DISTRICT OF PORT HARDY

AGENDA
COUNCIL MEETING
7:00 PM TUESDAY MAY 22, 2018
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
               Lynda Sowerby, Director Financial Services
               Abbas Farahbakhsh, Director Operational Services
               Leslie Driemel, Recording Secretary
A. CALL TO ORDER

B. APPROVAL OF AGENDA AS PRESENTED (or amended)
   Motion required. 1. 2.

C. ADOPTION OF MINUTES
   1. Minutes of the Committee of the Whole meeting held April 24, 2018.
      Motion required. 1. 2.
   2. Minutes of the Committee of the Whole meeting held May 8, 2018
      Motion required. 1. 2.
      Motion required. 1. 2.
      Motion required. 1. 2.
   5. Minutes of the Public Hearing held May 9, 2018.
      Motion required. 1. 2.
   6. Minutes of the Committee of the Whole meeting held May 9, 2018
      Motion required. 1. 2.

D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL
   No Delegations

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

F. NEW BUSINESS
   No New Business in agenda package.

G. CORRESPONDENCE
   1. Rob Fleming, Minister of Education (Apr 23/18) re: Premier’s Awards for Excellence in Education. For information.

H. COUNCIL REPORTS
   1. Verbal Reports from Council members.

I. COMMITTEE REPORTS
   1. Draft minutes of the Bear Smart Port Hardy meeting held May 11, 2018.
   2. Recommendations from the Parks, Recreation, Arts and Culture Committee meeting held May 14, 2018.
      a) *Parks, Recreation, Arts & Culture Committee recommends that Council offer Ocean Argyre the opportunity to paint her presented mural on the District Sea-Can container being purchased to house emergency preparedness supplies which will be located near
the tennis courts and that staff be directed to enter into an installation and maintenance agreement with Ocean if the offer is accepted.”

Motion required. 1. 2.

29-30
b) “Parks, Recreation, Arts & Culture Committee recommends that Council authorize the Port Hardy Rotary Club be permitted to place the donated windmill blade at the agreed upon location located on the District property at the corner of Highway 19 and the Bear Cove Highway and that staff be directed to enter into an installation and maintenance agreement with the Port Hardy Rotary Club prior to the installation.”

Motion required. 1. 2.

J. STAFF REPORTS

31
1. CP.2.5 Fire Department Remuneration Policy Amendment.

Motion required. 1. 2.

32-33

Motion required. 1. 2.

K. CURRENT BYLAWS AND RESOLUTIONS

48-49
1. Bylaw 1078-2018 A Bylaw to Amend District of Port Hardy Zoning Bylaw No. 1010-2013 (addition of CD-9 Comprehensive Development 9) Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive. For 2nd and 3rd Reading and Adoption.

Motion required. 1. 2.

50-53
2. Bylaw 1080-2018 A Bylaw to Amend District of Port Hardy Zoning Bylaw No. 1010-2013 Cannabis Retail Amendments. For 1st Reading.

Motion required. 1. 2.

L. PENDING BYLAWS

None

M. INFORMATION AND ANNOUNCEMENTS

May 25. Committee: Bear Smart Port Hardy noon, Council Chambers
May 28. Committee: Emergency Planning Noon, Council Chambers
May 31. Committee: Occupational Health & Safety, 8:30 am Council Chambers
June 4. Council: Committee of the Whole, 3:00 pm, Council Chambers
June 7. Committee: Tourism Advisory, 2:00 pm Council Chambers
June 12. Committee: First Nations Relations, 3:00pm Council Chambers
June 13. Council: Regular Council Meeting, 7:00 pm Council Chambers
June 18. Committee: Operational Services, 3:00 pm Council Chambers
June 20. Committee: Parks, Recreation, Arts & Culture, 3:00 pm Council Chambers
June 26. 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:
A. CALL TO ORDER
Mayor Bood called the meeting to order at 6:15 pm.

B. APPROVAL OF AGENDA
Moved/Seconded/Carried
THAT the agenda for the Committee of the Whole meeting of April 24, 2018 be accepted as presented.

C. STAFF REPORTS

1. Heather Nelson-Smith, Director Corporate Services (Apr.4/18) re: Short Term Vacation Rentals / Airbnb was received for information.

Heather Nelson-Smith reviewed the issues and concerns regarding short term vacation rentals including:
- current bed and breakfast regulations.
- how short-term rentals fit in with Official Community Plan and MRDT tax (hotel tax - does not apply to accommodations with less than 4 units).
- supply of affordable rental housing.
- residential concerns and bylaw enforcement.
- benefits to homeowners and the community.

Council discussion included:
- Concerns regarding properties used as short-term rentals when long term rentals are in short supply.
- Residential tax rates on properties used as a short-term vacation rental business.
- Non-resident property owners are not always fully committed to the community.
- The need to be proactive and have bylaw tools to regulate short term vacation rentals.

Council directed staff to engage the community through the Community Consultative Committee and including local businesses offering nightly accommodation for input to permitting and regulation of short term vacation rentals.

2. Allison McCarrick, CAO re: Telus Update.

Allison McCarrick advised Council that Telus has offered to wrap 3-5 kiosks at no charge. Historical photos are being researched for the project.
DELEGATION

RCMP RE: QUARTERLY REPORT (JAN-MAR /18).

D. DELEGATION


   RCMP stats: January – March 2018 were received for information.
   RCMP stats: January – March 2017 were received for information.

   Staff Sergeant Olsen provided an overview of the RCMP activities for the first quarter of 2018. The review included numbers and types of case files and comparisons of the same period in 2017.

   Council discussion with Staff Sgt. Olsen included:
   • Improved category and subcategory reporting.
   • 3 new off-road vehicles at the detachment.
   • Bike patrols being done as able.
   • False/abandoned 911 calls often pocket dialing or children using phones.

D. NEW BUSINESS

None

E. ADJOURNMENT

MOVED

THAT the Committee of the Whole adjourn. Time: 6:58 pm

CORRECT

APPROVED

DIRECTOR OF CORPORATE SERVICES

MAYOR
A. CALL TO ORDER
Mayor Bood called the meeting to order at 6:20 pm.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried
THAT the agenda for the Committee of the Whole meeting of May 8, 2018 be accepted as presented.

C. DELEGATION


- MNP LLP - District of Port Hardy Audit Findings Report for the Year Ending December 31, 2017 (May 8, 2017) was received for information.
- Draft Audited Consolidated Financial Statements were received for information.
- Statement of Financial Information was received for information.

Mr. Vanderhorst reviewed with Council:
- Revenue and Expenses - 2017 compared to 2016.
- Audit Testing methods.

Mr. Vanderhorst advised that there was nothing unusual to report from the audit and that District staff is very cooperative and easy to work with.

Moved/Seconded/Carried
The Committee of the Whole recommends that Council approve the December 31, 2017 Draft Audited Consolidated Financial Statements, the 2017 Statement of Financial Information as prepared by staff and accept the Auditor’s Report as presented.
2. Ben York, Acting Inspector, Officer in Charge, West Coast Region, BC Conservation Service and Sergeant Mike Newton, Conservation Officer.

Acting Inspector York reviewed and discussed with Council:
• His years of service with the Conservation Office, including time spent in the Port Hardy area.
• The Province’s decision to hire 21 more conservation officers province wide.
• Advised of the North Island Zone coverage and the zone coverage model used to deploy officers where and as needed.
• The need to educate the public to report all wildlife sightings in urban areas to the Conservation Service, not just report sightings on social media, so that wildlife interaction can be resolved before dangerous incidents happen.
• Currently in consultation with DFO on leasing space in Port Hardy office.
• Cougar sightings and the need to have timely response in the area.
• Bear Smart Port Hardy is the second such organization on Vancouver Island.

Council members thanked Acting Inspector York and Sgt Newton for coming to Council and for the informative update they provided.

D. ADJOURNMENT

MOVED
THAT the Committee of the Whole adjourn. Time: 7:02 pm

CORRECT APPROVED

__________________________________
DIRECTOR OF CORPORATE SERVICES

__________________________________
MAYOR
A. CALL TO ORDER

Mayor Bood called the meeting to order at 5:48 pm.

B. APPROVAL OF AGENDA AS PRESENTED

Moved/Seconded/Carried
THAT the agenda for the Special Meeting of Council May 8, 2018 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:

Subject matter related to Community Charter 90-1:

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Moved/Seconded/Carried
THAT in accordance with section 92 of the Community Charter, that the meeting be closed to the public as per subject matter related to Community Charter:

Section 90 1 (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

D. ADJOURNMENT

Moved
THAT the Special Meeting of Council adjourn. Time: 6:18 pm

CORRECT
APPROVED

DIRECTOR OF CORPORATE SERVICES
MAYOR
PRESENT: Mayor Hank Bood, Councillors Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury, Leighton Wishart

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

MEDIA: North Island Gazette MEMBERS OF THE PUBLIC: None

A. CALL TO ORDER

Mayor Hank Bood called the meeting to order at 7:05 pm. He acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried THAT the agenda for the Regular Council meeting of May 8, 2018 be accepted.

