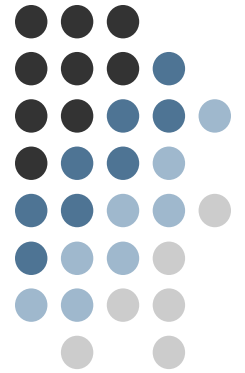


# District of Port Hardy Annual Report 2019



**Live  
the  
Adventure**



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# Mayor Dennis Dugas



## Message from Mayor & Council



Mayor and Council would first like to recognize that the District of Port Hardy resides within the unceded traditional territory of the Kwakiutl Nation.

We thank the Kwakiutl Nation for their continued support of our combined efforts to form partnerships on mutually beneficial items that will help make the Kwakiutl Nation and Port Hardy a better home for us all.

Mayor and Council are pleased to present the 2019 District of Port Hardy Annual Report to our wonderful community. This Annual Report will give you a detailed review of our accomplishments and challenges over the past year.

The District of Port Hardy continues to experience an increase in population and continued growth in property development and purchases.

The growth in tourism continues to help support our community and region especially with the new Northern Sea Wolf again providing service to and from Port Hardy to Bella Coola.

The Port Hardy Visitors Information Centre again showed an increase in tourism traffic especially in the shoulder season early spring and fall, which is always great news for our local businesses. The Port Hardy Tourism Advisory Committee has done a great job promoting our community and region, we thank you for your hard work in helping to make that happen.

We continue to lobby our Provincial government with regards to increasing our North Island Community Forest tenure, we have had a number of meetings with Minister Donaldson and we hope to hear some good news in 2020 on our request.

With the Federal election last Fall there were concerns raised with regards to the Fish Farm Industry on the West Coast with election promises to have no more open-pen fish farms by 2025. Fortunately, that mandate from the Federal government has been slightly changed to a "Plan" must be in place by 2025, but this still raises the concern on what that would mean to our community. We are lobbying with the Federal and Provincial government to make sure they know that if the open-pen fish farms go land based, the fish farm industry in our area would be gone and that would have a devastating impact on all our communities Indigenous and Non-Indigenous. We see the Fish Farm Industry in our area as a sustainable industry into the future and we will fight to keep it here.

## Appointments

Executive Committee, Finance Committee, Regional District of Mt. Waddington Board, Regional Hospital Board, Island Coastal Economic Trust, Municipal Insurance Association.

[ddugas@porthardy.ca](mailto:ddugas@porthardy.ca)



# Mayor Dennis Dugas



## Message from Mayor & Council



The Brown Bag lunches with the Mayor and Deputy mayor have been very informative and beneficial in giving ideas to Council on the issues the community members have on how to make Port Hardy a safer and better place to live. We appreciate those who have taken the time to come to the Brown Bag lunches and share with us your concerns and ideas.

Again, a big thank you goes out to our Municipal Office, Public Works, Parks & Recreation, Water / Wastewater staff and employees who again performed at a high level providing the excellent service we all expect and appreciate.

Also, we would like to thank our local RCMP, Ambulance Service and the Port Hardy Hospital doctors and staff for all they do for our community to keep it safe and healthy.

We also can't thank enough all the volunteer groups in our community that help make Port Hardy a great place to live, work and retire.

It also goes without saying we are so greatfull to have a very active Port Hardy Volunteer Fire Department who are always there to help our community in time of need, our community thanks you and appreciates all you have done and continue to do.

Mayor and Council again look forward in serving the Port Hardy residents in 2020 and we appreciate your continued support. Please always remember our District of Port Hardy Mayor / Council and staff are here for you.



**BROWN  
BAG  
LUNCH**

Let's Start a Conversation

Thank you on behalf of the District of Port Hardy Council,  
Dennis Dugas, Mayor



## Mayor & Council



*Left to right: Councillor Fred Robertson, Councillor Janet Dorward, Councillor Pat Corbett-Labatt, Mayor Dennis Dugas, Councillor John Tidbury, Councillor Treena Smith, Councillor Leighton Wishart.*

The Mayor and Council for the District of Port Hardy were elected for a four-year term in October of 2018. Each member of Council represents the District at large and is appointed to both Port Hardy and Regional committees. Council is committed to ensuring that policies and decisions implemented are in the best interests of Port Hardy citizens.



# Council



Councillor Pat Corbett-Labatt

## Appointments

• • • • • • • • • •

Executive Committee, Finance Committee, First Nations Relations Committee, Parks, Recreation, Arts & Culture Committee, Regional District Mt. Waddington Board (alternate), Regional Hospital Board (alternate), Mt. Waddington Table of Partners (Health), Mount Waddington Wellness First, Hardy Bay Senior Citizens Society, Port Hardy Twinning Society.

