



**DISTRICT OF PORT HARDY
AGENDA FOR THE
REGULAR COUNCIL MEETING
7:00 PM TUESDAY JULY 9, 2019
COUNCIL CHAMBERS - MUNICIPAL HALL**

*We respectfully acknowledge that this meeting is being held on the
traditional territory of the Kwakiutl People, Gilakas'la*

PAGE

A. CALL TO ORDER

B. APPROVAL OF AGENDA AS PRESENTED (or amended)

Motion.

1.

2.

C. ADOPTION OF MINUTES

5 - 7

1. Minutes of the Special Meeting of Council held June 25, 2019.

Motion.

1.

2.

[Special Meeting of Council June 25, 2019](#)

8 - 9

2. Minutes of the Committee of the Whole Meeting held June 25, 2019.

Motion.

1.

2.

[Committee of the Whole June 25, 2019](#)

10 - 12

3. Minutes of the Regular Council Meeting held June 25, 2019.

Motion.

1.

2.

[Regular Council June 25, 2019](#)

D. DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

1. David Grainger, Port Hardy Volunteer Fire Department re: Recognition for Life Saving Efforts.
2. Heather Nelson-Smith, Director of Corporate and Development Services re: Board of Examiners Certificate in Local Government Service Delivery-Presentation of Certificate by Deputy Mayor.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

13 - 16

1. Action Items.
[Council Action Report June 25, 2019](#)

2. Committee of the Whole recommendation from June 11, 2019.

THAT the Committee of the Whole recommend to Council that a package be sent to the Regional District of Mount Waddington for consideration of implementing a Woodstove Exchange Program similar to the Comox Valley Regional District with a tiered level of energy efficient, low emissions heating systems with rebates for discussion at the next meeting of the Regional District.

Motion.

1.

2.

3. Committee of the Whole recommendation June 25, 2019.

THAT the Committee of the Whole recommends to Council that staff advise the Port Hardy Christian Fellowship that the District is unable to forgive the \$60,310 in tax debt as requested. AND THAT Council direct staff to inform Port Hardy Christian Fellowship of the application process for Permissive Tax Exemption.

Motion. 1. 2.

4. Committee of the Whole Recommendation June 25, 2019.

THAT the Committee of the Whole recommends to Council that staff follow up with the owners of 7050 Rupert Street and notify them that a rezoning application will be required for consideration by Council regarding the nonconforming residential use of the property.

Motion. 1. 2.

- 17 5. Port Hardy Pride Day Proclamation.
[Proclamation Pride Day Port Hardy](#)

F. NEW BUSINESS

None in Agenda Package.

G. CORRESPONDENCE

- 18 1. Darren Arnett, Filomi Days Committee re: Helicopter rides.

*Recommendation: THAT Council permit the use of Tsulquate Park for the purposes of Helicopter Rides on July 20 and 21, 2019 following all insurance and safety regulations as required by the District of Port Hardy.
Previously ratified via email.*

Motion. 1. 2.
[FILOMI Days Committee Request](#)

- 19 - 20 2. Port Hardy Pride re: Request to use Carrot Park and close a portion of Market Street for Parade September 14, 2019.

Motion. 1. 2.
[Port Hardy Pride Request.](#)
[Map of Road Closure Request](#)

H. COUNCIL REPORTS

1. Verbal Reports from Council members.

I. COMMITTEE REPORTS

- 21 - 24 1. Bear Smart Port Hardy Annual Update. For information.
[BSPH Annual Update](#)

25 - 27 2. Minutes of the Parks, Recreation, Arts and Culture Committee meeting held June 26, 2019. For information.
[Parks, Recreation, Arts and Culture Committee Meeting Minutes June 26, 2019](#)

28 - 34 3. Minutes of the Port Hardy Tourism Advisory Committee meeting held on June 27, 2019.

Recommendation:
THAT the Tourism Advisory Committee recommends to Council that Council approve policy CP10.12, District Logo Policy as presented.

Motion. 1. 2.
[Tourism Advisory Committee Meeting Minutes June 27, 2019](#)
[CP10.12 District Logo Policy](#)

J. STAFF REPORTS

35 - 36 1. Accounts Payable listing June 2019. For information.
[Accounts Payable Listing June 2019](#)

37 - 38 2. Heather Nelson-Smith, Director of Corporate and Development Services re: Hazardous Condition of Property Order.

The Council of the District of Port Hardy pursuant to Division 12 of Part 3 of the Community Charter hereby resolves that:

1. the fire safety issues located at 7235 Highland Drive, Port Hardy, British Columbia, legally described legally described as Lot 1, Section 36, Township 9, Rupert District Plan 29962 PID 001-308-629 is considered to be in or creates an unsafe condition.

2. the owner/agent/lessee and occupier of the building is hereby ordered to take the following remedial action within 30 days of the receipt of notice of this Order:

- Repair the Fire Alarm;*
- Repair openings that compromise fire separations;*
- Ensure that all doors close properly to prevent the spread of fire;*
- Annual inspections for the fire extinguishers and emergency lighting be completed.*

AND BE IT FURTHER RESOLVED that the Director of Corporate and Development Services of the District of Port Hardy BE AND IS HEREBY AUTHORIZED in default of such remedial measures being undertaken by the owners or occupiers, to carry out or have such work carried out and the expense charged to the owner or occupier. If unpaid on December 31 in the year in which the work is done, the expense shall be added to and form part of the taxes to be paid on the real property as taxes in arrears or be collected as a debt.

Motion. 1. 2.
[Staff Report-Order 7325 Highland Drive](#)
[Council Order 7235 Highland](#)

39 - 41 3. Lynda Sowerby, Director of Recreation re: Port Hardy RCMP Request.

Motion. 1. 2.
[Staff Report Port Hardy RCMP Vessel](#)
[Moorage RCMP Vessel Request](#)

K. CURRENT BYLAWS AND RESOLUTIONS

None in Agenda Package.

L. PENDING BYLAWS

None in Agenda Package.

M. INFORMATION AND ANNOUNCEMENTS

July 10, 2019	9:30 am MWHN Housing Project Outcomes Seven Hills Golf Course
July 10, 2019	7:00 pm Port Hardy Heritage Society Meeting
July 12, 2019	12:00 pm Bear Smart Port Hardy Committee Meeting
July 15, 2019	3:00 pm Operational Services Committee Meeting
July 17, 2019	3:00 pm Parks, Recreation, Arts and Culture Committee Meeting
July 19-21, 2019	FILOMI Days
July 29, 2019	12:00 pm Emergency Planning Committee Meeting

N. NOTICE OF IN CAMERA MEETING

None in Agenda Package.

O. ADJOURNMENT

Questions pertaining to the Agenda will follow after the meeting.



**MINUTES
DISTRICT OF PORT HARDY
SPECIAL MEETING OF COUNCIL MEETING
HELD TUESDAY, JUNE 25, 2019
COUNCIL CHAMBERS - MUNICIPAL HALL**

*We respectfully acknowledge that this meeting is being held on
the traditional territory of the Kwakiutl People, Gilakas'la*

PRESENT: Mayor Dennis Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury, Leighton Wishart

ALSO PRESENT: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Louisa Bates, Confidential Secretary

REGRETS: Lynda Sowerby, Director of Financial Services; Abbas Farahbakhsh, Director of Operations

A CALL TO ORDER

Mayor Dugas called the meeting to order at 5:00 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B APPROVAL OF AGENDA AS PRESENTED (OR AMENDED)

2019-022-SC

Councillor Dorward made a motion THAT the agenda for the Special Meeting of Council June 25, 2019 be accepted as presented. Councillor Corbett-Labatt seconded the motion. Carried.

C STAFF REPORTS

1. 2019 UBCM Cabinet Meetings.

Meeting with Honourable Premier Horgan:

- Discuss resource revenue sharing to communities to assist with projects as per resolutions submitted to AVICC and UBCM.
- Capital funding available to the remote North Island Communities for future infrastructure similar to the funding allocated to the North Coast and the Northern Capital Planning Grant.
- Financial support for the Port Hardy Multiplex.

Meeting with Honourable Selina Robinson, Minister of Municipal Affairs and Housing:

- Housing initiatives on the North Island, Mount Waddington initiatives including the studies done to date.
- Support for housing capital funds for supportive, seniors, families and market housing.
- Discuss assistance mechanisms that identify ways that we can achieve a sustainable housing supply on the North Island.

Island Health:

- Doctor, Nurse and Professional employees retained in the area is challenging and Port Hardy is already experiencing shortages.
- Services such as postnatal, prenatal and dialysis.

Ministry of Forest, Lands, Natural Resource and Rural Development:

- Resource Stewardship- Fish habitat and the processes.
- Integrated Resource- North Island Community Forest additional tenure.

Ministry of Health:

- Population and Public Health- Supportive services including prenatal and postnatal care.
- Specialized Services- Cat scans and dialysis.

Ministry of Mental Health and Addictions:

- Wellness First initiatives need support to be successful as a pilot project
- Managed alcohol and addictions.
- Health network update to the addictions and recovery plan.

