



**MINUTES OF THE DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
DECEMBER 12, 2017
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET**

PRESENT: Mayor Hank Bood, Councillors Pat Corbett-Labatt (by telephone), Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury and Leightan Wishart

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

MEDIA: N. I. Gazette **MEMBERS OF THE PUBLIC:** 6

A. CALL TO ORDER

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

B. APPROVAL OF AGENDA

Mayor Bood advised of an addendum to the agenda under:

F. CORRESPONDENCE

3. Letter from IWC Excavation Ltd. (Dec.11/17) re: Request for exemption from Noise Bylaw No 949, for Project 1220-20-518-2017 Watermain Replacement Fort Rupert Reservoir and Water Treatment Reservoir Site Development.

Bylaw No. 949 A Bylaw to Regulate or Prohibit the Making or Causing of Noise or Sound Within the District of Port Hardy.

Moved/Seconded/Carried

THAT the agenda for the Regular Council meeting of December 12, 2017 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Special Council meeting held November 28, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Special Council meeting held November 28, 2017 be accepted as presented.

2. Minutes of the Committee of the Whole meeting held November 28, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Committee of the Whole meeting held November 28, 2017 be accepted as presented.

3. Minutes of the Regular Council meeting held November 28, 2017.

Moved/Seconded/Carried

THAT the Minutes of the Regular Council meeting held November 28, 2017 be accepted as presented.

D. DELEGATIONS

1. Mayor Bood re: Presentation of District of Port Hardy Certificate of Appreciation to Marg Wilson for volunteer service at the Port Hardy Hospital Auxiliary Society Thrift Store.

2017-200
AGENDA
DEC 12/17
ACCEPTED AS
AMENDED

2017-201
SPECIAL MEETING
MINUTES NOV.
28/17 ACCEPTED

2017-202
COW MEETING
MINUTES NOV.
28/17 ACCEPTED

2017-203
REGULAR
COUNCIL
MEETING
MINUTES NOV.
28/17 ACCEPTED

MARG WILSON
CERTIFICATE OF
APPRECIATION

Mayor Bood advised that it is an honour to recognize Marg Wilson as a citizen who has given outstanding volunteer service to our community. Mayor Bood further commented that those nominating Marg for this award, Catherine Henderson and Heather Evans, advised that Marg Wilson has been a dedicated volunteer who works up to 88 hours per week as well as on statutory holidays. Her ongoing commitment and hard work helps ensure the Port Hardy Auxiliary Thrift Shop can continue to make donations to local organizations which include the Port Hardy Fire Department, BC Ambulance and the Port Hardy Hospital.

Mayor Bood called upon Marg Wilson to come up and receive a District of Port Hardy Certificate of Appreciation.

E. ACTION ITEMS

1. Council action items were received for information.

ACTION ITEMS

F. CORRESPONDENCE

1. Wendy Booth, UBCM President (Nov. 21/17) re: Gas Tax Agreement Community Works Fund Payment of \$111,962.91 was received for information.
2. Jacqueline Zweng, Director, Wounded Warrior Run BC (Nov. 28/17) re: Request for donation of \$1,000 and invitation to attend Wounded Warrior Run, 6:30 am Monday February 19, 2018 at Carrot Park.

Mayor Bood reviewed past Council in kind support and participation in the Wounded Warrior Run. Council members advised they would volunteer their time and support the event in February 2018.

2017-204
WOUNDED
WARRIOR
DONATION
REQUEST

Moved/Seconded/DEFEATED

THAT Council approve a donation of \$1,000 to the Wounded Warrior Run.

ADDENDUM

3. Letter from IWC Excavation Ltd. (Dec.11/17) re: Request for exemption from Noise Bylaw No 949, for Project 1220-20-518-2017 Watermain Replacement Fort Rupert Reservoir and Water Treatment Reservoir Site Development.

Bylaw No. 949 A Bylaw to Regulate or Prohibit the Making or Causing of Noise or Sound Within the District of Port Hardy was received for information.

Council discussed the request by IWC Excavation Ltd. for an exemption from Noise Bylaw No. 949 to allow work at 7:00am on Sundays commencing January 2, 2018. Discussion included:

- Bylaw No. 949 "Quiet Zone" designations including residential areas, schools and places of worship.
- Contractor scheduling work for a 10 and 4 shift – could result in very few Sundays being affected.
- Church services and school classes could be affected by construction noise.
- Asking the contractor to schedule work in school areas during spring break.
- Starting work at 7:30am or 8:00am on Sundays.
- Actual noise timeline from start of shift to start up of equipment estimated at one-half hour.
- Project timeline constraints – one grant extension has been approved.
- Project excavation sites across roadway from churches and schools will help mitigate noise.
- The number of residences in the area that would be affected.