[pcorbett-labatt@porthardy.ca](mailto:pcorbett-labatt@porthardy.ca)



Councillor Janet Dorward

## Appointments

Executive Committee, Finance Committee, Operational Services Committee, Parks, Recreation, Arts & Culture Committee, Tourism Advisory Committee, Regional District Mt. Waddington Board, Regional Hospital Board, Job Fair Committee, Municipal Insurance Association (alternate), Vancouver Island North Training and Attractions Society (alternate).

[jdorward@porthardy.ca](mailto:jdorward@porthardy.ca)



Councillor Fred Robertson

## Appointments

Executive Committee, Finance Committee, First Nations Relations Committee, Parks, Recreation, Arts & Culture Committee, Vancouver Island Regional Library Board of Trustees, Marine Plan Partnership (alternate), Mt. Waddington Table of Partners (Health), Mt. Waddington Wellness First, BC Ferries Northern Advisory Committee, Poverty Pilot Program, Vancouver Island North Training and Attractions Society.





# Council



Councillor Treena Smith

## Appointments



Executive Committee, Finance Committee, Community Consultative Committee, Tourism Advisory Committee, Bear Smart Port Hardy Committee, Chamber of Commerce, Port Hardy Heritage Society (Museum), Vancouver Island North Tourism (VINTAC).

[tsmith@porthardy.ca](mailto:tsmith@porthardy.ca)



Councillor John Tidbury

## Appointments

Executive Committee, Finance Committee, Operational Services Committee, Emergency Planning Committee, Regional District Mt. Waddington Board (alternate), Regional Hospital Board (alternate), Mt. Waddington Regional Transportation Committee, North Island Regional Emergency Planning Committee, Vancouver Island North Woodlands Advisory Group (VINWAG), Regional District of Mount Waddington Solid Waste Committee,.

[jtidbury@porthardy.ca](mailto:jtidbury@porthardy.ca)



Councillor Leighton Wishart

## Appointments

Executive Committee, Finance Committee, Operational Services Committee, Emergency Planning Committee, Vancouver Island Regional Library Board of Trustees (alternate), Marine Plan Partnership, Municipal Insurance Association (alternate), Port Hardy Fire Rescue, Poverty Pilot Program, Scott Islands Advisory, Off Road Vehicle Committee, Regional District of Mount Waddington Solid Waste Committee (alternate).

[lwishart@porthardy.ca](mailto:lwishart@porthardy.ca)



# Message from the Chief Administrative Officer



Welcome and thank you for your interest in the District of Port Hardy 2019 Annual Report. This report is intended to provide the public with information about District services and projects which occurred in 2019. The District recognizes these services are provided on the Traditional Territory of the Kwakiutl First Nation.

The District Council committed to public engagement as a high priority for 2019. Regular meetings of Council are now broadcast “live” via Skype broadcast and a recorded version can be viewed on the District website. The Mayor and Deputy Mayor meet with the public at a community location once a month for the “Brown Bag Lunch” session. This monthly event has proved to be very popular with the citizens and provides a great opportunity for engagement between our local leaders and the community members. The District social media posts have increased and we are gaining more and more views from the public.

Council recognizes social procurement in many ways and one is through District purchases. In 2019 the District purchased over \$1,168,000 worth of supplies and services from Port Hardy businesses.

Filomi Days is always a community & visitor favourite! We thank the Filomi Days volunteers who put in endless hours to make this event a stand out celebration year after year!!

We thank all of our many volunteer groups, our ever growing seniors society and community members who make Port Hardy a wonderful place to live and work. Thank you.

Some of the Capital projects completed or in progress in 2019:

- ◆ Speed readers were installed on Hwy.19 (Douglas St.) and also on Hardy Bay Rd. This project was funded 100% through ICBC and the Municipal Insurance Association.
- ◆ Paperless agendas were implemented to help reduce the District’s carbon footprint.
- ◆ Self Contained Breathing Apparatus (SCBA) units and an Air Compressor unit were purchased for the District Volunteer Fire Department. This was a large investment by Council on behalf of our taxpayers to maintain the safety of our volunteer fire fighters who keep Port Hardy safe!
- ◆ Chiller replacement at the Arena. Technical Safety BC regulations guided Council’s decision to replace the Arena chiller and keep our facility users safe while continuing to have fun at the rink. Council’s commitment to set aside Community Forest revenues for recreational facilities provided the funds to complete this project.
- ◆ Seawall Bollard Sleeves were purchased and installed by the District Operations staff. The crew did a great job of revitalizing the seawall walk where we all enjoy the amazing pristine views.