Ministry of Municipal Affairs and Housing:

- Infrastructure and Engineering - Available funding for projects such as the multiplex, chiller etc...
- Housing and Policy Branch- Landlords upgrading incentives and opportunities for supporting housing.
- Community Gaming Projects- Policy regarding leased properties is excessive.

Ministry of Public Safety:

- Policing and Security Branch- More support in Port Hardy and concerns regarding budget reductions in the area. Increased support for First Nations policing.

Ministry of Transportation and Infrastructure:

- Highway Operations- Road maintenance.
- Cultural Signage initiatives.

BC Housing:

- North Island Seniors Housing Foundations, supportive housing and market housing.

BC Hydro:

- Two tier hydro rates.

Ministry of Tourism Arts and Culture:

- BC Arts Council- Cultural Signage.

RCMP

- Policing concerns in Port Hardy.

Ministry of Indigenous Relations and Reconciliation:

- Community and Social Innovation- Support for reconciliation initiatives other than the C2C funding.

D MOTION TO CLOSE MEETING TO THE PUBLIC (IN CAMERA)

Motion requires as per section 90 of the *Community Charter* that the meeting be closed to the public for the purposes of discussing:

1. Subject matter related to Community Charter:
Section 90-1(g) litigation or potential litigation affecting the municipality.

2019-023-SC

Councillor Dorward made a motion 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 (g) *litigation or potential litigation affecting the municipality*. Councillor Corbett-Labatt seconded the motion. Carried.

E ADJOURNMENT

2019-024-SC

Councillor Dorward made a motion THAT the meeting adjourn at 6:40 pm.

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
HELD TUESDAY JUNE 25, 2019
COUNCIL CHAMBERS- MUNICIPAL HALL**

*We respectfully acknowledge that this meeting is being held on
the traditional territory of the Kwakiutl People, Gilakas'la*

PRESENT: Mayor Dennis Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury, Leighton Wishart

ALSO PRESENT: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Financial Services; Abbas Farahbakhsh, Director of Operations; Louisa Bates, Confidential Secretary

REGRETS: None

A CALL TO ORDER

Mayor Dugas called the meeting to order at 6:43 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl people.

B APPROVAL OF AGENDA AS PRESENTED (OR AMENDED)

COW 2019 -028

Councillor Tidbury made a motion THAT the agenda for the Committee of the Whole meeting June 25, 2019 be accepted as presented. Councillor Dorward seconded the motion. Carried.

C BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

None.

D STAFF REPORTS

1. Lynda Sowerby, Director of Finance re: Port Hardy Christian Fellowship request for tax debt forgiveness.

Discussion included:

- Inability for the District to write off taxes.
- Most of the outstanding taxes are paid to other agencies.

COW 2019 -029

Councillor Tidbury made a motion THAT the Committee of the Whole Recommends to Council that staff advise the Port Hardy Christian Fellowship that the District is unable to forgive the \$60,310 in tax debt as requested. AND THAT Council direct staff to

inform Port Hardy Christian Fellowship of the application process for Permissive Tax Exemption. Councillor Wishart seconded the motion. Carried.

2. Heather Nelson-Smith, Director of Corporate Services re: Providence Place Zoning.

Discussion included:

- Property being used for residential occupancy.
- Benevolent care for displaced and those waiting to go into long term care.
- Community Care facility has to be licensed through the Provincial Government.
- Definition of hotel is temporary accommodation.
- Rezoning process requirements.
- BC Assessment based on use and not permitted zoning.

COW 2019 -030

Councillor Tidbury made a motion THAT the Committee of the Whole recommends to Council that staff follow up with the owners of 7050 Rupert Street and notify them that a rezoning application will be required for consideration by Council regarding the nonconforming residential use of the property. Councillor Dorward seconded the motion. Carried.

E ADJOURNMENT

- 1.

COW 2019 -031

Councillor Dorward made a motion THAT the meeting be adjourned at 6:52 pm.

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR



**MINUTES
DISTRICT OF PORT HARDY
REGULAR COUNCIL MEETING
HELD TUESDAY JUNE 25, 2019
COUNCIL CHAMBERS - MUNICIPAL HALL**

*We respectfully acknowledge that this meeting is being held on
the traditional territory of the Kwakiutl People, Gilakas'la*

PRESENT: Mayor Dennis Dugas, Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury, Leighton Wishart

ALSO PRESENT: Allison McCarrick, CAO; Heather Nelson-Smith, Director of Corporate Services; Lynda Sowerby, Director of Financial Services; Abbas Farahbakhsh, Director of Operations; Louisa Bates, Confidential Secretary

REGRETS: None

A CALL TO ORDER

Mayor Dugas called the meeting to order at 7:00 pm and acknowledged that the meeting is being held on the traditional territory of the Kwakiutl First Nation.

B APPROVAL OF AGENDA AS PRESENTED (OR AMENDED)

2019-144

Councillor Dorward made a motion THAT the agenda of the Regular Council meeting held June 25, 2019 be accepted as presented. Councillor Smith seconded the motion. Carried.

C ADOPTION OF MINUTES

1. Minutes of the Committee of the Whole meeting held June 11, 2019.

2019-145

Councillor Tidbury made a motion THAT the minutes of the Committee of the Whole meeting held June 11, 2019 be accepted as presented. Councillor Smith seconded the motion. Carried.

2. Minutes of the Regular Council meeting held June 11, 2019.

2019-146

Councillor Wishart made a motion THAT the minutes of the Regular Council meeting held June 11, 2019 be accepted as presented. Councillor Smith seconded the motion. Carried.

D DELEGATIONS AND REQUESTS TO ADDRESS COUNCIL

1. David Grainger, Port Hardy Volunteer Fire Department re: Recognition for Life Saving Efforts. Mr. Grainger was unavailable, tabled to July 9, 2019.

E BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Action Items were reviewed.

F NEW BUSINESS

1. District of Port Hardy Annual Report 2018.

Discussion included:

- Annual Report can be used as support for grant applications.
- Shows Councils progress through the year and consistency with goals and objectives.
- Requirement of the *Community Charter*.

2019-147

Councillor Tidbury made a motion THAT Council approve the District of Port Hardy 2018 Annual Report. Councillor Wishart seconded the motion. Carried.

G CORRESPONDENCE

1. Hon. Claire Trevena, MLA re: Two-tier hydro rates was received for information.
2. Rachel Blaney, MP re: Chinook salmon response from Minister Wilkinson was received for information.
3. Port Hardy Chamber of Commerce re: Canada Day Letter to Council.

2019-148

Councillor Dorward made a motion THAT Council approve the requests by Elizabeth Aman-Hume, Port Hardy Chamber of Commerce Executive Director as follows:

- Permission to use Carrot Park for the event.
- That the Mayor or his appointee be made available for welcome ceremony.
- Use of the electrical outlets at the Cenotaph for sound equipment.
- Use of barricade equipment to close off the Visitor Centre parking lot and some parking spaces on Market Street from 9am to the end of the event on July 1.

Councillor Smith seconded the motion. Carried.

H COUNCIL REPORTS

Mayor Dugas and Councillors Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury, and Leighton Wishart provided an update on the various events and initiatives they undertook on behalf of the District of Port Hardy.

I COMMITTEE REPORTS

1. Minutes from the First Nations Relations Committee meeting held June 11, 2019 were received for information.
2. Minutes from the Operational Services Committee meeting held June 17, 2019 were received for information.

J STAFF REPORTS

1. Allison McCarrick, Chief Administrative Officer re: Rural Dividend Fund Intake 2019/2020.

2019-149

Councillor Tidbury made a motion THAT Council authorize the submission of an application to the BC Rural Dividend Program for the District of Port Hardy Boatyard and Haul-out Feasibility Study and that the Council support this project through its duration. AND FURTHER THAT Council authorizes up to \$15,000 be included in the District 2020-2024 Financial Plan to fund its financial contribution towards its project. Councillor Wishart seconded the motion. Carried.

K CURRENT BYLAWS AND RESOLUTIONS

1. Bylaw 1097-2019 bylaw to amend Sign Regulation Bylaw 08-2009 for adoption.

2019-150

Councillor Tidbury made a motion THAT Bylaw 1097-2019 bylaw to amend Sign Regulation Bylaw 08-2009 be adopted. Councillor Dorward seconded the motion. Carried.

L PENDING BYLAWS

None in agenda package.

M INFORMATION AND ANNOUNCEMENTS

Announcements were received.

N NOTICE OF IN CAMERA MEETING

None.

O ADJOURNMENT

2019-151

Councillor Tidbury made a motion THAT the meeting be adjourned at 7:45 pm.