2017-205
IWC EXCAV LTD
EXEMPTION FROM
NOISE BYL NO.949

Moved/Seconded/Carried

THAT Council approve the request by IWC Excavation Ltd. for exemption from Noise Bylaw No. 949 to allow work to start at 7:00am on Sundays commencing January 2, 2018.

Council requested staff advise IWC Excavation Ltd. to be considerate of noise levels in residential, church and school areas when planning their work schedule.

G. NEW BUSINESS

No New Business.

H. COUNCIL REPORTS

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

I. COMMITTEE REPORTS

1. Minutes of the Finance Committee meetings held October 10, 2017; November 9, 2017; November 28, 2017 and Draft minutes of the December 1, 2017 meeting were received for information.

J. STAFF REPORTS

1. Accounts payable for November 2017 was received for information.
2. Heather Nelson-Smith, Director of Corporate Services (Nov.27/17) re: 2018 Council Remuneration Review.

Mayor Bood and Heather Nelson-Smith reviewed the purpose and history of the Council Remuneration Review Committee.

Moved/Seconded/Carried

THAT Council directs staff to proceed with formation of the Council Remuneration Committee for the purposes of conducting the 2018 Council Remuneration Review, AND FURTHER THAT once the Committee has been confirmed, that staff provide it with the necessary background / research information to assist the Committee in conducting its review.

3. Heather Nelson-Smith, Director of Corporate Services (Dec.5/17)
 - a. 2018 Council Appointments to Regional District of Mount Waddington and Vancouver Island Regional Library.

Moved/Seconded/Carried

THAT Council endorses the following external appointments for 2018:
Director - Regional District of Mount Waddington Board of Directors
(4 votes): Mayor Bood

Director - Regional District of Mount Waddington Board of Directors
(3 votes):Councillor Tidbury

Director Regional District of Mount Waddington Hospital Board
(4 votes): Mayor Bood

Director – Regional District of Mount Waddington Hospital Board
(3 votes): Councillor Tidbury

Alternates: Councillor Robertson and Wishart

Where both alternates are required, the votes will be determined by Mayor Bood.

Trustee - Vancouver Island Regional Library Board of Trustees:
Councillor Robertson – Alternate, Councillor Wishart.

- b. Council Committee Appointments.

2017-206
COUNCIL
REMUNERATION
REVIEW
COMMITTEE

2017-207
COUNCIL 2018
APPTS TO RDMW
& VIRL

2017-208
2018 COUNCIL
COMMITTEE
APPOINTMENTS

Moved/Seconded/Carried

THAT Council endorses the following committee structure and Council appointments for 2018:

STANDING COMMITTEES OF COUNCIL

EXECUTIVE COMMITTEE: Mayor Bood, (Chair) Councillors: Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury, Leightan Wishart Staff: Chief Administrative Officer. Meeting dates: To be announced.

FINANCE COMMITTEE – Budget, Financial Planning
Mayor Bood, (Chair); Councillors: Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury, Leightan Wishart Staff: Director of Finance, Chief Administrative Officer. Meetings: Quarterly or as required.

OPERATIONAL SERVICES COMMITTEE – Parks, Public Works, Utilities
Councillors: Dennis Dugas (CHAIR), Rick Marcotte, Leightan Wishart Staff: Chief Administrative Officer, Director of Operations and/or designate. Meetings: Third Monday of the Month.

FIRST NATIONS RELATIONS COMMITTEE – Revitalizing Relationships
Councillors: Pat Corbett-Labatt (Chair), Leightan Wishart Staff: Chief Administrative Officer and/or designate. Meetings: Second Tuesday of the Month.

PARKS & RECREATION REVIEW COMMITTEE
Councillors: Fred Robertson (Chair) John Tidbury, Pat Corbett-Labatt Staff: Chief Administrative Officer, Director of Operations and/or designate. Meetings: Third Wednesday of the Month.

SELECT COMMITTEES OF COUNCIL

Community Consultative Committee: Councillors Dennis Dugas, Rick Marcotte (Chair) Staff: Director of Corporate & Development Services. Meetings: As required.