C. ADOPTION OF MINUTES

1. Minutes of the Regular Council meeting held April 24, 2018.

Moved/Seconded/Carried THAT the minutes of the Regular Council meeting held April 24, 2018 be accepted.

D. DELEGATIONS


Brent Borg, Fire Chief reviewed the activities of Port Hardy Fire Rescue for the months of January to March 2018. Review and discussion with Council included:

- Renovations at Fire Hall #1.
- Implementing Fire Pro program.
- Type and number of calls.
- Training.
- Membership at Fire Hall 1 and challenges of increasing membership at Fire Hall 2.
- Community involvement.
- 50th anniversary planning for June 30th weekend.
- Creating a video for a presentation at Gwa’sala’-Nakwaxda’xw First Nation house fire demonstration.
- Total member hours for the quarter were 4,535.

Fire Chief Borg commented that Port Hardy Fire Rescue members are keen to grow the department, eager to learn and members participate as needed.

Mayor Bood thanked Chief Borg for his report and commented that Port Hardy Fire Rescue is providing excellent service to the community.

E. ACTION ITEMS

1. Council action items were received for information.
2. Donation of round trip flight tickets from Pacific Coastal Airlines.

**Moved/Seconded/Defeated**

THAT Council donate the Pacific Coastal round flight tickets to Port Hardy Secondary School Breakfast Club.

Further Council discussion of the donation included:
- Donate the flight for a child’s medical emergency flight. It was commented that it is not clear how the District would identify a specific need, that Pacific Coastal often provides emergency flights and that Angel Flights also provides emergency flight services.
- Donate to Port Hardy Secondary School Breakfast Club to use as a fundraiser. The Breakfast Club benefits all students at PHSS by providing a meal to start the day.
- Donate to The Hub to use as a fundraiser. The Hub is an organization that will provide services and benefit to all ages in Port Hardy.
- A community oriented cause is the best use of the donation.

Council agreed to a blind draw between the Port Hardy Secondary School Breakfast Club and The Hub. The winner of the draw was the Port Hardy Secondary School Breakfast Club. Council directed staff to contact Port Hardy Secondary School regarding the prize.

**F. CORRESPONDENCE**

1. Jay Dixon, Principal, North Island Secondary School (Apr.18/18) re: Invitation to attend NISS ‘Namwiyut (Family) Totem Pole Celebration was received for information.


**Moved/Seconded/Carried**

THAT Council proclaim May as Missing Children’s Month AND THAT May 25, 2018 be proclaimed Missing Children’s Day in Port Hardy.

Councillor Corbett-Labatt advised activities planned include promotion on social media, a green ribbon campaign and a Child Find Identification event May 25, 2018 at the Aquatic Center.


**Moved/Seconded/Carried**

THAT Council provide a letter of support for the Salvation Army, Mount Waddington Region funding application for the Enabling Accessibility Project.

**G. NEW BUSINESS**

No New Business.

**H. COUNCIL REPORTS**

Councillors Pat Corbett-Labatt, Dennis Dugas, Rick Marcotte, Fred Robertson, John Tidbury and Leighton Wishart 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 Bear Smart Port Hardy Committee meeting held Thursday April 26, 2018 was received for information.

2. Committee of the Whole meeting held May 8, 2018. The Committee of the Whole recommends:
   THAT Council approve the December 31, 2017 Draft Audited Consolidated Financial Statements, the 2017 Statement of Financial Information as prepared by staff and accept the Auditor's Report as presented.

Moved/Seconded/Carried
THAT Council approve the December 31, 2017 Draft Audited Consolidated Financial Statements, the 2017 Statement of Financial Information as prepared by staff and accept the Auditor’s Report as presented.

J. STAFF REPORTS

1. Accounts Payable for April 2018 was received for information.

2. Lynda Sowerby, Director of Finance (May 8/18) re: Short Term Capital Borrowing.

Moved/Seconded/Carried
THAT Council approve, under section 175 of the Community Charter, short term borrowing in the amount of $26,775.68 to be repaid within five years, with no rights of renewal, with payment for the annual principal and interest to be funded from general taxation.

K. CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1079-2018 A Bylaw to Set the 2018 Annual Tax Rates. For Adoption.

Moved/Seconded/Carried
THAT Bylaw 1079-2018 A Bylaw to Set the 2018 Annual Tax Rates be adopted.

L. PENDING BYLAWS

1. Bylaw 1078-2018 A Bylaw to Amend District of Port Hardy Zoning Bylaw No. 1010-2013 (addition of CD-9 Comprehensive Development 9) Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive.

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: 7:53pm

CORRECT
APPROVED

______________________ _______________________
DIRECTOR OF MAYOR
CORPORATE SERVICES

2018-097
2017 AUDITED FINANCIAL STATEMENTS AND SOFI ACCEPTED

2018-088
SHORT TERM CAPITAL BORROWING OF $26,775.68 APPROVED

2018-089
BYL 1079-2018 ANNUAL TAX RATES FOR 2018 ADOPTED

2018-090
ADJOURNMENT

______________________ _______________________
DIRECTOR OF CORPORATE SERVICES

MAYOR
Mayor Hank Bood, called the Public Hearing to order at 1:00 pm.

Mayor Bood advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1078-2018. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

Mayor Hank Bood advised that notice of this public hearing was published in the North Island Eagle Newspaper on April 27, 2018 and North Island Gazette Newspaper on May 2, 2018 and was posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, BC. A notice was also mailed to the owners and tenants of the properties within 50 metres of the subject property and the notice and applications were made available on the website.

Mayor Bood indicated that all persons who believe that their interests are affected by proposed Bylaw No. 1078-2018 will be given an opportunity to be heard respecting matters contained in the Bylaws.

The Director of Development Services then reviewed the bylaw and explained the intent of the proposed changes to the bylaw.

**Bylaw 1078-2018**

a) Table 5.1 in section 5.1 of Part 5 is amended by adding a new zone listing at the very end of the Table as follows:

| CD-9: Comprehensive Development 9 | CD-9 |

b) Part 12: Comprehensive Development Zones is amended by adding a new section 12.5 CD-9: Comprehensive Development 9 as shown on Schedule “A” to this Bylaw.

c) The list of zones included in the legends titled “Zoning Descriptions” on each of Schedules A, B, C and D are amended by including “CD-9: Comprehensive Development 9”.

d) Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive to the CD-9: Comprehensive Development Zone 9.
12.5 CD-9: COMPREHENSIVE DEVELOPMENT ZONE 9

The purpose of this zone is to provide a mixed-use Strata development to allow the range of uses permitted in the RM-1: Multiple Unit Residential with the additional provision of Duplex Dwellings and all property will be common property. The property located at 8700 Park drive is legally described as Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188.

(a) The following principal uses are permitted:
   (1) Duplex Dwelling
   (2) Apartment Dwelling
   (3) Attached Dwelling
   (4) Community Care Facility

(b) The following accessory uses are permitted:
   (1) Minor Home Occupation (see section 3.12)
   (2) One common Accessory Building (see section 3.9)

(c) The following conditions of use apply:
   (1) Outdoor amenity space equal to 15.0 square metres per Apartment Dwelling and Attached Dwelling shall be provided on the same parcel.

(d) The following siting, size and dimension requirements apply:

<table>
<thead>
<tr>
<th>Setbacks</th>
<th>Buildings</th>
<th>Accessory Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
</tr>
<tr>
<td>Rear Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
<tr>
<td>Interior Side Yard</td>
<td>Minimum of 3.0 metres (9.84 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Floor Area</th>
<th>Minimum Gross Floor Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>32.0 square metres (344.45 square feet)</td>
</tr>
<tr>
<td>One Bedroom</td>
<td>55.7 square metres (599.55 square feet)</td>
</tr>
<tr>
<td>Two Bedroom</td>
<td>74.3 square metres (799.78 square feet)</td>
</tr>
<tr>
<td>Three Bedroom</td>
<td>92.5 square metres (995.66 square feet)</td>
</tr>
<tr>
<td>Four Bedroom</td>
<td>111.5 square metres (1,200.18 square feet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Size of Buildings and Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Height (All Buildings)</td>
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<tr>
<td>Maximum Parcel coverage</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parcel Area and Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Parcel Area</td>
</tr>
</tbody>
</table>
The Director of Corporate Services reported to Council that no comments were received in advance of the Public hearing to share with the Council.

Mayor Bood called the first time for speakers to the proposed bylaw amendment Bylaw 1078-2018.

**Derek Venter, Derek Venter Architectural Design Architect for the project.**
The purchasers of the property require a rezone in order to purchase the property. People want to see what the development is going to look like, but in this case the developer can not spend money on the design of the project until it has the rezone and subsequently the purchase of the property complete.

Mayor Bood called the second time for speakers to the proposed bylaw amendment Bylaw 1078-2018.

**Ross Stone, property owner 8920 Seaview Drive**
Would like to find out more about the project – how many units are private dwellings and how many will be for rental accommodations? How are they sold, as a lump or individually?