CORRECT

APPROVED

DIRECTOR OF
CORPORATE SERVICES

MAYOR

Meeting Date	Meeting Item Description	Resolution Text	Description	Staff Responsible	Follow-Up Status	Comments
June 25, 2019	Port Hardy Chamber of Commerce re Canada Day Letter to Council.	THAT Council approve the requests by Elizabeth Aman-Hume, Port Hardy Chamber of Commerce Executive Director as follows.....	THAT a letter be written to the PHCC informing the organization of the decision of Council at the June 25, 2019 Council meeting.	Louisa Bates	Complete	
June 25, 2019	David Grainger, Port Hardy Volunteer Fire Department re: Recognition for Life Saving Efforts.		Move to July 9, 2019 meeting	Heather Nelson-Smith	Complete	
June 25, 2019	Allison McCarrick, Chief Administrative Officer re Rural Dividend Fund Intake 2019/2020.	THAT Council authorize the submission of an application to the BC Rural Dividend Program for the District of Port Hardy Boatyard and Haul-out Feasibility Study and that the Council support this project through its duration. AND FURTHER THAT Council authorizes up to \$15,000 be included in the District 2020-2024 Financial Plan to fund its financial contribution towards its project.	Submit application on behalf of the District	Allison McCarrick	In Progress	
June 11, 2019	Pride Day Proclamation.	THAT the Pride Proclamation be tabled to the next meeting awaiting confirmation of a new date.	Put forward to next agenda	Louisa Bates	Assigned	Heather Nelson-Smith 04 Jul 2019 02:43:14 PM On the July 9, 2019 Agenda.

Meeting Date	Meeting Item Description	Resolution Text	Description	Staff Responsible	Follow-Up Status	Comments
June 11, 2019	North Island Seniors Housing Foundation re: Request for Memorandum of Understanding.	THAT staff prepare a Memorandum of Understanding between the North Island Seniors Housing Foundation and the District of Port Hardy for the long term use of a portion of land.	Preparation of a MOU between NISHF and DPH	Heather Nelson-Smith	Complete	Heather Nelson-Smith 28 Jun 2019 12:32:54 PM MOU has been executed and signed between DPH and NISHF
June 11, 2019	Lynda Sowerby, Director of Finance re: Climate Action Carbon Neutral Fund.	THAT Council amend the Policy Statement of Policy #CP2.19, AND THAT \$5,000 be transferred to the Climate Action Neutral Carbon Fund as the 2018 contribution.	Amendment of Policy Statement of Policy #CP2.19 and transfer Climate Action Neutral Carbon Fund as the 2018 contribution.	Lynda Sowerby	Complete	
May 14, 2019	Overhead Heaters Hall #2	THAT Council authorize the replacement of two overhead heaters located in the parking bay area of Fire Hall #1 for an amount not to exceed \$11,000 funded from general surplus.	That the process for the purchase of two overhead heaters for Firehall #1 proceed.	Lynda Sowerby	In Progress	
April 9, 2019	Shuffleboard	THAT floor shuffle board equipment be added to the 2020 budget AND in the meantime allow staff to initiate a conversation with service groups to see if there is an appetite to fund the equipment in 2019.	Shuffleboard equipment be added to the 2020 budget and that DPH staff approach service groups to seek out interest in funding the equipment	Lynda Sowerby	Assigned	

Meeting Date	Meeting Item Description	Resolution Text	Description	Staff Responsible	Follow-Up Status	Comments
March 26, 2019	Fire Department SCBA	THAT the Council of the District of Port Hardy authorizes up to \$215, 000 to be borrowed, under Section 175 of the Community Charter, from the Municipal Finance Authority, for the purpose of purchasing an air compressor and 22 SCBA packs; AND FURTHER THAT the loan be repaid within 10 years, with no rights of renewal.	THAT the Council of the District of Port Hardy authorizes up to \$215, 000 to be borrowed, under Section 175 of the Community Charter, from the Municipal Finance Authority, for the purpose of purchasing an air compressor and 22 SCBA packs; AND FURTHER THAT the loan be repaid within 10 years, with no rights of renewal.	Lynda Sowerby	In Progress	Heather Nelson-Smith 04 Jul 2019 02:49:04 PM Awarded awaiting final confirmation from supplier.
January 8, 2019	Short term Vacation Rental Survey	THAT staff prepare a public survey to gather input on the recommendations from the Community Consultative Committee. AND THAT the committee review the feedback and prepare a report of findings to Council.	Prepare and submit Short term Vacation Rental Survey	Heather Nelson-Smith	In Progress	Heather Nelson-Smith 04 Jul 2019 02:45:29 PM Survey will run until end of summer.

Meeting Date	Meeting Item Description	Resolution Text	Description	Staff Responsible	Follow-Up Status	Comments
July 10, 2018	Hosting future AVICC Convention		Nov 27/18 C/Tidbury advised 2020 & 2021 hosting applications coming out soon. Suggested District apply to host in 2022 Sept 25/18: Approved in principle hosting of an AVICC Convention in Port Hardy AND THAT further investigation be done in setting up an adhoc committee -Staff report received on Sept 25 18/Council meeting.			Heather Nelson-Smith 02 Jun 2019 09:26:33 PM Council Direction



District of Port Hardy

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



PROCLAMATION SECOND SATURDAY IN AUGUST “PRIDE DAY PORT HARDY”

- WHEREAS Pride celebrations contribute to a more inclusive and safe community for LGBTQ+ identifying individuals;
- AND WHEREAS Port Hardy Pride exists to foster safety and inclusion for Lesbian, Gay, Bisexual, Trans/Gender Non-Conforming, Two-Spirit and other Gender Sexual Minorities in Port Hardy through events, education and advocacy;
- AND WHEREAS LGBTQ+ individuals contribute significantly to the economic and social development of the District of Port Hardy and the broader Mount Waddington region;
- AND WHEREAS The pride flag exists as a universal symbol of the diversity and vibrancy of the LGBTQ+ community and shall be raised at the Municipal Hall on Pride Day to respect and honour Port Hardy’s LGBTQ+ community;
- AND WHEREAS Indigenous cultures locally and across Canada have historically recognized and respected a breadth of gender and sexual identities which colonization attempted to restrict and destroy. Respect and appreciation for Two-Spirit people is considered an act of reconciliation.
- NOW, THEREFORE, I, Dennis Dugas Mayor of Port Hardy, do hereby proclaim the second Saturday in August as Port Hardy Pride Day and encourage all members of the community to take note of, support and participate in this celebration.

Proclaimed Tuesday July 9, 2019

Dennis Dugas, Mayor



**FILOMI Days Committee
P.O. Box 914
Port Hardy, BC
V0N 2P0**

July 4, 2019

Filomi Days July 19th-21st, 2019

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

Dear Mayor and Council:

On behalf of the Filomi Days Committee, I would like to formally request council approval to permit the use of the Tsulquate Park area adjacent to the Kinsmen Pavilion to facilitate helicopter landing and takeoff on the following dates/times:

Saturday July 20, 2019 10:00 AM-6:00 PM
Sunday July 21, 2019 10:00 AM-6:00 PM

The park area will be fenced off and volunteers will be positioned for public safety to avoid unauthorized access to the area.

Sincerely,

Darren Arnett
Filomi Days Committee



4 July, 2019

To the Port Hardy District Council,

We, the Port Hardy Pride Society, wish to express our gratitude for the support the District has shown towards our plans for the first Port Hardy Pride Day. We have reviewed our date and wish to hold this year's celebration on September 14, 2019, while declaring the second Saturday in August as Port Hardy Pride Day moving forward. Our intention is to hold the event in Carrot Park and would like to request use of the park on that date from 9am-7pm which will be inclusive of time for set-up, tear-down and clean up. We would also like to request a road closure along Market Street from Hastings St. to Highway 19 from 11am until 4pm for a march to kick off the event and vendor space (see attached map).

We are aware that there is an application for parade and will be filling that out in support of this request. We will also be completing the appropriate event applications with Island Health and applying for event insurance as required. If you could forward all requirements to porthardypride@gmail.com we will be most happy to comply. As this is our first year and finances are going to be tight, we wish to respectfully request a waiver of fees, aside from the clean-up deposit.

