report ***





DISTRICT OF PORT HARDY

STAFF REPORT



DATE: October 10, 2017
TO: Mayor and Councillors
FROM: Allison McCarrick, Chief Administrative Officer
RE: Proposed Mount Waddington Regional Fire Departments' Emergency Services Agreement

PURPOSE

To discuss the request by the Regional District of Mount Waddington to enter into a Regional Fire Departments' Emergency Services Agreement.

BACKGROUND

The Regional District of Mount Waddington is requesting Council's consideration of a region wide fire protection mutual aid agreement among all fire departments within the Regional District of Mount Waddington. The District of Port Hardy currently has individual fire protection mutual aid agreements with Port McNeill and Port Alice which were signed in 2011. The current District and RDMW fire protection mutual agreement is for Coal Harbour dated 1996.

FINANCIAL IMPLICATIONS

The cost to the District will be dependent on the number of mutual aid calls.

SUMMARY

Patrick Donaghy, Manager of Operations with the Regional District of Mount Waddington has provided Council with a staff report and the proposed fire protection mutual aid agreement. This agreement has been reviewed by the District of Port Hardy staff and Fire Chief.

STAFF RECOMMENDATION

That Council approve entering into the proposed Mount Waddington Regional Fire Departments' Emergency Services Agreement as presented.

Respectfully submitted,

Allison McCarrick
Chief Administrative Officer



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: RDMW Board and Port Alice, Port Hardy, Port McNeill and Alert Bay Councils **FILE NO. 315.04**

FROM: Patrick Donaghy, Operations Manager

SUBJECT: Mount Waddington Regional Fire Departments' Emergency Services Agreement

DATE: September 28, 2017

In 2017, the Manager of Operations of the Regional District of Mount Waddington (RDMW) has been working on the development of the Mount Waddington Regional Fire Departments' Emergency Services Agreement (The Agreement) with the cooperation of local government Administrators and Fire Chiefs of the North Island. The following report provides a brief overview of The Agreement in hopes that it will assist the RDMW Board and Municipal Councils determine whether they can support its ratification.

The Agreement is a result of ongoing work over the past few months in developing a region wide mutual aid agreement among all the volunteer fire departments within the RDMW. The agreement prior to seeking approval from the Board and the municipal councils will have been vetted by all the administrators and fire chiefs of the communities affected. The target date for the ratification of the agreement is the end of October 2017.

The following is a summary of the key elements of the agreement:

- The agreement is an extension of the existing North Island Regional Emergency Plan
- The agreement contains a mechanism for cost recovery for consumables and damaged equipment related to mutual aid incidents
- Volunteer Fire Departments (VFD) are advised to retain sufficient resources to adequately protect their home communities when allocating resources for a mutual aid request
- Term of the proposed agreement extends to 2022 but should be considered a living document that can be amended given the support of all signatories
- The agreement will allow all departments to support one another upon request for mutual aid
- The agreement supports a Unified Command System on mutual aid incidents where deemed advisable and a combined debriefing among all participating VFDs after an incident
- Indemnification clauses to save all parties harmless to one another except where such liability is caused by the malicious or grossly negligent misconduct of the Providing Department, its officials, employees, contractors or volunteers
- Supports the establishment of a resource list to be maintained by the North Island Regional Fire Chiefs
- Agreement supports individual VFDs in their efforts to develop special skill sets to meet the unique needs of their communities
- Provides guidance in regards to insurance related to equipment and liability protection
- Calls for the Emergency Coordinators of the receiving community to be notified if mutual aid has been requested

If anyone has questions regarding the proposed Mount Waddington Regional Fire Departments' Emergency Services Agreement, please feel free to contact me at your convenience

Respectfully submitted

Patrick Donaghy PEng, MSc
Manager of Operations

MOUNT WADDINGTON REGIONAL FIRE DEPARTMENTS' EMERGENCY SERVICES AGREEMENT

THIS AGREEMENT is made as of the ____th day of _____, 2017. AMONG:

REGIONAL DISTRICT of MOUNT WADDINGTON

2044 McNeill Road,
Port McNeill, BC V0N 2R0

AND:

DISTRICT OF PORT HARDY

7360 Columbia St. Box 68,
Port Hardy, BC V0N 2P0

AND:

TOWN OF PORT McNEILL

1775 Furney Place
Port McNeill, B.C. V0N 2R0

AND:

VILLAGE OF ALERT BAY

15 Maple Road
Alert Bay, BC V0N 1A0

AND:

VILLAGE OF PORT ALICE

1061 Marine Drive
Port Alice, BC V0N 2N0

(herein after referred to as the "Parties")

WHEREAS:

- A. sections 263(b) and 697(g) of the Local Government Act and sections 8(2) and 23 of the Community Charter empowers local governments and improvement districts to enter into mutual aid agreements with other jurisdictions;
- B. there would be a benefit in the form of improved safety and fire protection for area residences from such an agreement between the local authorities of the Regional District of Mount Waddington that are parties to this agreement.
- C. the North Island Regional Emergency Plan has established a mutual aid relationship with all local governments and First Nation Communities having fire protection services provided by local governments within the boundaries of the Regional District of Mount Waddington for incidents classified as Level 3 Response (Regional Response) and to Level 2 (Local Emergency) or Level 1 (Site Response) emergencies and/or disasters at the request of the affected party.

NOW THEREFORE THIS AGREEMENT WITNESSES the Parties, in consideration of the agreements, premises and mutual promises contained in the agreement and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, agreed with one another as follows:

Mount Waddington Fire Departments' Emergency Services Agreement

1. DEFINITIONS

In this agreement:

- 1.01. "Area of Jurisdiction" means the territorial area over which each party has legal authority to provide emergency services.
- 1.02. "Consumables" includes but is not limited to foam and absorbents and does not include water.
- 1.03. "Emergency Services" includes but is not limited to confined space rescue, high-angle rescue, HAZMAT, and fire suppression.
- 1.04. "Emergency Resources" means persons and equipment designated by a Providing Department for the purpose of providing assistance to a Requesting Department, all or a portion of which may be made available to a Requesting Department to assist.
- 1.05. "Officer in Charge" means the Officer in Charge of a fire department at the time of a request.
- 1.06. "Party" means any Party to this agreement.
- 1.07. "Providing Department" means a fire department providing assistance under this agreement.
- 1.08. "Requesting Department" means any fire department requesting assistance under this agreement.
- 1.09. Incident Command System (ICS) is a standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective.
- 1.10. Powers and Authorities are those abilities that a fire department and/or its officers have been granted by the local government or the Province of British Columbia through legislation or bylaws or passed motions (Examples: Fire Protection Act, Fire Act, Division 2 of the Local Government Act, Section 66 of the Community Charter, establishment bylaws, etc.)

2. PREAMBLE

Emergency response frequently requires a rapid deployment of resources. This agreement is intended to minimize delay in securing additional or specialized resources from a number of potential fire departments.

The Requesting Department has certain powers and authorities within its own Area of Jurisdiction. In order to provide an efficient response, the intent of this agreement is that the members of the Providing Department will have the same powers and authorities as the Requesting Department in relation to controlling or acting at an Emergency.

All participants in this agreement understand the complexity and intensity of responding to emergency incidents and that accidents and errors are possible. Given these challenges, all participants agree to hold one another harmless barring malicious or grossly negligent misconduct.

Mount Waddington Fire Departments' Emergency Services Agreement

The Parties to this agreement understand that operational effectiveness will require annual training between and among all fire departments.

The local governments that are signatories to this agreement have a broad range of resources and expertise within their respective fire departments. In order to ensure fairness to all taxpayers, this agreement is intended to allow for a cost recovery for all cost incurred directly related to responding to the mutual aid request, damaged equipment and supplies consumed by a Providing Department during an incident.

Finally this agreement is a living document that needs to be reviewed and amended so that it reflects the changing needs of the North Island communities. It should be reviewed by all signatories repeatedly within the term of the agreement to ensure its effectiveness is maintained for the benefit of the Region's residents and organizations.

3. TERM

- 3.1. The term of this agreement shall be for five (5) years commencing on _____, 2017 and ending on _____, 2022. (the "Term")
- 3.2. Any Party may terminate its participation in the agreement with thirty (30) days written notice to all other parties.
- 3.3. This agreement, upon expiry, shall remain in effect on a month to month basis unless written notice to the contrary is received by all parties.

4. REQUESTING ASSISTANCE

- 4.1. Where the Officer in Charge determines that an Emergency exists that is beyond the capabilities of his/her resources he/she may request additional Emergency Resources from an Officer in Charge representing the fire department of any of the Parties to this agreement.
- 4.2. Requests for assistance will be conveyed through regular Fire Dispatch. In such cases, Fire Dispatch will also notify the Emergency Planning Coordinator of the Area Having Jurisdiction for the requesting department.
- 4.3. Requesting departments when responding to incidents at communities or facilities that are under their protection but technically outside of their service area may request mutual aid services from other participating fire departments.
- 4.4. A providing department who receives a request for Emergency Resources may, at their sole discretion, determine if they can fulfill or partially fill the request. The extent that a providing department can meet a request is dependent upon its ability to meet its emergency response responsibilities to an acceptable level. If the providing department determines that it is able to fulfill the request, then it will be expected to provide the resources. If the providing department determines it is only able to partially or is unable to fulfill the request, that decision will be communicated to the Requesting Department.
- 4.5. Incident operational debriefs should occur following every mutual aid event, and should include at least one representative from each attending fire department.