Mayor Bood requested the Developer to respond to the question.

**Derek Venter, Derek Venter Architectural Design Architect for the project.**
If we are doing a project of this lot size in Langley, 170 units could be fit onto the property, however we know that this type of development will not be suitable in Port Hardy. The draft drawing (which is not a final drawing but an idea of what may be done on the property) shows approximately 70-80 units. The vision from the client, is to create a space to live and to experience nature.

Currently we are looking at some rental units, that is up to the client, and the province is providing an incentive through grant funding. Any person could buy a unit and rent it out as well. We have not yet talked about nightly rentals and can not comment on that.

**Councillor Wishart**
Stated that he received a call from a citizen regarding the rezoning expressing concern that the complex is across from the Gwa'sala-'Nakwaxdáxw Nations reserve and wondered if there was the potential to move members from the reserve to this property?

**Derek Venter, Derek Venter Architectural Design Architect for the project.**
Stated that he has no information regarding the question. The intention of the project is to have people move here, however the units can be sold again after the development and it is unclear what that would look like.

**Kathleen Davidson, property owner 7540 Market Street**
Who is the developer and who has hired the developer?
How do you propose to develop the property avoiding the potential two eagle’s nests on the property? And what do you envision as a community care facility?

**Derek Venter, Derek Venter Architectural Design Architect for the project.**
Hired by the developer, Pathfinder Development who is the development manager, and he acts on behalf of the owner of the property, the property purchasers are Gwa’sala-‘Nakwaxdáxw Nations. The eagle’s nests are regulated through the Wildlife Act and there are rules that will have to be adhered to. At the moment the vision is to create a building that people can gather, washrooms, offices, commercial kitchen approx. 2000 square feet.

**Gerry Davidson, property owner 7540 Market Street**
There doesn’t appear to be a plan except for a few options in the zoning amendment?
Derek Venter, Derek Venter Architectural Design Architect for the project
Explained that in order for the developer to plan the property the zone must accommodate that. The cost of planning a development of this type is about $150,000 and it is unreasonable to plan this without a specific zone attached to the property that will allow for the planning of the development.

When the proposal was considered the developer worked with District staff to see what was permissible in the zoning in other areas to ensure consistency with other types of multi family zoning. The setbacks and the heights were reviewed and were copied so that we would not have a disproportionate development from what is currently in Port Hardy.

Gerry Davidson, property owner 7540 Market Street
There are two eagle’s nests on the top right of the property. Tourist draw from Tsulaquate Park. Any disturbance will be detrimental to tourism.
In addition, assessment of the drainage, water, sewer and roads. This development is different from an apartment block.
Why give a zoning change when you don’t know what will happen?

Heather Nelson-Smith, Director of Corporate Services
The Official Community Plan (OCP) is the District’s guiding document. When a re-zone application comes to the District we review the land designations as set out in the OCP and see if the intention is consistent. In this case, the District has labeled this area as Comprehensive Development Zone -1 which encourages a mix of residential densities as well as mixed commercial residential use with trails and commuting opportunities.

We looked at other areas where we allow multiple unit residential or multi family. In the Multi family zones we currently permit apartments, attached dwellings and community care facility. The applicant wanted to also permit the ability to add in duplex dwellings from the current zoning to allow for flexibility in development. The addition to the multi family of the duplex dwellings required the District to consider a comprehensive or site-specific development to this property.

The District also has a Development Permit requirement which requires the developer to conform to the form and character as set out in the OCP as well as a subdivision approval process which will review the works and services required for the development.

In a lot of cases the developer owns the land and will apply for the rezone, subdivision and development permit at the same time, but this is typically common on lots where the owners have most of the uses permitted on a property.

Gerry Davidson, property owner 7540 Market Street
Do you think it is a good idea to increase the population in a tsunami zone?

Heather Nelson-Smith, Director of Corporate Services
Our OCP does not say you can’t develop in a tsunami zone.

Derek Venter, Derek Venter Architectural Design Architect for the project
The tsunami and flood planes are reviewed as part of the design of any development.

Ross Stone, property owner 8920 Seaview Drive
What kind of building structures? Straw, stick or brick, and what kind of finish?

Derek Venter, Derek Venter Architectural Design Architect for the project
Diversity and no straw buildings, from a finish point of view, the developer is looking for energy efficient houses and the firm will be designing passive houses that reduce energy consumption up to 90%.
This sets the standard in a construction point of view. From a finish point of view this development will have a wide range of finishes.

Mayor Bood called the third time for speakers to the proposed bylaw amendment Bylaw 1075-2018.

**Kathleen Davidson, property owner 7540 Market Street**
The artist rendering shows the access from Rupert Street is there any possibility that the access won’t come off of Rupert Street as Park Drive is a blind corner.

**Derek Venter, Derek Venter Architectural Design Architect for the project**
The intention is to access the property from Rupert Street.

Mayor Bood called again for speakers to the proposed bylaw amendment Bylaw 1078-2018. No comments.

No final comments or input was forthcoming

The Public Hearing was adjourned at 1:32pm to reconvene at 6:00pm.

Mayor Bood reopened the Public Hearing at 6:00pm.

Mayor Bood advised that this public hearing is being held in accordance with the *Local Government Act* to allow the public to make representations to the District of Port Hardy regarding proposed District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1078-2018. He indicated a copy of the proposed Bylaw is available at the table by the entrance to the Council Chambers.

Mayor Hank Bood advised that notice of this public hearing was published in the North Island Eagle Newspaper on April 27, 2018 and North Island Gazette Newspaper on May 2, 2018 and was posted on the public notice board at the District of Port Hardy Municipal Hall located at 7360 Columbia Street, Port Hardy, BC. A notice was also mailed to the owners and tenants of the properties within 50 metres of the subject property and the notice and applications were made available on the website.

Mayor Bood indicated that all persons who believe that their interests are affected by proposed Bylaw No. 1078-2018 will be given an opportunity to be heard respecting matters contained in the Bylaws.

The Director of Development Services then reviewed the bylaw and explained the intent of the proposed changes to the bylaw.

**Bylaw 1078-2018**

**e)** Table 5.1 in section 5.1 of Part 5 is amended by adding a new zone listing at the very end of the Table as follows:

| CD-9: Comprehensive Development 9 | CD-9 |

**f)** Part 12: Comprehensive Development Zones is amended by adding a new section 12.5 CD-9: Comprehensive Development 9 as shown on Schedule “A” to this Bylaw.

**g)** The list of zones included in the legends titled “Zoning Descriptions” on each of Schedules A, B, C and D are amended by including “CD-9: Comprehensive Development 9”.

**h)** Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive to the CD-9: Comprehensive Development Zone 9.
SCHEDULE “A” TO BYLAW NO. 1078-2018

12.6 CD-9: COMPREHENSIVE DEVELOPMENT ZONE 9

The purpose of this zone is to provide a mixed-use Strata development to allow the range of uses permitted in the RM-1: Multiple Unit Residential with the additional provision of Duplex Dwellings and all property will be common property. The property located at 8700 Park drive is legally described as Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188.

(e) The following principal uses are permitted:
   (5) Duplex Dwelling
   (6) Apartment Dwelling
   (7) Attached Dwelling
   (8) Community Care Facility

(f) The following accessory uses are permitted:
   (3) Minor Home Occupation (see section 3.12)
   (4) One common Accessory Building (see section 3.9)

(g) The following conditions of use apply:
   (2) Outdoor amenity space equal to 15.0 square metres per Apartment Dwelling and Attached Dwelling shall be provided on the same parcel.

(h) The following siting, size and dimension requirements apply:

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</thead>
<tbody>
<tr>
<td>Front Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
</tr>
<tr>
<td>Rear Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
<tr>
<td>Interior Side Yard</td>
<td>Minimum of 3.0 metres (9.84 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Floor Area</th>
<th>Minimum Gross Floor Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dwelling</td>
<td></td>
</tr>
<tr>
<td>Studio</td>
<td>32.0 square metres (344.45 square feet)</td>
</tr>
<tr>
<td>One Bedroom</td>
<td>55.7 square metres (599.55 square feet)</td>
</tr>
<tr>
<td>Two Bedroom</td>
<td>74.3 square metres (799.78 square feet)</td>
</tr>
<tr>
<td>Three Bedroom</td>
<td>92.5 square metres (995.66 square feet)</td>
</tr>
<tr>
<td>Four Bedroom</td>
<td>111.5 square metres (1,200.18 square feet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Size of Buildings and Structures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Height (All Buildings)</td>
<td>11.0 metres (36.09 feet)</td>
</tr>
<tr>
<td>Maximum Parcel coverage</td>
<td>50%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parcel Area and Dimensions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Parcel Area</td>
<td>23,060 square metres (248,215.77 square feet)</td>
</tr>
</tbody>
</table>
Mayor Bood called the first time for speakers to the proposed bylaw amendment Bylaw 1078-2018.