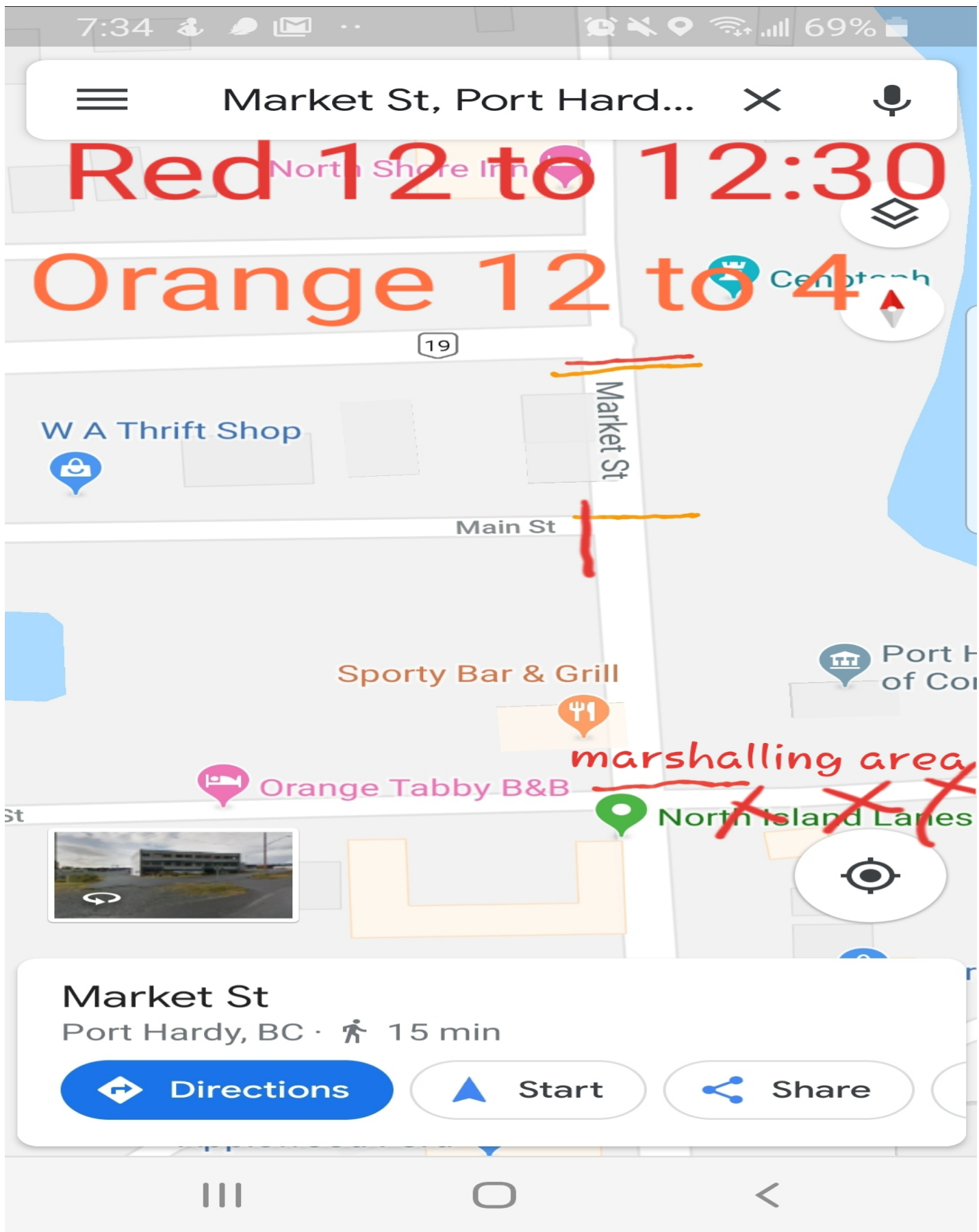
We are extremely excited to be able to provide events that promote visibility, safety and inclusion for the LGBTQ2+ community here in Port Hardy and are so grateful for the district's enthusiastic support and partnership.

With Respect,

Cheryl Zaw
on behalf of:
Port Hardy Pride Society

<https://www.facebook.com/PortHardyPride/>

porthardypride@gmail.com



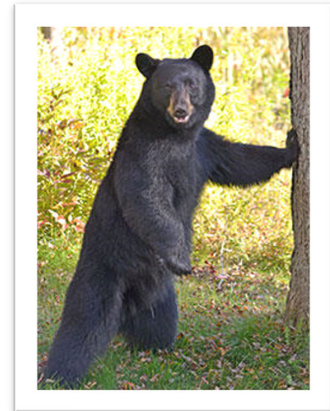
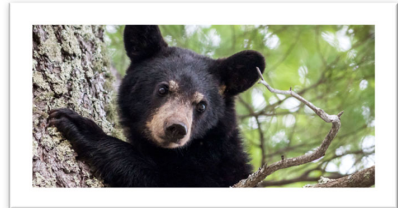


Bear Smart Port Hardy, an initiative directed by the Council of the District of Port Hardy, is seeking volunteers to help the committee provide education about being Bear Smart to the public.

How can you help?

We have many volunteer opportunities available such as:

- Booths at community events.
- Visiting schools.
- Assisting the Conservation Service with door to door campaigns when bears are in area.
- Social media post creation.
- Data entry and maintenance.
- Preparing articles and content for website.



Interested in becoming a volunteer
or need more information?
Contact:
District of Port Hardy
Heather Nelson-Smith, Director of Corporate Services
general@porthardy.ca - 250-949-6665

**To report a bear encounter where public safety is at risk call the
Conservation Officer Service at: 1. 877. 952. RAPP (7277)**

When you report bear activity to the Conservation Officer Service, it provides the opportunity to work proactively together to fix the problem before it gets out of control. Reports of dangerous wildlife (bears) in the community may NOT result in the removal of the animal, in fact, if reported soon enough, Conservation Officers, municipal workers and community volunteers can often change human behavior before it results in the removal of the animal.

It takes the entire community to make change!





BEAR SMART NEWS

This Issue

Volunteers P. 1

Mission P. 2

What you can do P. 3

How to volunteer P. 4

OUR VOLUNTEERS

Bonnie Bergeron

Thomas Kervin

Amy Krull

Patrick Lemieux

Candy Nomeland

Leia Patterson

Sarah Salter

Rachel Tam

Councillor Treena Smith

Staff support:

Heather Nelson-Smith



Fun Fact!

Bears can eat up to **25,000** calories per day.

This is like eating everything you eat 13 times every single day!

Garbage definitely has more calories than berries.

Volunteer Activities to Date

Our group has had an active year. Last year we kicked off the season with a booth at FILOMI Days. Then went onto win 1st prize for our booth at the Fall Fair!

Recently the group has been going to the elementary schools and to date we have presented for over 500 students.

The students have been so receptive to learning about what they can do to prevent Human Wildlife conflicts. We would like to thank:

- Avalon Adventist Junior Academy
- Eagleview Elementary
- Fort Rupert Elementary
- Gwa'sala-'Nakwaxda'xw School
- Wagalus School



What is up next? We will have a booth at the Canada Day Celebration in Carrot Park and we will also be attending the Fall Fair in Port McNeill.

We have recently begun door to door campaigns to assist the Conservation Officer in spreading the word about Bear activity, but we do need more volunteers. Check out our volunteer recruitment on the back page.





BEAR SMART PORT HARDY



There are approximately 120,000-160,000 black bears in BC. Due to an abundance of natural food sources and premier habitat on Northern Vancouver Island, it is estimated that there may be one bear per square kilometer.

OUR MISSION

"TO EDUCATE AND MOTIVATE THE PUBLIC ON HOW TO REDUCE HUMAN-BEAR CONFLICTS IN PORT HARDY"

WHAT WE DO

- We pass along information to help protect our community from Human Wildlife conflicts.
- We assist the Conservation service in spreading the word of bear sightings in the area.
- Make recommendations to Council on initiatives that reduce conflicts.
- We prepare articles and social media posts to help educate.

WHAT WE DON'T DO

- Act as bylaw enforcement
- Act as conservation officers
- Work for the conservation service



Thank you!

On June 27, 2019 we received a \$1,500.00 Donation from Bear Smart BC Consulting towards a Bear Proof Garbage Can.



WHAT YOU DO REALLY MATTERS

Bears in pursuit of human food sources may damage property or, in rare cases, cause injury to people. Carelessly stored garbage, birdfeeders, pet foods and barbecues are open invitations for bears and often causes them to pay with their lives for human mistakes.

Here are some great tips to help you reduce human-wildlife conflicts:



- Do not store your garbage or recycling outside.
- Do not put out garbage/recycling until 7 am on pick up day.
- Extra or smelly garbage should be taken to the transfer station.



- Harvest your fruit as soon as it ripens.
- Remove fallen fruit from the ground.
- Plant non fruit bearing trees.



- Burn BBQ and clean immediately after each use.
- Do not leave any food unattended outside, the smell from the BBQ will travel a long distance.



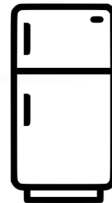
- Do not use bird feeders.
- Instead use bird baths or plant red or pink native flowers to attract birds.



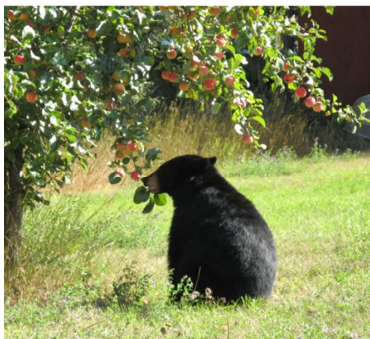
- Feed your pets inside and store their food inside.



- Do not leave dog bones lying around your yard.



- Ensure hen enclosures are electrified.
- Clear brush around fence line to remove hiding places.
- Do not use outdoor fridges and freezers to store food.