Mount Waddington Fire Departments' Emergency Services Agreement

- 4.6. The extent and duration of the assistance given in response to a request for mutual aid, if any, will be at the discretion of the Officer in Charge of the providing fire department(s) having due regard to the department's immediate or anticipated needs within its own area of jurisdiction.
- 4.7. A Unified Command System should be considered for all mutual aid events. Participation of any responding agencies in a unified command structure, should one be implemented, will be at the discretion of the requesting officer in charge.
- 4.8. Prior to arrival on scene, the providing fire department(s) will contact the requesting fire department for instructions on where to position their apparatus and any initial task assignments. The requesting fire department will inform the providing fire department of any life safety hazards present.
- 4.9. The level of service a providing fire department can achieve at a mutual aid incident will be dictated by the service declared by its authority having jurisdiction.
- 4.10. All emergency scenes shall follow the Incident Command System (ICS) procedures and protocols.
- 4.11. The Officer in Charge of the Requesting Department shall immediately release from active assistance, a Providing Department if the Providing Department's Emergency Resources are required in their own Area of Jurisdiction.
- 4.12. A Requesting Department shall advise a Providing Department in a timely manner that their Emergency Resources are no longer required and shall not typically require the Providing Department for clean-up.
- 4.13. The Requesting Department's Officer in Charge has the authority to command and control the Emergency Resources of the Providing Department until such time as the Requesting Department notifies the Providing Department that their Emergency Resources are no longer required.

5. INDEMNIFICATION

- 5.1. A Party requesting assistance under this agreement hereby releases a Party providing assistance, its Providing Department, elected officials, officers, employees, contractors and volunteers from and against all claims, demands, expenses, costs, actions, suits, damages, and liabilities of every kind arising between the Parties for failure of the Providing Department to respond to a request from a Requesting Department.
- 5.2. A Party requesting assistance under this agreement agrees and does hereby indemnify and save harmless a Party providing assistance, its Providing Department, its officers, employees, contractors and volunteers from and against all claims, demands, expenses, costs, actions, suits, damages, and liabilities of every kind for damage or injury to person or property, including death, directly or indirectly arising from the Providing Department's response, assistance, conduct and activity under this agreement except where such liability is caused by the malicious or grossly negligent misconduct of the Providing Department, its officials, employees, contractors or volunteers.
- 5.3. A Party providing assistance under this agreement agrees and does hereby indemnify and save

Mount Waddington Fire Departments' Emergency Services Agreement

harmless all other Parties providing assistance under this agreement, their Departments, officers, employees, contractors and volunteers from and against all claims, demands, expenses, costs, actions, suits, damages, and liabilities of every kind for damage or injury to person or property, including death, directly or indirectly arising from the Party's response, assistance, conduct and activity under this agreement except where such liability is caused by the malicious or grossly negligent misconduct of the Providing Department, its officials, employees, contractors or volunteers.

6. COST RECOVERY

6.1. Where a Providing Department provides Emergency Resources to a Requesting Department, the Requesting Department agrees to reimburse the Providing Department as requested for those Emergency Resources utilized in accordance with the following:

6.1.1. Replacement or costs of all Consumables used by the Requesting Department related to the request; and

6.1.2. Costs of repairing damage to or depreciated loss of any portable equipment related to the request.

6.2. Parties will reconcile their use of this agreement, with regards to section 6 .1 at the end of each calendar year. Parties would be invoiced before January 10 of each year and payment is expected within 120 days.

6.3. All Parties agree that in regard to items 6 .1.1 and 6.1.2, replacement of Consumables and damage or loss, any amounts owing would be paid on demand.

6.4. If the Providing Department intends to issue an invoice, it must notify the Requesting Department of this intent, in writing, within 30 days of the Emergency assistance.

7. RECORD KEEPING

7.1. Both the Requesting Department and the Providing Department shall maintain records of such assistance for the purpose of cost recovery. These records shall be maintained for two years and shall be made available to the other Parties and fire chiefs involved in a request for assistance.

8. DISPUTE RESOLUTION

8.1. If a dispute relating to this Agreement should arise, and the Parties cannot settle the dispute through negotiation, then the Parties must attempt in good faith to resolve the dispute through mediation before resorting to binding arbitration or litigation. If the matter does proceed to arbitration, arbitration shall be conducted pursuant to the Commercial Arbitration Act (British Columbia).