**Laura Burns, Property Owner 7550 Market Street**  
Came to the meeting for more information on the application. Raised concerns over the eagle's nests and the natural habitat.  
Also, that it does not make sense to develop in a tsunami zone and put the strain on emergency responders to evacuate the area.

**Derek Venter, Derek Venter Architectural Design Architect for the project**  
The intent is to develop the site for 70-80 units. The intention is to preserve as much of the natural aspects of the site as they are hoping to attract long term purchasers and those purchasers will want as much of the natural landscape preserved.  
In relation to the tsunami zone, tsunami and flood planes are reviewed as part of the design of any development.

**Justin Reusch, property owner 8730 Seaview Drive**  
Concerns over the use of the property for high density purposes including noise, increased foot and vehicle traffic, conflicts with neighbours, small parcel with too much coverage and unclear as to who the property owner is.

**Derek Venter, Derek Venter Architectural Design Architect for the project.**  
If we are doing a project of this lot size in Langley, 170 units could be fit onto the property, however we know that this type of development will not be suitable to Port Hardy. The draft drawing (which is not a final drawing but an idea of what may be done on the property) shows approximately 70-80 units.  
The vision from the client, is to create a space to live to experience nature and to keep the natural environment.

Pathfinder Development is the development manager, and he acts on behalf of the owner of the property, the property purchasers are Gwa'sala-'Nakwaxda'xw Nations.

**Heather Nelson-Smith, Director of Corporate Services**  
The Official Community Plan (OCP) is the District’s guiding document. When a re-zone application comes to the District we review the land designations as set out in the OCP and see if the intention is consistent. In this case, the District has labeled this area as Comprehensive Development Zone -1 which encourages a mix of residential densities as well as mixed commercial residential use with trails and commuting opportunities.

We looked at other areas where we allow multiple unit residential or multi family. In the Multi family zones we currently permit apartments, attached dwellings and community care facility. The applicant wanted to also permit the ability to add in duplex dwellings from the current zoning to allow for flexibility in development. The addition to the multi family of the duplex dwellings required the District to consider a comprehensive or site-specific development to this property.

The District also has a Development Permit requirement which requires the developer to conform to the form and character as set out in the OCP as well as a subdivision approval process which will review the works and services required for the development.

In a lot of cases the developer owns the land and will apply for the rezone, subdivision and development permit at the same time, but this is typically common on lots where the owners have most of the uses permitted on a property.
Mayor Bood called the second time for speakers to the proposed bylaw amendment Bylaw 1078-2018.

**Laura Burns, Property Owner 7550 Market Street**
Wondered if the low vacancy rate is driving this type of development because the low vacancy rate may be skewed.

Mayor Bood called again for speakers to the proposed bylaw amendment Bylaw 1078-2018.
No comments.

No final comments or input was forthcoming.

CERTIFIED CORRECT:

_________________________  
MAYOR

_________________________
DIRECTOR
OF CORPORATE SERVICES
A. CALL TO ORDER

Mayor Bood called the meeting to order at 11:05 am.

B. APPROVAL OF AGENDA

Moved/Seconded/Carried

THAT the agenda for the Committee of the Whole meeting of May 9, 2018 be accepted as presented.

C. DELEGATION

1. Doug Robertson, AScT, CEM, Controls and Contracting Sales, Trane Energy Services and Controls, Trane Canada re: Presentation to Council on ammonia free chiller units

Mr. Robertson gave a presentation that included information on:

- Trane is a U.S. based company.
- History of refrigerants.
- Different effects of refrigerants – ammonia vs Freon.
- Trane offers a self-contained unit rather than built on site.
- Difference between air-cooled system and water-cooled system.
- There is no heat recovery with the air-cooled system whereas there is with the water-cooled system.
- Water-cooled systems are more expensive, involve more pumps and piping.
- 1-year warranty.
- May purchase up to a 10-year warranty.
- May be leased.
- Lifespan approximated at 23 years.

General discussion with Council included:

- Safety
- Rinks where Freon based systems are in use
- Ice quality
- Pricing
- Energy use
- Staffing
- WorksafeBC and Technical Safety BC Regulations

Mr. Robertson was requested to send a copy of the PowerPoint presentation to the District.
D. ADJOURNMENT

MOVED
THAT the Committee of the Whole adjourn. Time: 12:25 pm

CORRECT

APPROVED

__________________________
DIRECTOR OF CORPORATE SERVICES

__________________________
MAYOR
<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING MAY 5, 2018</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pacific Coastal donation of round trip flight tickets</td>
<td>Approved: donate to PHSS Breakfast Club. -Advise PHSS</td>
<td>HN-S</td>
<td></td>
</tr>
<tr>
<td>Proclaim May as Missing Children’s Month and May 25/18 as Missing Children’s Day</td>
<td>Approved -issue proclamation</td>
<td>LD</td>
<td>Done</td>
</tr>
<tr>
<td>2017 Financial Statements, 2017 SOFI and Auditors report</td>
<td>Approved/accepted as presented. -Sign, distribute as required -Post to website</td>
<td>LS</td>
<td>LD</td>
</tr>
<tr>
<td>Short Term Capital Borrowing 426,775.68</td>
<td>Approved. -prepare certified resolution -advise MFA</td>
<td>LD</td>
<td>LS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING APRIL 10, 2018</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bylaw 1078-2018 A Bylaw to Amend District of Port Hardy Zoning Bylaw No. 1010-2013 (addition of CD-9) 8700 Park Drive. For First Reading.</td>
<td>May 9/18. Public Hearings held at 1:00 pm and 6:00 pm April 24/18 - Notices sent and advertising done April 10/18 Approved: 1st Reading- Public Hearing May 9 at 1:00 pm &amp; 6:00 pm</td>
<td>HNS</td>
<td>Agenda item</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING MARCH 27, 2018</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee of the Whole meeting held March 19, 2018. Recommendation to Council: THAT staff be granted the authority to proceed with phase 1 construction of the Multiplex which includes the pool as designed with an additional lane and a roughed in mezzanine.</td>
<td>Approved: as recommended. Start phase 1</td>
<td>AMc</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING MARCH 13, 2018</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather Nelson-Smith, Director of Corporate Services (March 8/18) re: Emergency Instant Alerting Solution.</td>
<td>Approved as presented. - Register and implement program</td>
<td>HN-S</td>
<td>In progress</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING DECEMBER 12, 2017</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Remuneration Committee</td>
<td>Approved: Proceed with formation of the Council Remuneration Committee</td>
<td>LS</td>
<td>In progress</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING NOVEMBER 28, 2017</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft minutes of Op Scvs Committee meeting held Nov 16/17. Recommendation: THAT Council approve placing the Lost at Sea Monument close to the kayak launch area in Tsulquate Park.</td>
<td>Site approved as recommended. - proceed with installation</td>
<td>SM</td>
<td>In Progress Anchor is painted and site prep being done</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION REGULAR MEETING NOVEMBER 14, 2017</th>
<th>WHO</th>
<th>STATUS /COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Hayward Memorial</td>
<td>-Staff to refurbish bench. Family to provide plaque information and payment. -District to order plaque</td>
<td>SM</td>
<td>In progress</td>
</tr>
</tbody>
</table>
April 23, 2018

Ref: 202119

To: All Mayors

His/Her Worship

I am pleased to inform you of the new Premier’s Awards for Excellence in Education. Government is proud to recognize the enormous contributions of BC’s exceptional teachers, administrators and support staff that are vital to the cultural, economic and social well-being of the province. The Awards recognize all outstanding education professionals who have made exceptional contributions to benefit their school, students, and their communities.

The Awards are open to all education professionals within the BC K–12 public, independent or band school systems. Awards will be given in the following categories:

- Outstanding New Teacher
- Technology and Innovation
- Diversity and Inclusion
- Indigenous Education
- Social Equity
- Community Engagement
- School and District Leadership
- Extra-Curricular Leadership
- Outstanding Support (non-teaching staff)

Nominations are now open and are welcome from all BC citizens, including students, parents, teachers, administrators, trustees and community organizations. The deadline for nominations is June 18, 2018.

For more information on the Awards, including a downloadable poster, please see the Premier’s Awards for Excellence in Education website at: http://www.gov.bc.ca/excellenceineducation

.../2
Thank you in advance for your interest in the Premier’s Awards for Excellence in Education and for your assistance in ensuring British Columbia’s very best receive the recognition they deserve.

Sincerely,

Rob Fleming
Minister

Enclosure
MINUTES OF THE
BEAR SMART PORT HARDY
COMMITTEE MEETING
THURSDAY MAY 11, 2018
MUNICIPAL HALL, 7360 COLUMBIA STREET

PRESENT: Bonnie Bergeron, Dennis Dugas, Patrick Lemieux, Candy Nomeland, Jon Paquin, Conservation Officer, Mark Jones

STAFF: Heather Nelson-Smith, Director of Corporate and Development Services

REGRETS: Patrick Lemieux, Bonnie Bergeron, Sarah Salter

A. CALL TO ORDER

The meeting was called to order at 12:07pm. The appointment of the chair will be tabled to the next meeting.