MINUTES
DISTRICT OF PORT HARDY
PARKS, RECREATION, ARTS & CULTURE COMMITTEE MEETING
3:00 PM WEDNESDAY JUNE 26, 2019
COUNCIL CHAMBERS - 7360 COLUMBIA STREET



*We respectfully acknowledge that this meeting is being held on the
traditional territory of the Kwakiutl People, Gilakas'la*

Committee Members: Councillors Fred Robertson (Chair), Pat Corbett-Labatt, Janet Dorward

Staff: Allison McCarrick, CAO; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Louisa Bates, Confidential Secretary

Also Present: 4 members of the public.

A. CALL TO ORDER

Councillor Robertson called the meeting to order at 3:00 pm.

B. APPROVAL OF AGENDA AS PRESENTED (or amended).

Addenda:

Additions to business arising from the minutes and unfinished business:

1. Dog park.
2. Pickle ball.
3. Swim passes.

PRAC 2019-022
APPROVAL OF
JUNE 26/19
AGENDA AS
AMENDED

Moved/Seconded/Carried

THAT the Parks, Recreation, Arts and Culture Committee June 26, 2019 agenda be approved as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Parks, Recreation, Arts & Culture Committee meeting held May 15, 2019.

PRAC 2019-023
MAY 15/19
MINUTES
APPROVED

Moved/Seconded/Carried

THAT the minutes of the Parks, Recreation, Arts & Culture Committee meeting held May 15, 2019 be approved as presented.

D. DELEGATIONS

No delegations.

E. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Trustee Dog Park, Serena Neumerschitsky.

Discussion included:

- Proposal of an enclosed dog park on Trustee Road.
- A dog park has not been adopted by Council as a priority project and budget has not been allocated for 2019.
- Delegate advised to prepare a detailed project description outlining project parameters including the following: proposed location of enclosed dog park, area to be fenced, required drainage and barriers, and proposed fundraising mechanisms. Additional materials including a conceptual drawing or power point materials also advised.
- Recommended that the applicant consider partnering with a local service group or not for profit organization for securities and insurance.
- The proposal to be then brought back to the Parks, Recreation, Arts and Culture committee, then to Council for final consideration and approval.
- If the proposal is approved by Council, applicant could then proceed with fundraising, further discussions may be required with Director of Finance to determine if funding opportunities are available through the District once a percentage of the project costs have been secured.

Serena Neumerschitsky left the meeting, 3:15 pm.

2. Pickleball Summer Schedule, Richard Boulevard and Frank Dunlap.

Discussion included:

- June 26, 2019 is the last allocated session.
- Request from pickleball participants to open facilities and continue offering sessions throughout the summer.
- Discussions regarding the use of outdoor tennis courts; surface material is weathered and deteriorating; ball doesn't respond well with the current surface materials and the net requires adjustments.
- Recreational staffing limitations throughout the summer; arena facilities are presently open during the day; evening hours are difficult to accommodate with seasonal staff, presents liability concerns if there is not 1 senior recreation staff on site.
- Committee has considered alternate locations once ice is put back in; need to revisit the reciprocal arrangements with SD85 for public use of school gym facilities.
- Request to set up a meeting with School District 85 Board of Directors, staff to provide clarification on the policy and follow up.

Richard Boulevard and Frank Dunlap left the meeting, 3:22 pm.

3. Swim Passes, Don Kattler, Ministry of Child and Family Development.

Discussion included:

- Mr. Katter previously met with Mayor Dugas regarding low-income recreation passes.
- Examples were provided where 3rd party community service agencies offering administration of a low-income recreation pass program within municipalities i.e. City of Kamloops.
- Details provided regarding the City of Kamloops recreation program provided outlining administration requirements, need for service agency agreements to provide facility use and program access, and benefits to eligible families.
- Municipality would incur an increase in administration costs to establish and maintain the program.
- There are limitations associated with free swim events.
- Delegate advised to prepare a detailed proposal and bring back to the Parks, Recreation, Arts and Culture Committee for future consideration.

Don Kattler left the meeting, 3:34 pm.

4. Action items were received for information.

Discussion included:

- Review the reciprocal agreement with SD85 for facility and equipment use.
- Gym Use Policy to be distributed.
- Determine at the July 17, 2019 Parks, Recreation, Arts and Culture Committee meeting if there is need to meet with SD85 to discuss how to improve community access and review staffing needs.
- Use of the Civic Centre to be part of a broader future discussion.
- Container mural contracted has ended.

5. Storey's Beach Washrooms re: Ball Field Association Request for Porta-Potties.

Discussion included:

- Two porta potties located at ball field one, no porta-potties near field two.
- Two porta-potties left at ball field one for the kids, so they don't have to cross Beaver Harbour Road.
- Possibility to move one porta-potty from ballfield one to ball field two.
- Long-term plan is to build a new washroom facility by ballfield one.
- Ball field user group also requested that the new washrooms be kept open longer.

- No reply has been received to determine if the organization has arranged for additional porta-potties.
- Council desire is to get rid of the unsightly porta-potties to reduce potential for vandalism.
- No formal request has been received by the ball field user group.

F. CORRESPONDENCE

1. The Canada Day 2019 schedule was received for information.

G. NEW BUSINESS

1. Parking on Spruce tree roots along Storey's Beach.

- Concerns were expressed regarding continuous parking of vehicles on roots of spruce trees along the wooded park area of Storey's Beach Road; request by the residents for barriers to prevent people from parking along there.
- Possibility for barricades or rocks to be placed as rocks are available, or barricades are donated.
- Public works to look if rocks available in the rock quarry for barricading.

2. Beach fires.

Discussion included:

- Recreational fires on the beach are not being extinguished completely.
- Staff to contact BC Wildfire for campfire regulation posters.

H. COUNCIL / COMMITTEE REPORTS

None.

I. NEXT MEETING DATE: July 17, 2019 3:00 pm.

Upcoming 2019 Meeting Dates: (The third Wednesday of each month), August 21, September 18, October 16, November 20, December 18.

J. ADJOURNMENT

Moved

THAT the meeting be adjourned.

Time: 4:05 pm

PRAC 2019-024
ADJOURNMENT

**MINUTES
DISTRICT OF PORT HARDY
TOURISM ADVISORY COMMITTEE
2:00 PM THURSDAY JUNE 27, 2019
MUNICIPAL HALL- 7360 COLUMBIA STREET**



We respectfully acknowledge that this meeting is being held on the traditional territory of the Kwakiutl People, Gilakas'la

Committee Members: Councillors Janet Dorward and Treena Smith, Elizabeth Aman-Hume, Executive Director Chamber of Commerce; Donna Gault, Tourism Advisory Committee Chair

Staff: Allison McCarrick, CAO; Lynda Sowerby, Dir. Finance; Louisa Bates, Confidential Secretary

Also Present: Michelle Hunt, Kwakiutl First Nation; Gaby Wickstrom, Vancouver Island Tourism

A. CALL TO ORDER

Chair Donna Gault called the meeting to order at 2:02 pm.

B. APPROVAL OF AGENDA AS PRESENTED (OR AMENDED)

Approval of the June 27, 2019 Port Hardy Tourism Advisory Committee agenda as amended.

Addendum:
6. Succession Planning

TAC 2019-004
APPROVAL OF
THE JUNE 27/19
AGENDA AS
AMENDED

Moved/Seconded/Carried

THAT the Port Hardy Tourism Advisory Committee June 27, 2019 agenda be approved as amended.

C. ADOPTION OF MINUTES

1. Minutes of the Tourism Advisory Committee meeting held February 19, 2019.

TAC 2019-005
APPROVAL OF
THE FEB 19/19
MINUTES

Moved/Seconded/Carried

THAT the minutes of the Port Hardy Tourism Advisory Committee meeting held February 19, 2019 be approved as presented.

D. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Spring meetings with Tourism Vancouver Island and stakeholder visits.

Discussion Included:

- Donna Gault, Elizabeth Aman-Hume, and Denise LeGal visited local stakeholders in May; objective of visits was to improve stakeholder engagement and TAC membership recruitment.
- The stakeholder meetings were scheduled to coincide with the VINT season launch.
- It was noted that it was the wrong time of year to meet, as staff were primarily encountered, not the business owners.
- Need to reconsider the timing of future stakeholder visits to align with the start of the tourism season.
- It was recommended that business owners be contacted in advance to set meeting dates.
- Need for an updated list of MRDT collectors inclusive of all hoteliers and Air B&B operators.

ACTION

Denise is looking into the updated stakeholder list. Once an updated list is available from Destination BC, the list will be distributed accordingly.