8.2. If any dispute is referred to mediation or to an arbitrator appointed under the Commercial Arbitration Act, the costs of the arbitration shall be borne equally by the parties involved in the dispute, but each Party shall be responsible for its own additional costs.

Mount Waddington Fire Departments' Emergency Services Agreement

9. RESOURCE LIST

- 9.0 The North Island Regional Fire Chiefs will maintain a list of resources of each respective local fire department. This list will be updated quarterly and made available to all Parties and fire chiefs.
- 9.1 The head administrators from each party will be delegated authority to establish cost recovery rates for the list of resources for each respective local fire department.

10. SPECIALIZED EQUIPMENT

- 10.1 The Parties to this agreement agree that it is beneficial to have different fire departments develop differing specialized services. Examples of these specialized services include but are not limited to: confined space rescue, high-angle rescue, HAZMAT, and aerial equipment. However; nothing in this agreement limits any Party from developing any of their own specialized resources or compels any Party to develop such resources.
- 10.2 The Parties to this agreement should refer any plans for specialized fire services or requests for regional collaboration to the North Island Regional Fire Chiefs Working Group for consideration and development.

11. INSURANCE

- 11.1. Each Party shall maintain insurance coverage on its own firefighting equipment.
- 11.2. Each Party shall maintain WorkSafe BC coverage and other required coverage for the personnel of its own Fire Department.
- 11.3. Each Party should maintain liability insurance coverage of \$5,000,000 and be in good standing with the Municipal Insurance Association.

12. REPLACEMENT OF MUTUAL AID AGREEMENTS

- 12.1. Each Party to this agreement agrees, that with the exception of the Regional District of Mount Waddington Emergency Management Agreement, to appropriately terminate any other pre-existing mutual aid agreement that is in place with any other Party to this agreement and agrees that this agreement will replace any pre-existing mutual aid agreements.

13. AMENDMENT

- 13.1. This agreement may only be amended by written consensus of the Parties in the form of a formal amending accord.

14. COUNTERPARTS

- 14.1. This agreement may be signed in counterparts, which together shall constitute one agreement. If this agreement is signed in counterparts, no signatory hereto shall be bound until all parties named below have duly executed, or caused to be duly executed, a counterpart of this agreement and provided the executed document to the other parties.

Mount Waddington Fire Departments' Emergency Services Agreement

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the day and year first above written.

The Corporate Seal of the
Regional District of Mount Waddington

Board Chair

Chief Administrative Officer

The Corporate Seal of
The District of Port Hardy

Mayor

Chief Administrative Officer

The Corporate Seal of
The Town of Port McNeill

Mayor

Chief Administrative Officer

The Corporate Seal of
The Village of Alert Bay

Mayor

Chief Administrative Officer

The Corporate Seal of
The Village of Port Alice

Mayor

Chief Administrative Officer

MUTUAL AID FIRE PROTECTION AGREEMENT

THIS AGREEMENT made this 9th day of August, 2011

BETWEEN:

The District of Port Hardy
7360 Columbia Street
Box 68, Port Hardy, B.C. V0N 2P0

of the first part;

AND:

The Town of Port McNeill
1775 Grenville Street
Box 728, Port McNeill, BC V0N 2R0

of the second part;

WHEREAS the Port Hardy Fire/Rescue Department provides fire protection to the residents of Port Hardy;

AND WHEREAS the Port McNeill Volunteer Fire Department provides fire protection to the residents of Port McNeill;

AND WHEREAS each of the said parties deem it to their mutual benefit to enter into this agreement to provide for cooperation in the use of each party's fire-fighting equipment and personnel;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements hereinafter provided, the District of Port Hardy and the Town of Port McNeill agree with each other as follows:

1. FIRE CHIEF

- 1.1 *Fire Chief* means the person appointed as the Chief of the Municipal Fire Department and any officer, member or inspector who in the normal course of his or her duty is authorized by the Fire Chief to act on his or her behalf.

2. MUTUAL AID AGREEMENTS

- 2.1 In the event a fire occurs within the District of Port Hardy or within areas covered by Port Hardy Fire/Rescue Department through a Service Agreement, which in the opinion of the Port Hardy Fire Chief cannot be fought without the assistance of the Port McNeill Volunteer Fire Department, the District of Port Hardy shall have the right to call upon the Town of Port McNeill for assistance.
- 2.2 The Port McNeill Volunteer Fire Department shall, subject to availability, supply to Port Hardy Fire/Rescue Department such equipment and personnel as it deems advisable under the circumstances.
- 2.3 In the event a fire occurs within the Town of Port McNeill or within areas covered by the Port McNeill Volunteer Fire Department through a Service Agreement, which in the opinion of the Port McNeill Fire Chief cannot be fought without the assistance of Port

Hardy Fire/Rescue Department, the Town of Port McNeill shall have the right to call upon the District of Port Hardy for assistance.