B. APPROVAL OF AGENDA

Addition:

Moved/Seconded/Carried
THAT the agenda of the Bear Smart Port Hardy Committee of May 11, 2018 be accepted as amended.

C. ADOPTION OF MINUTES

1. Minutes April 26, 2018
Error Sarah Salter was in attendance
Moved/Seconded/Carried
THAT the minutes of the Bear Smart Port Hardy Committee April 26, 2018 be accepted as amended.

D. CORRESPONDENCE

None

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

Discussion regarding past minutes included:
- Bear resistant garbage can source.
- Subsidizing bear proof garbage cans.
- Education regarding storing garbage.
- District purchase bins to sell and charging on utility bills.
- Composting education.

1. Short Statement of Purpose

Topics for discussion included:
- Save our bears
- Protect wildlife
- Keep our bears wild
- Bear in mind
- Smart humans=smart bears
- We kill bears, bears don’t kill themselves

Humans are creating the issue, not the bears. It is important to realize that the bear will only be attracted to what we leave for them to be attracted to.
2. Five Facts

Question: I saw a bear on my street/yard and he wasn’t doing anything should I still call the RAPP line?
Answer: Yes, it is important to notify the conservation of any sightings of bears in habited areas. Conservation may be able to intervene before the bear becomes habituated.

Question: What kind of things attract bears to residential/commercial neighbourhoods?
Answer: Compost, garbage, BBQ’s, Fish fowl, Bird seed, pet food, sweet smelling or surgery residue.

Question: How many calories a day does a bear consume?
Answer: Up to 25,000 calories per day – so you can imagine that easy food would be preferable.

Question: What is the main goal of the bear smart community program?
Answer: The goal is to address the root causes of human-bear conflicts, thereby reducing the risks to human safety and private property, as well as the number of bears that have to be destroyed each year.

Question: What can I do to prevent bears from becoming habituated?
Answer: It’s really simple, remove the attractants from the Bear’s path…pick fruit from the trees, keep your garbage stored away, freeze foul smelling garbage until garbage day, clean your BBQ after use, do not use bird feeders if you live close to bear habitat, keep your food inside, do not use outdoor fridge’s or freezers.

Question: What is the most common reason for bears to be in residential areas?
Answer: Experience food shortages such as natural food crops, salmon and berries. Thus bears turn to alternative foods.

Question: How long do cubs stay with their mothers?
Answer: 1-3 years. If Mom is a garbage bear, cubs will learn the same behaviour.

Question: What is the cost to dump household garbage at the Port Hardy Fox Disposal?
Answer: $1.00 per bag

Question: List 3 things bears are attracted to.
Answer: Livestock operations, campgrounds, hanging carcasses & smokehouses, pet food, fruit trees, honeybee colonies, commercial orchards, composting, bird feeders.

Fun facts and Port Hardy centralized and display materials
Bear smart incentives for businesses and residences to have in their windows. Fun facts making the board personal.

3. First Public Engagement

Filomi days and Fall fair will be the 2018 public engagements. Will meet with PAC for September once we have developed our materials.
Next meeting focus our messaging and display materials

I. NEW BUSINESS

J. NEXT MEETING DATE:  
Next meeting will be held Friday May 25, 2018 at 12:00pm.

K. ADJOURNMENT

Moved
THAT we adjourn

Time: 1:29 pm
“Parks, Recreation, Arts & Culture Committee recommends that Council offer Ocean Argyle the opportunity to paint her presented mural on the District Sea-Can container being purchased to house emergency preparedness supplies which will be located near the tennis courts and that staff be directed to enter into an installation and maintenance agreement with Ocean if the offer is accepted.”
Proposed Image Left
Proposed Image Centre
Proposed Image Right

Ocean Argyle
oceanatthrive@gmail.com
(250)-230-16574
“Parks, Recreation, Arts & Culture Committee recommends that Council authorize the Port Hardy Rotary Club be permitted to place the donated windmill blade at the agreed upon location located on the District property at the corner of Highway 19 and the Bear Cove Highway and that staff be directed to enter into an installation and maintenance agreement with the Port Hardy Rotary Club prior to the installation.”
DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCIL POLICY
FINANCE

FIRE DEPARTMENT REMUNERATION

POLICY # CP2.5
Replaces May 10, 1995 and June 12, 2007 amendment

Approved: May 22, 2018

Effective January 1, 2018 the following compensation will be paid annually to the Officers designated on the Port Hardy Volunteer Fire Rescue:

<table>
<thead>
<tr>
<th>Role</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Chief</td>
<td>$13,000.00</td>
</tr>
<tr>
<td>Deputy Fire Chief</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Officers (max 5)</td>
<td>$ 2,000.00 each</td>
</tr>
</tbody>
</table>

Payments to Fire Department Officers will be made quarterly and are subject to payroll deductions as required by Canada Revenue Agency.

Effective January 1, 2018 all firefighters having completed basic training as required by the department shall be compensated for their time at a rate of $12.50 per event for the following:

- Training nights (one per week)
- Hall Duty (two per month)
- Responding to a call

The Fire Chief shall forward a list quarterly (April 15, July 15, September 15 and January 15) to the District detailing each members service as per the above schedule during the period. The District will issue payment to the Port Hardy Fireman’s Association and the Association will issue payment to the members on a schedule adopted by the Association.

***
DATE: May 22, 2018

TO: Mayor and Councillors

FROM: Lynda Sowerby, Director of Finance

RE: Climate Action Revenue Incentive Public Report 2017 (CARIP)

PURPOSE

To publicly report the 2017 Climate Action Revenue Incentive Program (CARIP) for the District of Port Hardy. The full report is attached.

BACKGROUND

The District is a signatory of the BC Action Climate Charter and is committed to reducing energy consumption and greenhouse gas emissions (GHG) with a goal of achieving carbon neutrality.

The District currently receives a conditional grant equivalent to one hundred percent of the carbon taxes paid directly in providing services to the District. The District must fulfil the CARIP reporting requirements by June 1st each year as a condition of the grant, and report publicly on their plan and progress toward meeting the District's climate action goals.

The District measures the greenhouse gas emissions from corporate operations, and can claim GHG emission reductions by participating on eligible projects. The District is a large contributor to the Regional District of Mount Waddington's Bio-cover Methane Emissions Reductions Project which is an eligible option 2 project for claiming GHG emission reductions.

The District of Port Hardy has adopted a Climate Action Carbon Neutral Fund Policy. The District will contribute to this fund the amount equal to the value of the offsets required for the District to be Carbon Neutral in the reporting year. This fund will be used for projects within the community and will only be used for green initiatives.

ANALYSIS

The conditional grant that the District will receive, equal to 100% rebate of carbon taxes paid directly by the District is as follows:

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conditional Grant (100% rebate of carbon taxes paid)</td>
<td>$6,634.08</td>
<td>$6,724.83</td>
</tr>
</tbody>
</table>

The District measures the greenhouse gas emissions from the corporate operations, claims GHG emission reductions from participation in an eligible option 2 project, and contributes offsets to the District's Climate Action Carbon Neutral Fund to achieve Carbon Neutrality.
Measurement of Corporate GHG Emissions, Reductions and Offsets Purchased

<table>
<thead>
<tr>
<th>District of Port Hardy</th>
<th>Tonnes CO2e</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
</tr>
<tr>
<td><strong>CORPORATE EMISSIONS</strong></td>
<td></td>
</tr>
<tr>
<td>Emissions from services delivered directly by the District</td>
<td>307.71</td>
</tr>
<tr>
<td>Emissions from contracted services (Solid waste collection)</td>
<td>158.97</td>
</tr>
<tr>
<td>Carbon Neutral or Offset Exempt (13 for each of 2016 &amp; 2017)</td>
<td>-26.00</td>
</tr>
<tr>
<td>Total emissions for the District of Port Hardy</td>
<td>440.68</td>
</tr>
<tr>
<td><strong>REDUCTIONS FROM OPTION 2 PROJECTS</strong></td>
<td></td>
</tr>
<tr>
<td>Green house gas reduction projects - MWRD Bio-cover Methane Emissions Reductions Project</td>
<td>-118.50</td>
</tr>
<tr>
<td><strong>OFFSETS PURCHASED</strong></td>
<td></td>
</tr>
<tr>
<td>Total tCO2e Offset purchase required to become carbon neutral</td>
<td>322.18</td>
</tr>
<tr>
<td>Valued at $25.00/tonne CO2e</td>
<td>$25.00</td>
</tr>
<tr>
<td>Contribution to the District of Port Hardy Climate Action Carbon Neutral Fund</td>
<td>$8,054.50</td>
</tr>
<tr>
<td>Cumulative Balance in Climate Action Carbon Neutral Fund</td>
<td>$23,710.25</td>
</tr>
</tbody>
</table>

FINANCIAL IMPLICATIONS

The District will contribute $8,054.50 to the District of Port Hardy Climate Action Carbon Neutral Fund, the equivalent of 322.18 tCO2e offsets valued at $25.00/tCO2e, thereby achieving carbon neutrality for the 2017 calendar year.