	<p>2. The 2018 Annual Performance Report and VINT-PH Financial Report were received for information.</p> <p><i>Michelle Hunt, Kwakiutl First Nation arrived at 2:15 pm.</i></p> <p>Discussion included:</p> <ul style="list-style-type: none"> - The Annual Performance Report and Financial Report showed the combined activities of VINT and TAC for 2018. - It was noted that the average visitor length of stay decreased from 5.9% to 4.9%. - The decrease in the length of stay is potentially due to change in visitor type, where it would be beneficial to investigate further and see if this is a trend that needs to be addressed. - An overview of the Port Hardy marketing activities was provided, 2018 marketing highlights included the following: transit campaign, social media advancements, productions of promotional video, print adverts, and the 'Ask a Local' campaign. - 2018 considered to be overall successful in terms of awareness and engaging stakeholders. - An increase in MRDT revenues was observed in 2018. - A change in the quality of accommodations has also been noted with improvements and investments from hoteliers. - Report of anecdotal observation of reduced RV traffic in 2019 early season; traffic has since improved now that seasonal ferry routes have been reinstated, may also be indicative of the impact to tourism by the chinook retention closures. - Would be worthwhile to advertise opportunities for other open fisheries as well as air quality as wildfire season approaches through positive messaging.
ACTION	<p>Gaby to provide visitor stay statistics for last 5 years and send a follow up email with possible reasons why visitor length of stays would be decreasing.</p> <p>Elizabeth to provide localized visitor stay statistics for Port Hardy and the 2018 visitor profile.</p> <p>3. Live the Adventure Policy, CP10.12 District Logo Policy.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> - Review of the permitted uses of the District of Port Hardy logo. - Reproduction of logo not permitted for other purposes than that approved. - Requests to use the logo can be approved by the CAO or designate. - Appeals to decisions for logo use are to be brought forth to Council. - Logo may be displayed on stakeholder websites, must be used for intended purposes only.
TAC 2019-006 CP10.12 DISTRICT LOGO POLICY	<p>Moved/Seconded/Carried</p> <p><i>THAT Tourism Committee Recommend to Council that Council approve policy CP10.12, District Logo Policy as presented.</i></p> <p>4. Tourism Advisory Committee Member Recruitment.</p> <p>Discussion included:</p>

District of Port Hardy

	<ul style="list-style-type: none"> - Recommended that the TAC approach graduates from the North Island College Tourism Program; - Town of Port McNeill working on establishing a Tourism Advisory Committee, potential for future collaboration and cooperative marketing.
ACTION	<p>Donna to send an invitation to the North Island College Tourism Program graduates to join the TAC.</p> <p>Donna to follow up with Ben Park, Airport Inn.</p> <p>Donna to follow up with VINTAC members Lana and John Tidbury.</p> <p>E. NEW BUSINESS</p> <p>1. Stakeholder Review of 2018 Activities.</p> <ul style="list-style-type: none"> - See above 2018 Annual Performance Report and VINT-PH Financial Report discussion. <p>2. Review of the Terms of Reference.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> - Terms of Reference require an update. - Acknowledgement of traditional territory of the Kwakiutl people to be included in Call to Order procedures. - Committee members to bring forward recommendations to Donna and Elizabeth. - Recommended that the scope of the Committee's goals be expanded to include high-level goals.
ACTION	<p>Donna Gault and Elizabeth Aman-Hume to revise and bring forward to the next Committee meeting and to include Michelle Hunt for future consideration of committee structuring and recognitions of traditional territories.</p> <p>3. Review of the 5 Year Strategic Plan.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> - Need to review the objectives of the 5-Year Strategic Plan. - Address the objective that the number of visitors participating in cultural tourism experiences; target not being met. - Challenges observed with select operators; potential for improvements with communications between visitor services and operators, and messaging to guests. - Niche market available to offer cultural tours locally, open big house for viewing, dance performances, origin story telling and alike experiences. - Self-guided walking tours of Fort Rupert and local attractions, visitors presently advised to acquire schedule from Copper Maker and master carvers to coordinate viewings. - Michelle to gauge interest from youth and elders in participating in tourism, it is recognized that there is a lot to offer locally though it is difficult to find someone willing to commit for the duration of the season, community has limited capacity to offer experiences. - Opportunity to work in partnership with BC Indigenous Tourism and establish a contact for TAC and access potential marketing and partnership opportunities. - Exploration of camping on Deer Island and neighbouring islands; Kwakiutl First Nation working on developing a guardianship program, a guardian is required to oversee non-member over-night camping activities. - Economic Development officer position, an application could be submitted to Rural Dividend Fund for a similar position with the Kwakiutl First Nation; District of Port Hardy staff offered to provide support with the grant application process. - Kwakiutl First Nation is in the early stages of developing a facility similar in nature to that of the U'mista Cultural Centre.

District of Port Hardy

<p>ACTION</p>	<p>District of Port Hardy staff send out the link to the 5-Year Strategic Plan to the TAC.</p> <p>District of Port Hardy staff to follow up with Jeff Munroe regarding Rural Dividend Fund application for Kwakiutl Economic Development officer position.</p> <p>Michelle to put a call out to community members with pre-determined dates to offer cultural experiences.</p> <p>4. BC Ferries Advisory Committee Update – Tourism Cultural Advisor on Board Northern Routes & Central Coast Community Collaboration.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> - Need for a cultural advisor on the Northern BC ferry routes. - A film was suggested as an alternative to an advisor; would feature the different First Nations along the BC Ferry route and highlight the offerings of the North Island communities, and region. - Film presented as an initiative of the BC Ferries Advisory Committee to be possibly funded in partnership with Destination BC. - Upcoming cooperative marketing opportunity for a film through VINT. - Visitor materials and community information are being displayed in the BC Ferries Terminal in Port Hardy, Bella Coola terminal and Visitor Centre. - Exploring the use of a pre-existing film on the Northern Sea Wolf for the in-term. - Destination guides are on the Northern ferries. - It would be beneficial to have a cultural leader from the respective First Nation communities along the route on board, in addition to a film showcasing the region. <p><i>Allison McCarrick left the meeting at 3:30 pm.</i></p> <p>5. Update on the 2019 Tactical Plan and Preliminary Discussion of the 2020 Tactical Plan.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> - 2019 marketing campaign in progress, advancing well so far. - Port Hardy Brand; need for alignment of assets to Destination BC 'brand' while maintaining uniqueness. - Explore Port Hardy, Expect the Unexpected, Live the Adventure – worth while to do a survey, or contest for other hashtags and logos. - Consultant to conduct stakeholder consultation, and lead realignment process to DBC, consultant would work with existing materials; budget to be determined. - Continuation of transit campaign, with expansion to other communities. - Outdoor advertising opportunities such as a digital billboard board. - Looking to balance investment between cooperative and single advertising initiatives. - Increase in online traffic to visitporthardy.ca. - Continuation of distribution of destination brochures, with considerations to expand to additional BC Ferries routes. - Possibility for a video library expansion; existing content to be reshared and increase exposure and awareness; upcoming VINT video marketing opportunity for 1 ½ and 30s clip for \$2000.00. <p>ACTION</p> <p>Elizabeth to pursue RFQ for consultant for branding alignment.</p> <p>Elizabeth and Lynda to meet in August to review projected 2020 marketing budget to bring forward to next PHTAC meeting.</p>
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District of Port Hardy

Janet Dorward left the meeting at 4:00 pm.

6. Succession Planning.

Discussion included:

- TAC chair retiring at the end of 2019.
- Preliminary discussions for a succession plan and need to elect a Vice-Chair.
- Need to complete member recruitment for TAC.

F. CORRESPONDENCE

None.

G. COMMITTEE MEMBER REPORTS

Committee members provided a brief update on the various activities and initiatives they have undertaken on behalf of the TAC.

H. NOTICE OF MEETING: 10:00 am September 16, 2019.

I. ADJOURNMENT

TAC 2019-007
ADJOURNMENT

Moved
THAT the meeting be adjourned.

Time: 4:20 pm

DISTRICT OF PORT HARDY

POLICY MANUAL

COUNCIL POLICY District Logo

District Logo Policy

POLICY #CP10.12

Approved:

Page 1 of 2

PURPOSE

To provide guidelines for the use and reproduction of the District of Port Hardy logo.

AUTHORITY

The District of Port Hardy logo (brand mark) is the exclusive property and right of the District of Port Hardy Council and can be displayed or used for official District of Port Hardy business by, or on behalf of, the District of Port Hardy Council. The logo may not be displayed or used in any manner by any other individual, organization, or other entity without the written consent of the District of Port Hardy.

The Chief Administrative Officer or Designate will ensure that this policy is being followed and has authority under this policy to grant use of the logo.

A decision to allow or disallow use of the logo may be appealed to the District of Port Hardy Council.

The District of Port Hardy slogan "Live the Adventure" is not the exclusive property or right of the District; therefore, this policy does not apply.

USE

- a) It is the policy of the District of Port Hardy Council that the District logo will only be used for official District purposes related to the business of the District of Port Hardy. That business may include: formal correspondence, website, signs, documents, application forms, job postings, publications, advertisements, public announcements, awards, certificates, clothing for the identification of District staff or Council, official promotional and protocol items and other uses as approved.
- b) Reproducing the District of Port Hardy logo on materials that are not intended for official use is not permitted.
- c) For formal correspondence, the District logo will appear in the upper right-hand corner of the page.
- d) Use and reproduction of the District of Port Hardy logo are to follow the guidelines.

GUIDELINES

- a) Colour may be changed as desired by the user.
- b) Design may not be changed in any manner.