Emergency Planning Committee: Councillors Rick Marcotte, John Tidbury, Leightan Wishart (Chair) Emergency Coordinator. Staff Liaison: Director of Corporate Services. Meetings: Quarterly or as required.

Tourism Advisory Committee: Councillor Dennis Dugas, Councillor Rick Marcotte (chair selected by committee) Staff: Allison McCarrick, CAO; Adrian Maas, Director of Financial Services. Meetings: As required.

Cannabis Advisory Planning Committee: Councillor Leightan Wishart. Staff: Heather Nelson-Smith, Director of Corporate Services. Meetings: As required

DEPUTY MAYOR

August 1, 2017 – March 31, 2018 Councillor Fred Robertson
April 1, 2018 – November 4, 2018 Councillor Leightan Wishart

EXTERNAL ORGANIZATIONS

MaPP - Marine Plan Partnership (Oct 30/17)	Councillor Leightan Wishart Alternate: Councillor Fred Robertsor
Mount Waddington Regional Transportation Committee	Councillor John Tidbury
Mount Waddington Table of Partners (Health)	Councillor Pat Corbett-Labatt and Councillor Fred Robertson
Mount Waddington Table of Partners: Wellness First	Councillor Fred Robertson, and Councillor Pat Corbett-Labatt
North Island Regional Emergency Planning Committee	Councillor John Tidbury

BC Ferries Northern Advisory	Councillor Fred Robertson
Island Coastal Economic Trust	Mayor Hank Bood
Job Fair Committee	Councillor Fred Robertson
Municipal Insurance Association	Mayor Hank Bood – Voting Delegate Alternates: Councillor John Tidbury and Councillor Rick Marcotte
Port Hardy Fire Rescue	Councillor Leightan Wishart
Port Hardy Heritage Society (Museum)	Councillor Fred Robertson
Port Hardy Twinning Society	Councillor Corbett-Labatt
Poverty Pilot Program	Councillor Fred Robertson
Collaborative Health Care Working Group	Councillor Leightan Wishart
Scott Islands Advisory	Councillor Rick Marcotte
Hardy Bay Seniors Citizens Society	Councillor Pat Corbett-Labatt
Vancouver Island North Tourism (VINTAC)	Councillor Dennis Dugas
Vancouver Island North Woodlands Advisory Group	Councillor John Tidbury

4. Heather Nelson-Smith, Director of Corporate Services (Nov.17/17) re: Council Communications.

Heather Nelson-Smith advised the suggestion to create a Council Communications plan came from comments brought back from the September UBCM Convention regarding advertising Council achievements, committee discussions and general successes on a regular basis.

NO ACTION
COUNCIL
COMMUNICATION
PLAN

Council members discussed:

- Council and staff time involved in preparing reports.
- Council minutes and committee minutes already posted online for public review.
- Council members currently report on recent activities at each Council meeting.

Council agreed by consensus that no action would be taken at this time regarding a Council Communication Plan.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1068-2016 A Bylaw to Regulate Smoking in the District of Port Hardy.
For Adoption.

Moved/Seconded/Carried

THAT Bylaw 1068-2016 A Bylaw to Regulate Smoking in the District of Port Hardy be adopted.

2. Bylaw 1072-2017 A Bylaw to Amend the Annual Five-Year Financial Plan for the Period 2017-2021. For Adoption.

Moved/Seconded/Carried

THAT Bylaw 1072-2017 A Bylaw to Amend the Annual Five-Year Financial Plan for the Period 2017-2021 be adopted.

3. Bylaw 1073-2017 A Bylaw For District of Port Hardy User Rates and Fees for 2018.
For First, Second and Third Readings.

Moved/Seconded/Carried

THAT Bylaw 1073-2017 A Bylaw For District of Port Hardy User Rates and Fees for 2018.
receive First, Second and Third Readings

2017-209
BYL 1068-2016
ADOPTED

2017-210
BYL 1072-2017
TO AMEND BYL
1061-2017 ANNUAL
FINANCIAL PLAN
ADOPTED

2017-211
BYL 1073-2017
2018 USER RATES
& FEES 1ST 2ND 3RD
READINGS.

L. PENDING BYLAWS

A Bylaw to Provide Regulations for the Control of Burning and Smoke.

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

2017-212
ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 7:40pm

CORRECT

APPROVED

Original signed by:

DIRECTOR OF
CORPORATE SERVICES

MAYOR