STAFF RECOMMENDATION

“THAT Council receive the 2017 Climate Action Revenue Incentive Public Report”

Respectfully submitted,

Signed

Lynda Sowerby
Director of Finance

I agree with the recommendation.

Signed

Allison McCarrick
Chief Administrative Officer
Climate Action Revenue Incentive (CARIP) Public Report for 2017

Local Government:
District of Port Hardy

Report Submitted by:
Name: Lynda Sowerby
Role: Director of Finance
Email: lsowerby@porthardy.ca
Phone: 250-949-6665

Date: May 22, 2018

The District of Port Hardy has completed the 2017 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2017 and proposed for 2018 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.
2017 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>The District of Port Hardy supports and encourages residents and business to reduce reuse and recycle.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community-Wide Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>The District of Port Hardy supports and encourages residents and business to reduce reuse and recycle.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>The District of Port Hardy continues to seek energy efficient alternatives to reduce energy demands of District buildings, infrastructure and fleet.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>The District of Port Hardy continues to seek energy efficient alternatives to reduce energy demands of District buildings, infrastructure and fleet.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Broad Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>To pursue climate change mitigation measures to contribute to the global objective of bringing carbon dioxide (CO2) concentrations in the atmosphere to a level of 350ppm.</td>
</tr>
<tr>
<td>To work towards reducing community-wide GHG emissions to 33 % below 2007 levels by 2020 and 80% below 2007 levels by 2050:</td>
</tr>
<tr>
<td>to Measure carbon dioxide emissions, set targets and develop action plans to lower levels:</td>
</tr>
<tr>
<td>Continue to measure and work towards a baseline of community and District of Port Hardy (operational) energy Green House Gas (GHG) emissions to create a CO2 inventory using Provincial community and municipal inventory ratios;</td>
</tr>
<tr>
<td>Develop community based community carbon sequestration;</td>
</tr>
<tr>
<td>Enhance Carbon sink capacity through natural resource protection and enhancements;</td>
</tr>
<tr>
<td>Continue gravity fed water systems; and</td>
</tr>
<tr>
<td>Work towards a carbon neutral status.</td>
</tr>
<tr>
<td>Broad Planning</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>Are you familiar with your community's community energy and emissions inventory (e.g. CEEI or another inventory)?</td>
</tr>
<tr>
<td>What plans, policies or guidelines govern the implementation of climate mitigation in your community?</td>
</tr>
<tr>
<td>- Community Energy and Emissions (CEE) Plan</td>
</tr>
<tr>
<td>- Community-Wide Climate Action Plan</td>
</tr>
<tr>
<td>- Integrated Community Sustainability Plan</td>
</tr>
<tr>
<td>- Official Community Plan (OCP)</td>
</tr>
<tr>
<td>- Regional Growth Strategy (RGS)</td>
</tr>
<tr>
<td>- Do not have a plan</td>
</tr>
<tr>
<td>- Other:</td>
</tr>
<tr>
<td>Does your local government have a corporate GHG reduction plan?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2017 BUILDING AND LIGHTING ACTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building and Lighting Actions</td>
</tr>
<tr>
<td>Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community-Wide Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upgraded external lighting to LED lights at the Airport WWTP</td>
</tr>
<tr>
<td>Upgraded all interior lighting to LED at the Water treatment plan</td>
</tr>
<tr>
<td>Upgraded energy-efficient lighting at Civic Complex</td>
</tr>
<tr>
<td>Curling Club roof, Museum roof and other District building roof replacement reduce heat loss</td>
</tr>
<tr>
<td>Preliminary design for replacement of aging Public Works building</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replace FireHall#1 fluorescent lighting with energy-efficient lights</td>
</tr>
<tr>
<td>Port Hardy went to referendum for a replacement of the swimming pool/multiplex development which will include energy efficient lighting HVAC and heat recovery programs.</td>
</tr>
<tr>
<td>Replace doors at Fire Hall improving energy-efficiency</td>
</tr>
</tbody>
</table>
Building and Lighting
The Province has committed to taking incremental steps to increase energy-efficiency requirements in the BC Building Code to make buildings net-zero energy ready by 2032. The BC Energy Step Code—a part of the BC Building Code—supports that effort.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is your local government aware of the BC Energy Step Cost?</td>
<td>Yes</td>
</tr>
<tr>
<td>Is your local government implementing the BC Energy Step Code?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**2017 ENERGY GENERATION ACTIONS**

Energy Generation Actions
A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation of heat pumps by some residents</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community-Wide Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation of heat pumps by some residents</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Port Hardy provides political support for the Cape Scott Windfarm initiative located in the Regional District.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Port Hardy provides political support for the Cape Scott Windfarm initiative located in the Regional District.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Energy Generation</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is your local government developing, or constructing:</td>
<td>No</td>
</tr>
<tr>
<td>- A district energy system</td>
<td>No</td>
</tr>
<tr>
<td>- A renewable energy system</td>
<td>No</td>
</tr>
<tr>
<td>Is your local government operating:</td>
<td>No</td>
</tr>
<tr>
<td>- A district energy system</td>
<td>No</td>
</tr>
<tr>
<td>- A renewable energy system</td>
<td>No</td>
</tr>
<tr>
<td>Is your local government connected to a district energy system that is operated by another energy provider?</td>
<td>No</td>
</tr>
</tbody>
</table>
Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit?  
Yes

Are you familiar with the 2017 “List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments?”  
Yes

---

### 2017 GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

**Greenspace Actions**

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediates brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Port Hardy is a participant in the North Island Community Forest Limited Partnership.</td>
</tr>
<tr>
<td>Community participated in various “clean-up” programs</td>
</tr>
<tr>
<td>Watershed working group</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Knotweed eradication program</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community-Wide Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knotweed eradication program</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upgrades to ball fields, skateboard park.</td>
</tr>
<tr>
<td>Enhancement of recreation area at Storey Beach, including addition of public washroom</td>
</tr>
<tr>
<td>Major repairs at boat launch, docks and marinas</td>
</tr>
<tr>
<td>Bylaws and protocols in place to reduce damage on Marine environment (spill cleanup kits, restrictions of dangerous goods at harbours)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Proposed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue to enhance, protect and maintain parks and harbours</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Greenspace</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your local government have urban forest policies, plans or programs?</td>
</tr>
<tr>
<td>Does your local government have policies, plans or programs to support local food production?</td>
</tr>
</tbody>
</table>
2017 SOLID WASTE ACTIONS

Solid Waste Actions
Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
<th>District of Port Hardy participates in Multi Material BC and encourages recycling.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community-Wide Actions Proposed for 2018</td>
<td>District of Port Hardy participates in Multi Material BC and encourages recycling.</td>
</tr>
<tr>
<td>Corporate Actions Taken in 2017</td>
<td>District of Port Hardy is a supporter of the Regional District of Mount Waddington Bio-cover project.</td>
</tr>
<tr>
<td>Corporate Actions Proposed for 2018</td>
<td>District of Port Hardy is a supporter of the Regional District of Mount Waddington Bio-cover project.</td>
</tr>
</tbody>
</table>

Solid Waste

| Does your local government have construction and demolition waste reduction policies, plans or programs? | Yes |
| Does your local government have organics reduction/diversion policies, plans or programs? | No |

2017 TRANSPORTATION ACTIONS

Transportation Actions
Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

<table>
<thead>
<tr>
<th>Community-Wide Actions Taken in 2017</th>
<th>BC Transit Bus service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community-Wide Actions Proposed for 2018</td>
<td>BC Transit Bus service</td>
</tr>
</tbody>
</table>

Transportation Actions
### Corporate Actions Taken in 2017
- General maintenance of path and sidewalk network
- Repairs to road surface improving efficiency of
- Retire and replace fleet with more efficient vehicles
- Support energy efficient transportation with zoning development that permits installation of electric vehicle charging stations

### Corporate Actions Proposed for 2018
- Continue to maintain path, road and sidewalk network

### Transportation
**Does your local government have policies, plans or programs to support:**
- Walking
- Cycling
- Transit Use
- Electric Vehicle Use
- Other (please specify)

**Does your local government have a transportation demand management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)?** No

**Does your local government integrate its transportation and land use planning?** No

---

### 2017 WATER AND WASTEWATER ACTIONS

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

### Community-Wide Actions Taken in 2017
- Conservation encouraged through use of fees, fines and user rate
- Water regulations bylaw updated

### Community-Wide Actions Proposed for 2018
- Continue with 2017 actions
Corporate Actions Taken in 2017

- Repairs at Kains Lake Dam, improving the integrity of the structure
- Addition of roof top sprinkler system at WTP to protect against forest fire loss
- Addition of security cameras to reduce risk of environmental damage due to vandals or fire
- Repair outfall pipe at WTP reducing environmental damage
- Maintenance of storm catch basins reducing potential damage due to erosion
- Develop a Water Asset Management Plan

Corporate Actions Proposed for 2018

- Repairs at Kains Lake Dam, improving the integrity of the structure
- Implement water modeling strategies

Water Conservation

Does your local government have water conservation policies, plans or programs? Yes

2017 CLIMATE CHANGE ADAPTATION ACTIONS

This section of the CARIP survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

Please identify the THREE climate impacts that are most relevant to your Local Government.