DISTRICT OF PORT HARDY

POLICY MANUAL

EXAMPLES



(Original colour)



(Black with white back ground)



(White with black back ground)

Cheque #	Pay Date	Vendor #	Vendor Name	Paid Amount	Void
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013050	05/06/2019	02514	AlSCO	120.03	
013051	05/06/2019	00829	ANA'S HARDY CLEAN	2,270.98	
013052	05/06/2019	00829	ANA'S HARDY CLEAN	1,102.50	
013053	05/06/2019	03591	APPLEWOOD AUTOBODY TOWIN	94.50	
013054	05/06/2019	01836	ARIES SECURITY LTD.	10,331.48	
013055	05/06/2019	03425	Aussie Signs, Decal & De	750.39	
013056	05/06/2019	00047	B.C. HYDRO (Minister of	48,800.54	
013057	05/06/2019	01531	BJARNASON, SUSAN	153.00	
013058	05/06/2019	00018	CANADIAN RED CROSS	80.00	
013059	05/06/2019	03435	Cloverdale Paint Inc.	333.21	
013060	05/06/2019	01433	COMOX PACIFIC EXPRESS LT	88.56	
013061	05/06/2019	01476	DOR-TEC SECURITY LTD.	138.30	
013062	05/06/2019	00099	FOX'S DISPOSAL SERVICES	5,217.78	
013063	05/06/2019	00198	GWA'SALA-NAKWAXDA'XW FI	5,382.02	
013064	05/06/2019	00063	HOME HARDWARE BUILDING C	739.63	
013065	05/06/2019	00194	INT'L UNION OPERATING EN	500.00	
013066	05/06/2019	03440	IZCO Technology Solution	711.65	
013067	05/06/2019	02873	Jewell, Joe	112.54	
013068	05/06/2019	03576	MARSHALL'S GLASS Solutio	137.55	
013069	05/06/2019	00014	MINISTER OF FINANCE	1,762.50	
013070	05/06/2019	00304	MONK OFFICE	105.07	
013071	05/06/2019	03135	Nelson-Smith, Heather	466.25	
013072	05/06/2019	03533	NORTH ISLAND PUMPS	661.90	
013073	05/06/2019	00027	NORTH ISLAND VETERINARY	281.93	
013074	05/06/2019	02071	PACIFICUS BIOLOGICAL SER	12,131.51	
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013076	05/06/2019	00769	Praxair Distribution	992.70	
013077	05/06/2019	03709	PRINT CRAFT	485.00	
013078	05/06/2019	00187	REGIONAL DISTRICT OF MT	4,751.78	
013079	05/06/2019	00253	Shaw Cable	140.34	
013080	05/06/2019	03511	SOWERBY, LYNDA	1,052.25	
013081	05/06/2019	00113	STRYKER ELECTRONICS LTD.	210.01	
013082	05/06/2019	00892	UPS Canada Ltd.	32.43	
013083	05/06/2019	02067	VANCOUVER ISLAND ECONOMI	525.00	
013084	05/06/2019	02837	Waterhouse Environmental	7,571.20	
013085	05/06/2019	03558	WEST COAST PROPANE	198.54	
013086	13/06/2019	02514	AlSCO	120.03	
013087	13/06/2019	00073	BLACK PRESS GROUP LTD.	18.69	
013088	13/06/2019	01805	BUSY B'S DISTRIBUTING	109.26	
013089	13/06/2019	01767	CIVICINFO BC	446.25	
013090	13/06/2019	01433	COMOX PACIFIC EXPRESS LT	119.31	
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013093	13/06/2019	00052	HARDY BUILDERS' SUPPLY	290.15	
013094	13/06/2019	00063	HOME HARDWARE BUILDING C	85.29	
013095	13/06/2019	03698	ICONIX WATERWORKS LP	1,645.40	
013096	13/06/2019	00194	INT'L UNION OPERATING EN	600.00	
013097	13/06/2019	01875	ISLAND ADVANTAGE DISTRIB	437.60	
013098	13/06/2019	01927	JET ICE LTD	1,647.94	
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013100	13/06/2019	02712	Klatt, Ron	135.00	
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013102	13/06/2019	02749	Orach Enterprises Ltd.	3,556.35	
013103	13/06/2019	03568	PROSPERITY FUELS INC.	242.53	
013104	13/06/2019	00107	RECEIVER GENERAL FOR CAN	29,080.53	
013105	13/06/2019	00187	REGIONAL DISTRICT OF MT	6,369.23	
013106	13/06/2019	03034	ROBERTSON, FRED	56.18	
013107	13/06/2019	00843	SHARE CANADA	764.84	
013108	13/06/2019	02170	SPIKETOP CEDAR LTD.	1,234.81	
013109	13/06/2019	03550	TELMATIK	370.57	
013110	13/06/2019	00011	Tidbury, John	43.46	
013111	13/06/2019	03409	Your Garden Angel	398.17	
013112	19/06/2019	00735	A.C.E. COURIER SERVICES	134.20	
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013114	19/06/2019	01836	ARIES SECURITY LTD.	6,206.48	
013115	19/06/2019	02135	BORG, BRENT	1,527.19	
013116	19/06/2019	01476	DOR-TEC SECURITY LTD.	131.25	
013117	19/06/2019	00099	FOX'S DISPOSAL SERVICES	485.99	
013118	19/06/2019	00058	GUILLEVIN INTERNATIONAL	294.37	
013119	19/06/2019	00052	HARDY BUILDERS' SUPPLY	34.58	

Report: M:\Live\ap\apchklsx.p
Version: 010003-L58.70.01
User ID: Lisa

DISTRICT OF PORT HARDY
AP CHEQUE LISTING
Cheque # From 013049 To 013184(Cheques only)

Page: 2 of 2
Date: 28/06/19
Time: 08:50:44

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013125	19/06/2019	02761	Lidstone & Company	519.68	
013126	19/06/2019	00669	LIFESAVING SOCIETY, THE	60.00	
013127	19/06/2019	00069	MACANDALE'S	341.63	
013128	19/06/2019	03059	MAXXAM ANALYTICS	1,642.04	
013129	19/06/2019	01645	NORTH ISLAND COMMUNICATI	379.05	
013130	19/06/2019	00136	NORTH ISLAND ROCKPRO	157.50	
013131	19/06/2019	02006	NORTH ISLAND TRACTOR	1,136.77	
013132	19/06/2019	00281	PARKLAND REFINING (B.C.)	1,954.25	
013133	19/06/2019	02152	QUINSAM COMMUNICATIONS G	302.40	
013134	19/06/2019	03588	RENDEZVOUS PLACE LTD	52.50	
013135	19/06/2019	03174	Schantz, Robert	37.92	
013136	19/06/2019	02522	Strathcon Industries	196.01	
013137	19/06/2019	00160	TELUS	5,222.72	
013138	19/06/2019	00161	TELUS MOBILITY (BC)	1,312.56	
013139	19/06/2019	03313	Tex Electric Ltd.	312.00	
013140	19/06/2019	02973	Texmo, Gavin	595.45	
013141	19/06/2019	03551	THE GARDEN GATE	478.52	
013142	19/06/2019	03558	WEST COAST PROPANE	3,248.69	
013143	27/06/2019	03712	1178459 BC LTD	500.00	
013144	27/06/2019	00044	ACKLANDS - GRAINGER INC.	318.20	
013145	27/06/2019	02514	Alsco	120.03	
013146	27/06/2019	00047	B.C. HYDRO (Minister of	34,603.67	
013147	27/06/2019	02271	BAILEY WESTERN STAR TRUC	231.03	
013148	27/06/2019	02207	Blanchard Security	555.61	
013149	27/06/2019	03428	C.G. Mechanical Service	122.93	
013150	27/06/2019	02221	CERTIFIED ENSEMBLE SERVI	250.95	
013151	27/06/2019	02730	CUPE Local 401	505.39	
013152	27/06/2019	02188	D/T BLASTING LTD.	420.00	
013153	27/06/2019	00218	DB PERKS AND ASSOCIATES	58.88	
013154	27/06/2019	01838	Duraglas Composites	2,492.70	
013155	27/06/2019	00099	FOX'S DISPOSAL SERVICES	117.12	
013156	27/06/2019	03659	HABITAT SYSTEMS INCORPOR	2,108.96	
013157	27/06/2019	00052	HARDY BUILDERS' SUPPLY	119.00	
013158	27/06/2019	00063	HOME HARDWARE BUILDING C	496.99	
013159	27/06/2019	03517	INDUSTRIAL SCIENTIFIC CA	176.15	
013160	27/06/2019	00194	INT'L UNION OPERATING EN	1,240.14	
013161	27/06/2019	01875	ISLAND ADVANTAGE DISTRIB	103.85	
013162	27/06/2019	02230	Janke Services and Mini	3,241.35	
013163	27/06/2019	00273	JM'S MOBILE WELDING INC	361.20	
013164	27/06/2019	00065	K & K ELECTRIC LTD.	5,110.66	
013165	27/06/2019	00669	LIFESAVING SOCIETY, THE	240.04	
013166	27/06/2019	02843	Lumca Inc.	2,145.15	
013167	27/06/2019	00069	MACANDALE'S	141.92	
013168	27/06/2019	03059	MAXXAM ANALYTICS	1,433.15	
013169	27/06/2019	00017	MUNICIPAL INSURANCE ASSO	125.00	
013170	27/06/2019	00033	NAPA AUTO PARTS/N.I. IND	83.89	
013171	27/06/2019	03135	Nelson-Smith, Heather	23.32	
013172	27/06/2019	03533	NORTH ISLAND PUMPS	1,365.05	
013173	27/06/2019	02006	NORTH ISLAND TRACTOR	1,139.06	
013174	27/06/2019	00217	ORKIN CANADA CORPORATION	192.15	
013175	27/06/2019	00013	PACIFIC BLUE CROSS	11,501.01	
013176	27/06/2019	02071	PACIFICUS BIOLOGICAL SER	8,261.90	
013177	27/06/2019	00281	PARKLAND REFINING (B.C.)	4,359.87	
013178	27/06/2019	00080	PUROLATOR INC.	48.41	
013179	27/06/2019	00107	RECEIVER GENERAL FOR CAN	23,850.31	
013180	27/06/2019	03210	Renuable Resources Ltd.	1,888.00	
013181	27/06/2019	03174	Schantz, Robert	203.52	
013182	27/06/2019	03312	The Sherwin-Williams Co.	325.29	
013183	27/06/2019	00643	TOWN OF PORT MCNEILL	2,347.52	
013184	27/06/2019	03558	WEST COAST PROPANE	62.74	
Total:				344,501.54	

