



**MINUTES  
DISTRICT OF PORT HARDY  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY OCTOBER 23, 2018  
COUNCIL CHAMBERS, MUNICIPAL HALL  
7360 COLUMBIA STREET**

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

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

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

**A. CALL TO ORDER**

Mayor Bood called the meeting to order at 6:04 pm.

**B. APPROVAL OF AGENDA**

**Moved/Seconded/Carried**

THAT the agenda for the Committee of the Whole meeting of October 23 ,2018 be accepted as presented.

**C. DELEGATION**

1. RCMP Staff Sgt. Wes Olsen re: Quarterly Report to Council, July – September 2018.

RCMP stats: July – September 2018 were received for information.

Staff Sergeant Olsen provided an overview of the RCMP activities for the third quarter of 2018. The review included numbers and types of case files with comparisons to the previous quarters.

Discussion with Council included:

- Increase in files over the summer is usual, more people out and about
- Indigenous court project is moving forward
- Staffing levels on paper are full but some members on administrative duties or medical and two members departing in spring.
- Being proactive in asking for replacements
- Citizens on Patrol program is a volunteer program, no one has contacted the detachment about setting up a program.

2. Elizabeth Aman-Hume, Executive Director and Chamber Executive members: Rob Tucker, Alex Higgins, Muffy Jones; Visitor Center staff Lynette Tanaka and Sandy McLaughlin Jolie White, Vancouver Island North Tourism re: Annual Update to Council / Fee for Service presentation.

Elizabeth Aman-Hume provided Council with a brief overview of the Visitor Information Centre and Chamber of Commerce activities during the year.

Discussion with Council included:

- Update on staffing and their areas of responsibility.
- Ongoing training for visitor information staff including local and North Island familiarization tours.

COW 2018-037  
APPROVAL OF  
AGENDA AS  
PRESENTED

DELEGATION  
RCMP RE:  
QUARTERLY  
REPORT (JULY-  
SEPT/18).

DELEGATION  
E. AMAN-HUME,  
EXEC DIR, PH  
CH OF COMM &  
VISITOR CTR.

- “Ask a Local” program has been successful with staff and volunteers greeting, visitors around town and offer information and help. More volunteers would be helpful.
- Increased signage and information on tables at the Visitor Center as well as an internet kiosk is available for visitor use.
- Visitors statistics; August 2018 is up 29% from 2017.
- Number of visitors through the center so far this year is 11,108; all of 2017 had 10,300 visitors for the year.
- Past and upcoming contracted events were reviewed.
- Use of the building for multiple events and meetings throughout the year
- Working within the Municipal Regional District Tax program funding and guidelines for destination marketing and branding programs.

Elizabeth Aman-Hume advised Council that a Fee for Service application has been submitted for 2019 and requested Council consider multi-year funding. Longer term funding will help the Chamber and Visitor Center in longer term strategic planning, retain staff and staffing levels and provide better opportunities to plan and develop future initiatives.

Council members thanked the Chamber of Commerce Executive and Visitor Center staff for all their work. It was commented that tourism is growing in the community and they provide valuable service and partnership with the District.

**D. NEW BUSINESS**

None

**E. ADJOURNMENT**

**MOVED**

THAT the Committee of the Whole adjourn.

Time: 6:30 pm

CORRECT

APPROVED

*Original signed by:*

\_\_\_\_\_  
DIRECTOR  
OF CORPORATE SERVICES

\_\_\_\_\_  
MAYOR

COW 2018-038  
ADJOURNMENT