- Warmer winter temperatures reducing snowpack
- Changes to temperature and precipitation causing seasonal drought
- Heatwaves impacting population health
- Increased temperatures increasing wildfire activity
- Increased temperatures affecting air quality
- Changing temperatures influencing species migration and ecosystem shifts
- Extreme weather events contributing to urban and overland flooding
- Sea level rise and storms causing coastal flooding and/or erosion

Yes

Yes

Yes
In 2017 has your local government addressed the impacts of a changing climate using any of the following?

<table>
<thead>
<tr>
<th>Activity</th>
<th>2017 Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk and Vulnerability Assessments</td>
<td>No</td>
</tr>
<tr>
<td>Risk Reduction Strategies</td>
<td>No</td>
</tr>
<tr>
<td>Emergency response planning</td>
<td>Yes</td>
</tr>
<tr>
<td>Asset management</td>
<td>Yes</td>
</tr>
<tr>
<td>Natural/Eco asset management strategies</td>
<td>No</td>
</tr>
<tr>
<td>Infrastructure upgrades (e.g. storm water system upgrades)</td>
<td>Yes</td>
</tr>
<tr>
<td>Beach Nourishment projects</td>
<td>No</td>
</tr>
<tr>
<td>Economic diversification initiatives</td>
<td>No</td>
</tr>
<tr>
<td>Strategic and financial planning</td>
<td>Yes</td>
</tr>
<tr>
<td>Cross-department working groups</td>
<td>No</td>
</tr>
<tr>
<td>OCP policy changes</td>
<td>No</td>
</tr>
<tr>
<td>Changes to zoning and other bylaws and regulations</td>
<td>Yes</td>
</tr>
<tr>
<td>Incentives for property owner (e.g. reducing storm water run-off)</td>
<td>No</td>
</tr>
<tr>
<td>Public education and awareness</td>
<td>Yes</td>
</tr>
<tr>
<td>Research</td>
<td>No</td>
</tr>
<tr>
<td>Mapping</td>
<td>Yes</td>
</tr>
<tr>
<td>Partnerships</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Climate Change Adaptation Actions Taken in 2017**

Please elaborate on key actions and/or partnerships your local government has engaged in to prepare for, and adapt to a changing climate. Add links to key documents and information where appropriate.

- Participant in Regional District of Mount Waddington – Mile 7 Bio-cover project

**Climate Change Adaptation Actions Proposed for 2018**

- Participant in Regional District of Mount Waddington – Mile 7 Bio-cover project
The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation?

<table>
<thead>
<tr>
<th>Resource</th>
<th>Usefulness</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indicators of Climate Change for British Columbia, 2016</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Plan2Adapt</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Climate Projections for Metro Vancouver</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Climate Projections for the Capital Region</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Climate Projections for the Cowichan Valley Regional District</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Province of BC’s BC Adapts Video Series</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Preparing for Climate Change: An Implementation Guide for Local Governments</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>The Public Infrastructure and Engineering Vulnerability Committee’s (PIEVC) protocol</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Sea Level Rise Primer</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>BC Regional Adaptation Collaborative Webinars</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td><a href="http://www.ReTooling.ca">www.ReTooling.ca</a></td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>Water Balance Model</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td>The Water Conservation Calculator</td>
<td>Haven’t Used</td>
</tr>
<tr>
<td></td>
<td>Useful</td>
</tr>
</tbody>
</table>

Funding:

- National Disaster Mitigation Program (NDMP)
- Community Emergency Preparedness Fund (CEPF)
- Municipalities for Climate Innovation Program (MCIP)
- Climate Adaptation Partner Grants (FCM)
- Infrastructure Planning Grants (MAH)
- Federal Gas Tax Fund

Haven’t Used

2017 OTHER CLIMATE ACTIONS

Other Climate Actions

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

<table>
<thead>
<tr>
<th>Corporate Actions Taken in 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participant in Regional District of Mount Waddington – Mile 7 Bio-cover project</td>
</tr>
<tr>
<td>The District of Port Hardy participates in multi material BC - and encourages all residents and business to recycle.</td>
</tr>
<tr>
<td>Municipality provides recycle program service to residents</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Actions Proposed for 2017</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>Municipality provides recycle program service to residents</td>
</tr>
</tbody>
</table>
2017 CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Prior to completing this portion of the survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially the Becoming Carbon Neutral: A Guide for Local Governments in British Columbia.

Please note: As a result of the BC Recycling Regulation, local governments are no longer required to account for greenhouse gas (GHG) emissions from vehicles, equipment and machinery required for the collection, transportation and diversion of packaging and printed paper, in their annual Climate Action Revenue Incentive Program (CARIP) reports.

Reporting Emissions

<table>
<thead>
<tr>
<th>Did you measure your local government's corporate GHG emissions in 2017?</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from services delivered directly by your local government:</td>
<td>275.95</td>
</tr>
<tr>
<td>If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from contracted services:</td>
<td>177.73</td>
</tr>
<tr>
<td>TOTAL A: CORPORATE GHG EMISSIONS FOR 2017</td>
<td>453.68 tCO2e</td>
</tr>
</tbody>
</table>

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2017 by one or a combination of the following actions:

- undertake GCC-supported Option 1 Project(s)
- undertake GCC-supported Option 2 Project(s)
- purchase carbon offsets from a credible offset provider
2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 1 GHG Reduction Projects:

<table>
<thead>
<tr>
<th>OPTION 1 PROJECTS</th>
<th>REDUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Energy Efficient Retrofits</td>
<td>n/a</td>
</tr>
<tr>
<td>Solar Thermal</td>
<td>n/a</td>
</tr>
<tr>
<td>Household Organic Waste Composting</td>
<td>n/a</td>
</tr>
<tr>
<td>Low Emission Vehicles</td>
<td>n/a</td>
</tr>
<tr>
<td>Avoided Forest Conversion</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2017</strong></td>
<td>n/a tCO2e</td>
</tr>
</tbody>
</table>

2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

<table>
<thead>
<tr>
<th>OPTION 2 PROJECT NAME</th>
<th>REDUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional District of Mount Waddington 7 Mile Bio-cover Project</td>
<td>118.5</td>
</tr>
<tr>
<td><strong>TOTAL C: REDUCTIONS FROM OPTION 2 PROJECTS FOR 2017</strong></td>
<td>118.5 tCO2e</td>
</tr>
<tr>
<td><strong>TOTAL REDUCTIONS AND OFFSETS FOR 2017 (Total B+C+D)</strong></td>
<td>118.5 tCO2e</td>
</tr>
</tbody>
</table>

**Corporate GHG Emissions Balance for 2017**

Your local government’s Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2017 = (A – (B+C+D)) = 335.18 tCO2e

If your Corporate GHG Emissions Balance is negative or zero, your local government is carbon neutral.
CONGRATULATIONS!

<table>
<thead>
<tr>
<th>Carbon Neutral Reporting</th>
<th>Does your local government have a climate reserve fund or something similar?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>
The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

**Level 1 – Demonstrating Progress on Charter Commitments:** for local governments who demonstrate progress on fulfilling one or more of their Charter commitments

**Level 2 – Measuring GHG Emissions:** for local governments that achieve level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with their community's energy and emissions inventory (i.e. CEEI)

**Level 3 – Accelerating Progress on Charter Commitments:** for those local governments who have achieved level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (i.e: through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

**Level 4 - Achievement of Carbon Neutrality:** for local governments who achieve carbon neutrality in the reporting year.

For purposes of Level 3 recognition, if applicable, please identify any new or ongoing corporate or community wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time or financial resources and is intended to result in significant GHG reductions:

**PROJECT NAME:**

District of Port Hardy Climate Action Carbon Neutral Fund

Based on your local government’s 2017 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

| Level 1 – Demonstrating Progress on Charter Commitments | X |
| Level 2 – Measuring GHG Emissions | X |
| Level 3 – Accelerating Progress on Charter Commitments (Establish a reserve fund) | X |
| Level 4 - Achievement of Carbon Neutrality | |
| Not Sure | |
A Bylaw to Amend Zoning Bylaw No. 1010-2013

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Zoning Bylaw No. 1010-2013;

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

PART 1 CITATION

1.1 This bylaw may be cited for all purposes as the "District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1078-2018".