2.4 Port Hardy Fire/Rescue Department shall, subject to availability, supply to the Port McNeill Volunteer Fire Department such equipment and personnel as it deems advisable under the circumstances.

2.5 The inability on the part of either Department to provide mutual aid fire or rescue services shall not create any financial or legal liability for that Department.

3. INCIDENT SCENE AUTHORITY

3.1 The Fire Chief of the Department that is calling for assistance shall be responsible for the overall direction and control of the scene. Notwithstanding the foregoing, it is understood and agreed that the responding Department's apparatus, equipment and personnel shall remain under the control of the responding Department's command.

4. INSURANCE

4.1 Both parties covenant and agree to maintain fully paid policies of insurance covering any loss of their respective equipment and to provide Workers' Compensation Board coverage for their personnel when engaged in fire fighting duties or rescue duties and adequate public liability and property damage insurance covering all vehicles and personnel employed or used by each such party when engaged in fire fighting or rescue operations in the other's jurisdiction.

5. INDEMNIFICATION

5.1 Neither party hereto shall be required to pay the other for any services rendered pursuant to this agreement.

5.2 It is understood and agreed by each of the signatories hereto that in providing fire protection services or rescue services, each party shall be fully responsible for the consequences of any error, omission or negligent act on its part or on the part of its employees or agents in providing the emergency services.

5.3 The responding party shall indemnify and hold harmless the receiving party and any other responding party from and against any and all loss, cost, damage, claim or expense found to be attributable to any error, omission or negligent act on the part of the responding party in providing the emergency services requested.

5.4 The receiving party shall indemnify and hold harmless the responding party from and against any and all loss, cost, damage, claim or expense found to be attributable to any error, omission or negligent act on the part of the receiving party in providing the emergency services requested.

6. CONSULTATION

6.1 On a regular basis, and at least annually, the respective Fire Chiefs shall consult with one another on the best way to achieve the objects of this Agreement, namely to improve communication, response, rescue and fire extinguishment.

7. TERMINATION

7.1 Either party hereto may terminate this agreement at any time upon giving to the other party ninety days notice in writing of its intent to so terminate.

IN WITNESS WHEREOF the parties hereto have hereunder signed this agreement on the day and in the year first above written.

DISTRICT OF PORT HARDY)



Witness)

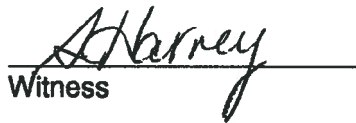


Mayor




Corporate Officer

TOWN OF PORT McNEILL)



Witness)



Mayor



Corporate Officer

F. Albert Sweet, BA, CA
Corporate Administrator
Town of Port McNeill, Box 728
Port McNeill, B.C. V0N 2R0
250-956-3111

MUTUAL AID FIRE PROTECTION AGREEMENT

THIS AGREEMENT made this 10th day of November, 2011

BETWEEN:

The District of Port Hardy
7360 Columbia Street
Box 68, Port Hardy, B.C. V0N 2P0

(Port Hardy)

of the first part;

AND:

The Village of Port Alice
1061 Marine Drive
Box 130, Port Alice, BC V0N 2N0

(Port Alice)

of the second part;

WHEREAS the Port Hardy Fire/Rescue Department provides fire protection to the residents of Port Hardy;

AND WHEREAS the Port Alice Volunteer Fire Department provides fire protection to the residents of Port Alice;

AND WHEREAS each of the said parties deem it to be to their mutual benefit to enter into this agreement to provide for cooperation in the use of each party's fire-fighting equipment, supplies and personnel;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements hereinafter provided, the District of Port Hardy and the Village of Port Alice agree with each other as follows:

1. DEFINITIONS – In this Agreement:

- 1.1 "Fire Chief" means, in respect of each Fire Department, the person appointed as Chief thereof and any person authorized to act on the chief's behalf or in the chief's place.
- 1.2 "Fire Department" means the fire department of each party to this Agreement.
- 1.3 "Incident" means any emergency incident for which a request for assistance is made under this Agreement.
- 1.4 "Requesting Party" means a party requesting assistance under this Agreement.
- 1.5 "Responding Party" means a party that is asked to provide that provides assistance under this Agreement.