*** End of Report ***



DISTRICT OF PORT HARDY STAFF REPORT

TO: Allison McCarrick, CAO
FROM: Heather Nelson-Smith, Director of Corporate Services
SUBJECT: Hazardous Condition of Property
DATE: July 5, 2019

This District has received complaints regarding the nature of the hazardous condition at 7235 Highland Drive Port Hardy, BC. legally described as Lot 1, Section 36, Township 9, Rupert District Plan 29962 PID 001-308-629 registered in the name of High Wave Management LTD INC No. A0088581.

The owner is required to remedy ongoing fire safety concerns including:

1. The Fire Alarm System needs immediate repair.
2. There are multiple openings in the drywall.
3. Doors to exits and stairwells do not close properly.
4. Fire extinguishers require service.
5. Emergency and exit lighting are overdue for inspection and maintenance.

A letter, copy enclosed, was forwarded to the owners/occupiers/tenants of the property on May 8, 2019 requesting that the situation be remedied. A further inspection was made on May 27, 2019 and nothing has been done.

Staff recommends that Council proceed to impose remedial action with respect to the fire safety concerns including immediate repair the Fire Alarm, repair openings that compromise fire separations, ensure that all doors close properly to prevent the spread of fire and that the annual inspections for the fire extinguishers and emergency lighting be completed. Please see the enclosed resolution with notice to the owner or occupier giving him or her 30 days to remedy the situation or the work will be done by the Municipality or by its authorized agents.

Respectfully Submitted,


Heather Nelson-Smith,
Director of Corporate Services

I support this staff report,


Allison McCarrick,
CAO



District of Port Hardy

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



ORDER UNDER DIVISION 12 OF PART 3 OF THE *COMMUNITY CHARTER*

The Council of the District of Port Hardy pursuant to Division 12 of Part 3 of the *Community Charter* hereby resolves that:

1. the fire safety issues located at 7235 Highland Drive, Port Hardy, British Columbia, legally described as Lot 1, Section 36, Township 9, Rupert District Plan 29962 PID 001-308-629 is considered to be in or creates an unsafe condition.
2. the owner/agent/lessee and occupier of the building is hereby ordered to take the following remedial action within 30 days of the receipt of notice of this Order:
 - Repair the Fire Alarm;
 - Repair openings that compromise fire separations;
 - Ensure that all doors close properly to prevent the spread of fire;
 - Annual inspections for the fire extinguishers and emergency lighting be completed.

AND BE IT FURTHER RESOLVED that the Director of Corporate and Development Services of the District of Port Hardy BE AND IS HEREBY AUTHORIZED in default of such remedial measures being undertaken by the owners or occupiers, to carry out or have such work carried out and the expense charged to the owner or occupier. If unpaid on December 31 in the year in which the work is done, the expense shall be added to and form part of the taxes to be paid on the real property as taxes in arrears or be collected as a debt.

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

DATED at the Municipal Hall of Port Hardy B.C. this ____d ay of 2019

Certified a true copy this ____day of ,2019

Corporate Officer



DISTRICT OF PORT HARDY

STAFF REPORT



DATE: July 9, 2019
TO: Mayor and Councillors
FROM: Lynda Sowerby, Director of Finance
RE: Request for waiver of moorage - RCMP

PURPOSE

To inform council of a request from the RCMP for waiver of moorage fees and seek direction.

BACKGROUND

The District has received a letter from the Port Hardy RCMP-GRC detachment requesting waiver of annual moorage fee plus a reserved moorage space for the Port Hardy RCMP 24-foot patrol vessel. The RCMP currently store the patrol vessel at the detachment during the winter months, and launch the boat as required. During the summer months, the boat is left in the water, and they pay moorage and hydro fees with a local provider. The RCMP budget for the moorage expenditure is being reduced, therefore the local detachment options are to trailer the boat year-round or move the vessel to the Port Alice harbour where they will be provided free moorage.

ANALYSIS

The District has surveyed local municipalities requesting information on RCMP vessel fees.

- 1) Port McNeill - Multi year contract for moorage, power & parking – charged a premium rate for reserved moorage
- 2) Alert Bay – Annual fee at the commercial rate, \$1,400.
- 3) Zeballos – municipal dock, everyone pays the Fees & Charges Bylaw rates – no exceptions
- 4) Zeballos – RCMP & Coast Guard currently moor at Small Craft Harbour, operated by the Harbour Authority (HA) – waiting for feedback from HA.
- 5) Powell River – RCMP pays moorage at the commercial rate, \$1,560 plus hydro, \$635. Coast Guard leases a reserved spot at the commercial rate and pays metered hydro rates.

The District must consider that other provincial and federal agencies, such as the coast guard, may make a similar request. If free moorage is offered to one agency, it becomes difficult to exclude others.

The patrol boat is not for the exclusive use of Port Hardy residents. The local detachment provides RCMP members, support staff and resources for the District as well as the surrounding area including First Nations, Regional District, and Port Alice. A funding formula is used by the RCMP to determine the portion of Police Tax levy that each community contributes for RCMP services. The District of Port Hardy taxpayers were levied \$186,602 in 2019 for their portion of RCMP services.

FINANCIAL IMPLICATIONS

Lost revenue for annual moorage is \$1,298 and a hydro fee of \$732 for a total of \$2,030 per year.

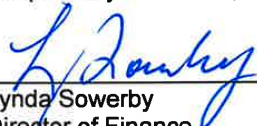
OPTIONS

- 1) Deny the request and provide a letter of support for the RCMP local detachment to receive a budget allotment for moorage and hydro fees.
- 2) Provide a reserved moorage location at the current User Rates and Fees Bylaw rate.
- 3) Council to provide other direction.

STAFF RECOMMENDATION

"THAT Council direct staff on how to proceed with the request."

Respectfully submitted,


Lynda Sowerby
Director of Finance

I agree with the recommendation.


Allison McCarrick
Chief Administrative Officer

District of Port Hardy

Mayor and Council,

The RCMP is looking for annual moorage forgiveness for the Port Hardy RCMP 24 foot patrol vessel. Due to budget cuts, the moorage for the patrol vessel has been looked at as an expenditure that can be removed from the annual budget.

The patrol vessel is used year round; however, in the summer months the vessel has historically been kept in the water full time with access to power. With a large influx in population due to tourism and sport fishing there are a lot more boats in the water. The vessel is used for safety enforcement within the greater Port Hardy area to ensure all vessels are complying with Transport Canada regulations to help prevent any serious injury or death. These compliance checks are not the responsibility of the Coast Guard and remains on police for enforcement. In addition, police are responsible for search and rescue responses as well as any safety calls related to firearms and other matters on the water.

If the vessel is kept out of the water, it is stored at the Port Hardy Detachment. This allows the boat to have power but denies the police any ability to have an immediate response to calls on the water. Secondly, it is not used as often for safety enforcement.

The Port Hardy RCMP is requesting forgiveness for the annual moorage fee and reserved access to an area on the seasonal float or fisherman's wharf with an option for power. The vessel is an RCMP asset that is used to enhance public safety on the waters. In the event the boat is removed from the water, it will either reside in Port Alice or out of the water, which would inhibit the amount it's used.

Thank you for your consideration.

Respectfully submitted,

 59287

Constable Jordan MULLEN

Port Hardy RCMP-GRC

Approved by:

Corporal Christopher VOLLER

Port Hardy RCMP-GRC