PART 2 AMENDMENTS

2.1 District of Port Hardy Zoning Bylaw No. 1010-2013 is hereby amended as follows:

a) Table 5.1 in section 5.1 of Part 5 is amended by adding a new zone listing at the very end of the Table as follows:

| CD-9: Comprehensive Development 9 | CD-9 |

b) Part 12: Comprehensive Development Zones is amended by adding a new section 12.5 CD-9: Comprehensive Development 9 as shown on Schedule “A” to this Bylaw.

c) The list of zones included in the legends titled “Zoning Descriptions” on each of Schedules A, B, C and D are amended by including “CD-9: Comprehensive Development 9”.

d) Schedule A: Zoning Map – West is amended by changing the applicable zone of the property legally described Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188 Civic Address 8700 Park Drive to the CD-9: Comprehensive Development Zone 9.

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 April, 2018
Public Hearing held the 9th day of May, 2018
Read a second time the ____ day of _____, 2018
Read a third time the ____ day of _____, 2018
Adopted on the ____ day of _____, 2018

____________________________ ______________________
DIRECTOR  MAYOR
OF CORPORATE SERVICES

Certified a true copy of
Bylaw No. 1078-2018 as adopted.

________________________
Director of Corporate Services
SCHEDULE “A” TO BYLAW NO. 1078-2018

12.5 CD-9: COMPREHENSIVE DEVELOPMENT ZONE 9

The purpose of this zone is to provide a mixed-use Strata development to allow the range of uses permitted in the RM-1: Multiple Unit Residential with the additional provision of Duplex Dwellings and all property will be common property. The property located at 8700 Park drive is legally described as Lot 1, Section 1, Township 8, Rupert District, Plan 45379 PID 008-079-188.

(a) The following principal uses are permitted:
   (1) Duplex Dwelling
   (2) Apartment Dwelling
   (3) Attached Dwelling
   (4) Community Care Facility

(b) The following accessory uses are permitted:
   (1) Minor Home Occupation (see section 3.12)
   (2) One common Accessory Building (see section 3.9)

(c) The following conditions of use apply:
   (1) Outdoor amenity space equal to 15.0 square metres per Apartment Dwelling and Attached Dwelling shall be provided on the same parcel.

(d) The following siting, size and dimension requirements apply:

<table>
<thead>
<tr>
<th>Yard Setback</th>
<th>Buildings</th>
<th>Accessory Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
</tr>
<tr>
<td>Rear Yard</td>
<td>Minimum of 7.6 metres (24.93 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
<tr>
<td>Interior Side Yard</td>
<td>Minimum of 3.0 metres (9.84 feet)</td>
<td>Minimum of 1.5 metres (4.92 feet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dwelling</th>
<th>Minimum Gross Floor Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>32.0 square metres (344.45 square feet)</td>
</tr>
<tr>
<td>One Bedroom</td>
<td>55.7 square metres (599.55 square feet)</td>
</tr>
<tr>
<td>Two Bedroom</td>
<td>74.3 square metres (799.78 square feet)</td>
</tr>
<tr>
<td>Three Bedroom</td>
<td>92.5 square metres (995.66 square feet)</td>
</tr>
<tr>
<td>Four Bedroom</td>
<td>111.5 square metres (1,200.18 square feet)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Size of Buildings and Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Height (All Buildings)</td>
</tr>
<tr>
<td>Maximum Parcel coverage</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parcel Area and Dimensions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Parcel Area</td>
</tr>
</tbody>
</table>
DISTRICT OF PORT HARDY

BYLAW NO. 1080-2018

A Bylaw to Amend Zoning Bylaw No. 1010-2013

WHEREAS the Council of the District of Port Hardy deems it expedient to amend Zoning Bylaw No. 1010-2013;

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

PART 1 CITATION

1.1 This bylaw may be cited for all purposes as the "District of Port Hardy Zoning Bylaw Amendment Bylaw No. 1080-2018".

PART 2 AMENDMENTS

2.1 District of Port Hardy Zoning Bylaw No. 1010-2013 is hereby amended as follows:

a) Amend Part One: Interpretation Section 1.3 Definitions:

   “Small Scale Urban Agriculture” means an accessory use consisting of the cultivation, on a portion of a parcel, of fruits, mushrooms, nuts, plants, vegetables or seeds and includes the sale of these items grown on that parcel where home occupation is a permitted accessory use. The cultivation and sale of cannabis is not permitted.

b) Amend Part One: Interpretation Section 1.3 by adding in alphabetical order:

   “Cannabis” means a cannabis plant and anything referred to in the Federal Cannabis Act as follows:
   - Any part of the cannabis plant, other than mature stalks that do not contain leaves, flowers or seeds, the cannabis plant fibre, or the plant root.
   - Any substance or mixture of substances that contains or has on it any part of a cannabis plant.
   - Any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained.

   “Cannabis Retailer” means a store where Cannabis is sold to the public, under license by the Province of British Columbia and meets the regulations as set out in this bylaw.

c) Amend Part 3: General Regulations by inserting after 3.21 Combined Commercial and Residential Use and moving all other regulations down by one number:

3.22 CANNABIS REGULATIONS

Cannabis Retailers are permitted in zones prescribed in the zoning regulation and subject to the following conditions:

(a) Cannabis retailers are subject to the following buffers:
   (1) At least 100 metres from any playground or public library;
   (2) At least 150 metres from any education service as defined in this regulation; and
   (3) At least 150 metres away from any day care as defined in this regulation.
INNOVATION AND PEER-TO-PEER LEARNING

Innovation
This section provides the opportunity to showcase an innovative Corporate and/or Community-Wide GHG reduction and/or climate change adaptation activity that your local government has undertaken and that has had, or has the potential to have, a significant impact. You are welcome to repeat an action that has already been listed.

Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Communities that have conducted innovative initiatives may want to consider raising their profile through applications to CEA’s Climate and Energy Action Awards, UBCM Climate and Energy Action Award, FCM Sustainable Communities Awards or through submissions to FCM’s National Measures Report.

<table>
<thead>
<tr>
<th>Community-Wide Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional District of Mount Waddington - Mile 7 Bio-cover project.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corporate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied, but not successful with funding request from Community Energy Leadership Program (CELP) for funding to support an Energy Efficient Heat Recovery System project for the new multiplex building.</td>
</tr>
</tbody>
</table>

Programs, Partnerships and Funding Opportunities
Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government’s climate actions by listing each entry in the box below.

<table>
<thead>
<tr>
<th>Programs and Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction of Multiplex to replace existing pool – Grant funding from Community Works Funds, donations from local businesses and Grant funding from Regional District of Mount Waddington</td>
</tr>
</tbody>
</table>
(b) The buffers will be measured in the following manner:
   (1) Where there is one commercial building on the property with one store the
       measurement to the nearest education service, day care facility, playground or
       public library will be from property line to property line following accessible
       roadways as illustrated in figure 6.

   Figure 6- Cannabis Distances Single Lot

**The District of Port Hardy will determine the measurement using this regulation as a guide
and the final determination of the distance will be decided by the District of Port Hardy.

(2) Where there is a property with multiple stores, such as a mall or strip mall the
    measurement will be from the cannabis retail location to the property line of the
    nearest education service, day care facility, playground or public library following
    roadways and parking lots as illustrated in figure 7.

   Figure 7- Cannabis Distances Multiple Store/Mall

**The District of Port Hardy will determine the measurement using this regulation as a guide
and the final determination of the distance will be decided by the District of Port Hardy.
(c) Cannabis retail stores shall not be combined with any other use in the same store.

(d) Cannabis retailers must follow all BC Building Code requirements.

(e) Cannabis retailers must hold a valid business license and follow all business license requirements.

(f) Cannabis retailers will only be considered in zones where licenced premises is a permitted principal use.

(g) Cannabis retailers are not permitted to be in any residential zone.

(h) Cannabis retailers follow all applicable bylaws and regulations as other businesses in the District of Port Hardy.

(i) Parking requirements for cannabis retail stores must meet the provisions of the retail sales parking space requirements as identified in Table 4.2-Parking Space Requirements contained in this regulation.

d) Amend Part 4: Parking and Loading Section 4.2 Requirements (f) Parking and Loading Space Dimensions as follows:

Figure Six-Parallel Parking Standards amended to Figure Eight-Parallel Parking Standards.

Figure Seven-Angled Parking Standards amended to Figure Nine-Angled Parking Standards.

e) Amend Part 7: Commercial Zones as follows:

7.1 C-1: General Commercial by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

7.2 C-2: Service Commercial by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

7.3 C-3: Town Centre Commercial by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

f) Amend Part 8: Marine Zones as follows:

8.1 M-1: Marine Commercial by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

g) Amend Part 12: Comprehensive Development Zones as follows:

12.5 CD-5: Comprehensive Development 5 by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

12.7 CD-7: Comprehensive Development 7 by adding in alphabetical order under (a) The following principal uses are permitted: ‘Cannabis Retailer’.

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 ____ day of _____, 2018
Public Hearing held the ____ day of _____, 2018
Read a second time the ____ day of _____, 2018
Read a third time the ____ day of _____, 2018
Adopted on the ____ day of _____, 2018

__________________________________________       ______________________
DIRECTOR                                             MAYOR
OF CORPORATE SERVICES

Certified a true copy of
Bylaw No. 1080-2018 as adopted.

______________________________
Director of Corporate Services