2. MUTUAL AID AGREEMENTS

- 2.1 In the event a fire occurs within the boundaries of the District of Port Hardy or within areas covered by Port Hardy's Fire Department through a service agreement, which in the opinion of the Port Hardy Fire Chief cannot be fought without the assistance of Port Alice's Fire Department, Port Hardy shall have the right to call upon Port Alice's Fire Department for assistance.
- 2.2 The Port Alice Fire Department shall, subject to availability, supply to Port Hardy's Fire Department such personnel, supplies or equipment as Port Alice's Fire Chief determines to be prudent in the circumstances.
- 2.3 In the event a fire occurs within the boundaries of the Village of Port Alice or within areas covered by Port Alice's Fire Department through a service agreement, which in the opinion of the Port Alice Fire Chief cannot be fought without the assistance of Port Hardy's Fire Department, Port Alice shall have the right to call upon Port Hardy's Fire Department for assistance.
- 2.4 Port Hardy's Fire Department shall, subject to availability, supply to Port Alice's Fire Department such personnel, supplies or equipment as Port Hardy's Fire Chief determines to be prudent in the circumstances.
- 2.5 Nothing in this Agreement shall be construed to require a Responding Party or a Fire Chief of a Responding Party to use or authorize the use of personnel, supplies or equipment that are not available at the time a request for assistance is received or that are required to ensure that adequate and responsible fire services are available within the Responding Party's usual service area at all times.

3. INCIDENT SCENE AUTHORITY

- 3.1 The Fire Chief of the Requesting Party shall be responsible for the overall direction and control of the scene of an Incident.
- 3.2 Despite section 3.1, all personnel, supplies and equipment provided by a Responding Party shall be under the control of the Responding Party's Fire Chief at all times.
- 3.3 The Fire Chief of a Responding Party may, in his or her sole discretion and for any reason, order the removal at any time of the Responding Party's personnel, supplies or equipment from an Incident scene, and the Requesting Party and its Fire Chief shall immediately comply with all such orders.

4. INSURANCE

- 4.1 Both parties covenant and agree to maintain fully paid policies of insurance covering any loss of their respective equipment and to provide Workers' Compensation Board coverage for their personnel when engaged in fire fighting duties or rescue duties and adequate public liability and property damage insurance covering all vehicles and personnel employed or used by each such party when engaged in fire fighting or rescue operations in the other's jurisdiction.

5. INDEMNIFICATION

- 5.1 Neither party hereto shall be required to pay the other for any services rendered pursuant to this Agreement.
- 5.2 It is understood and agreed by each party hereto that in providing or receiving assistance under this Agreement, each party shall be fully responsible for the consequences of any error, omission or negligent act on its part or on the part of its employees, volunteers or agents.
- 5.3 The Receiving Party shall indemnify and save harmless the Responding Party, its elected officials, officers, employees, agents, volunteers and contractors from and against any and all claims, demands, actions, causes of action, loss, costs, damages, and expenses due to any act, omission or negligence of the Receiving Party during or relating to the receipt of assistance under this Agreement.

6. CONSULTATION

- 6.1 On a regular basis, and at least annually, the respective Fire Chiefs shall consult with one another on the best way to achieve the objects of this Agreement, namely to improve communication, response, rescue and fire extinguishment and to update each party's emergency contact details.

7. TERMINATION

- 7.1 Either party hereto may terminate this Agreement, for no cause, at any time upon giving to the other party ninety days notice in writing of its intent to so terminate.

8. NOTICE

- 8.1 Except for requests for assistance under this Agreement, any notice which may be or is required to be given under this Agreement shall be in writing and either be delivered or sent by fax transmission, addressed as follows:

(a) To Port Hardy
7360 Columbia Street
Box 68
Port Hardy, BC V0N 2P0
Attention: Corporate Officer

Fax (250) 949-7433

(b) To Port Alice
1061 Marine Drive
Box 130
Port Alice, BC V0N 2N0
Attention: Administrator

Fax (250) 284-3416

IN WITNESS WHEREOF the parties hereto have hereunder signed this agreement on the day and in the year first above written.

DISTRICT OF PORT HARDY)

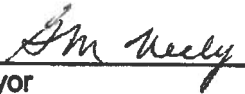


Mayor



Corporate Officer

VILLAGE OF PORT ALICE)



Mayor



Chief Administrative Officer

FIRE PROTECTION AGREEMENT

MEMORANDUM OF AGREEMENT made this **29** day of **APRIL**, 1996

BETWEEN:

REGIONAL DISTRICT OF MOUNT WADDINGTON, 2044 MCNEILL ROAD, P.O. BOX 729, PORT MCNEILL, B.C., VON 2R0

(hereinafter called "Regional District")

OF THE FIRST PART

AND:

THE DISTRICT OF PORT HARDY, PORT HARDY, B.C. herein, acting and represented by the Mayor and Council of the District of Port Hardy.

(hereinafter called the "District of Port Hardy")

OF THE SECOND PART

WHEREAS the Regional District is providing fire protection for the residents of Coal Harbour under the provisions of "Coal Harbour Fire Protection Specified Area Establishment Bylaw #55 (1976), (amended by Bylaw #188, 1983 and again by Bylaw #330, 1989)

AND WHEREAS the District of Port Hardy is providing fire protection for the residents of Port Hardy.

AND WHEREAS the said parties deem it to their mutual benefit to enter into this agreement to provide for cooperation in the use of each party's fire-fighting equipment and personnel.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements hereinafter provided, the Regional District and the District of Port Hardy agree with each other as follows:

- 1. In this agreement the words Coal Harbour Fire Chief shall in his absence mean the most senior officer available and the words Port Hardy Fire Chief shall in his absence mean the most senior officer available.**

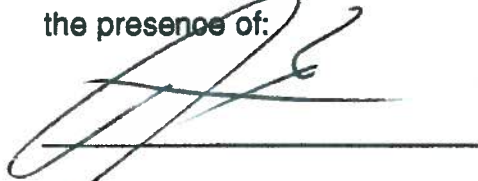
2. That in the event that a fire occurs in the Regional District (Coal Harbour) which in the opinion of the Coal Harbour Fire Chief cannot be fought without assistance from the District of Port Hardy, the Regional District shall have the right to call upon the Port Hardy Fire Department to provide fire fighting equipment and personnel to assist the Coal Harbour Fire Department and in that event the Port Hardy Fire Department shall supply to the Regional District such fire fighting equipment and personnel as it deems advisable under the circumstances.
3. That in the event that a fire occurs in the District of Port Hardy which in the opinion of the Port Hardy Fire Chief cannot be fought without assistance of the Regional District (Coal Harbour), the District of Port Hardy shall have the right to call upon the Coal Harbour Fire Department to provide fire fighting equipment and personnel to assist the Port Hardy Fire Department and in that event the Coal Harbour Fire Department shall supply to the District of Port Hardy such fire fighting equipment and personnel as it deems advisable under the circumstances.
4. In the event that fire fighting equipment and personnel are dispatched from the jurisdiction of one party to the other such equipment and personnel shall be under the direction and control of the Fire Chief of the jurisdiction in which the fire occurs provided however any instructions or directions given by such Fire Chief shall be only communicated to the Fire Chief of the assisting jurisdiction and the personnel and equipment of the assisting jurisdiction shall be under the control of and be responsible only to the Fire Chief of the assisting jurisdiction.
5. In the event that a second fire occurs within the jurisdiction of the party in which the first fire occurs the Fire Chief of the jurisdiction which responds to such second fire shall be the Fire Chief in control of such fire notwithstanding that fire fighting equipment and personnel of the party in whose jurisdiction the second fire occurred shall have responded to such fire.
6. The Regional District and the District of Port Hardy each agree with the other that in the event that either of the said parties invokes the provisions of Section 2 and 3 of this agreement the invoking party shall not be responsible for any loss or damage occasioned to the equipment of the other party or for any injury sustained by the personnel of such other party sustained or suffered as a result of this agreement.

7. Both parties covenant and agree to maintain fully paid policies of insurance covering any loss of their respective equipment and to provide Worker's Compensation Board coverage for their personnel when engaged in firefighting duties and adequate public liability and property damage insurance covering all vehicles and personnel employed or used by each such party when engaged in fire fighting operations in the other's jurisdiction.
8. Neither party hereto shall be required to pay the other for any services rendered pursuant to this agreement.
9. The District of Port Hardy covenants and agrees with the Regional District that it will forever hold and save harmless the said Regional District, of and from all manner of action and causes of action, suits, debts, claims, and demands whatsoever at law or in equity which may hereafter be made against the said Regional District for nonfeasance, misfeasance or negligence as a result of its compliance with the terms of this agreement.
10. Regional District covenants and agrees with the District of Port Hardy that it will forever hold and save harmless the District of Port Hardy of and from all manner of action and causes of action, suits, debts, claims and demands whatsoever at law or in equity which may hereafter be made against the said District of Port Hardy for nonfeasance, misfeasance or negligence as a result of its compliance with the terms of this agreement.

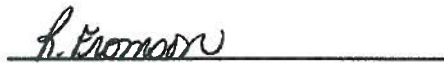
11. Either party hereto may terminate this agreement at any time upon giving to the other party ninety days notice in writing of its intent to so terminate.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals on the day and in the year first above written.

THE REGIONAL DISTRICT OF MOUNT WADDINGTON seal was hereunto affixed in the presence of:



CHAIRMAN



SECRETARY / Clerk

THE DISTRICT OF PORT HARDY seal was hereunto affixed in the presence of:



MAYOR



SECRETARY / Clerk



DISTRICT OF PORT HARDY

BYLAW NO. 1070-2017

A Bylaw to Exempt Certain Properties from Taxation for the Years 2018 and 2019

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

AND WHEREAS the District of Port Hardy has established objectives for Permissive Tax Exemptions as part of its Financial Plan as described in District of Port Hardy Financial Plan 2017 – 2021 Bylaw No. 1061-2017;

AND WHEREAS one current permissive tax exemption previously authorized by Council under Bylaw 1056-2016 will expire on December 31, 2017 and the District deems it appropriate to extend the permissive exemption for that property for an additional two years;

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

PART 1 CITATION

1.1 This Bylaw shall be cited as "District of Port Hardy Permissive Tax Exemptions 2018 and 2019 Bylaw No. 1070-2017".

PART 2 APPLICATION

2.1 The following properties and improvements thereon are exempt from taxation imposed by section 197(1)(a)[municipal property taxes] of the *Community Charter* for the years 2018 and 2019:

- a) Lot 1, Sections 16 and 21, Township 6, Rupert District, Plan VIP52750
Parcel Identifier: 017-432-561
Roll No.: 33427508.506
Civic Address: 5935 Bronze Road
Ownership: Her Majesty the Queen in Right of the Province of British Columbia
Leased by: Tri-Port Speedway Association

2.2 The properties and improvements thereon identified in Bylaw 1056-2016 in sections 2.2 a) thru j) inclusive remain exempt from taxation imposed by section 197(1) (a)[municipal property taxes] of the *Community Charter* for the years 2018 and 2019:

PART 3 SEVERABILITY

3.1 If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

Read a first time the 10th day of October, 2017.

Read a second time 10th day of October, 2017.

Read a third time 10th day of October, 2017.

Adopted on the __th day of October, 2017.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified a true copy of
Bylaw No. 1070-2017 as adopted.

Director of Corporate Services



**DISTRICT OF PORT HARDY
BYLAW 1071-2017
REVENUE ANTICIPATION BORROWING BYLAW**

A Bylaw to provide for the borrowing of money in anticipation of revenue for the year 2018

WHEREAS the District of Port Hardy may not have sufficient money on hand to meet the current lawful expenditures of the Municipality:

AND WHEREAS it is provided by Section 177 of the *Community Charter* that Council may, by bylaw, without the assent of the electors or the approval of the Inspector of Municipalities, borrow, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the Municipality provided that the total of the outstanding liabilities does not exceed the sum of:

- a) The whole amount remaining unpaid of the taxes for all purposes levied during the current year, provided that prior to the adoption of the annual property tax bylaw in any year the amount of taxes during the current year for this purpose shall be deemed to be seventy-five per cent of the taxes levied for all purposes in the immediately preceding year; and
- b) the whole amount of any sums of money remaining due from other governments,

AND WHEREAS the total amount of liability that Council may incur is Three Million Three Hundred Eighty Seven Thousand Dollars (\$3,387,000) being 75% of the whole amount of the taxes levied for all purposes in 2017.

AND WHEREAS there are no liabilities outstanding under Section 177;

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

1. This bylaw may be cited for all purposes as "Bylaw1071-2017 Revenue Anticipation Borrowing Bylaw for 2018".
2. The Council shall be and is hereby empowered and authorized to borrow upon the credit of the municipality, from the Municipal Finance Authority of British Columbia, an amount or amounts not exceeding the sum of Three Million Three Hundred Eighty Seven Thousand Dollars (\$3,387,000).
3. The form of obligation to be given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by one of the Mayor or Council and one of the Director of Financial Services or the Chief Administrative Officer.
4. All unpaid taxes and the taxes of the current year when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
5. Bylaw 1060-2016 – Revenue Anticipation Borrowing Bylaw for 2017 is hereby rescinded.

Read a first time on the ___TH day of _____, 2017.

Read a second time on the ___TH day of _____, 2017.

Read a third time on the ___TH day of _____, 2017.

Adopted by the Municipal Council on the ___TH day of _____ 2017.

DIRECTOR
OF CORPORATE SERVICES

MAYOR

Certified to be a true copy of
District of Port Hardy Bylaw 1071-2017
Revenue Anticipation Borrowing Bylaw for 2018.

Director of Corporate Services