I would like to take a little space in this report to recognize the wonderful employees we have working at the District of Port Hardy. Words of thanks are many times unspoken because people are paid for their job; this shouldn’t be the practice. Thank you for helping me with my job by providing great service and commitment to our community of Port Hardy.





# The Leadership Team

**Allison McCarrick**  
*Chief Administrative Officer*

**Heather Nelson-Smith**  
*Director of Corporate Services*

**Lynda Sowerby**  
*Director of Finance*

**Abbas Farahbakhsh**  
*Director of Operations*

**Bob Schantz**  
*Municipal Inspector*

**Melinda Dennison**  
*Aquatic Coordinator*

**Vern Braun**  
*Recreation Facility Foreman*

**Anika Tarata - Aries Security**  
*Harbour Manager*

**Brent Borg**  
*Fire Chief*

**Gavin Texmo**  
*Deputy Fire Chief*

**Wes Olsen**  
*RCMP Staff Sergeant*



## Community Partners

The District of Port Hardy recognizes and values its community partners.

The District relies on its community partners for the important day-to-day tasks involved in keeping the community safe and vibrant.

These partners include: Port Hardy Fire Rescue, Royal Canadian Mounted Police, BC Ambulance Service, Local Service Agencies, Vancouver Island Regional Library, Port Hardy & District Chamber of Commerce, and Port Hardy Museum.

Volunteers and Community groups are all valued as an important part of making our community a welcoming place to live.



# Community Engagement

• • • • • • • • • •



FOLLOW US

District Website: [www.porthardy.ca](http://www.porthardy.ca)

- Facebook pages: District of Port Hardy.
- Port Hardy Emergency.
- Port Hardy Recreation.
- Port-Hardy Animal Shelter.
- Port Hardy Fire Rescue.
- Twitter: @DPortHardy.
- Instagram @DPortHardy.
- Quarterly Newsletter: distributed with utility bills.
- Regular Council Meetings.
- Open Houses.
- Local Media: The District regularly advertises items of interest to the general public through the North Island Gazette, North Island Eagle (local print media), and CFNI-Coast AM 1240 radio.
- Community Events: The District supports several key community events, including Canada Day, FILOMI Days, Ocean's Day, and many other community led events.
- Partnerships: The District co-produces materials with a variety of community partners, including Tourism Port Hardy, The Port Hardy & District Chamber of Commerce (Visitor's Centre), Vancouver Island North Tourism Association and Emergency Preparedness .
- Email and Phone: General inquiries: email - [general@porthardy.ca](mailto:general@porthardy.ca) phone 250-949-6665, Monday through Friday, 8:30 a.m.- 4:30 p.m.





## 2019 Strategic Focus



Mayor and Council represent the people of Port Hardy by reviewing and assessing community needs each year. Council goes through a strategic planning process to implement a strategy of how to achieve goals that support retention and growth of our community and the North Island. This process identifies measurable goals to be achieved over the next 12 months and sometimes longer.

2019 goals included:

### Community

Action: Official Community Plan (OCP) Update Bylaw 15-2011 ~ To ensure that the OCP is current and consistent with the growth of the community for the future.

Action: First Nation Relations ~ To recognize Port Hardy is in the Kwakiutl First Nation Traditional Territory. ~ To build a relationship based on trust and respect.

### Parks and Recreation

Action: Programing ~ To increase recreation facility use. ~ Provide varied programming. ~ Promote events.

Action: Public Wi-Fi ~ To provide high speed internet access in public areas.

### Transportation & Accessibility

Action: Pedestrian Access ~ To create crosswalks and sidewalk extensions. ~ Provide safe connected walking paths. ~ Encourage walking over vehicle use.

### Economic Development

Action: Recognizing Port Hardy as a Marine Hub ~ To investigate the feasibility of marine facilities.



# Community Services

Corporate Services

Operational Services

Recreation Services

Protective Services

Harbour Management

Twinning

Financial Services

## celebrating FILOMI DAYS -2019- JULY 19-20-21



- Port Hardy BC

FRIDAY JULY 19

Park Hours- 5PM-10PM  
LION'S CLUB Beer Gardens  
7PM-9PM

SATURDAY JULY 20

Park Hours- 10am-10PM  
LION'S CLUB Beer Gardens  
1PM-9PM

SUNDAY JULY 21

Park Hours 10am-11PM  
LION'S CLUB Beer Gardens  
1PM-8PM

- Dawn-5PM - FISHING DERBY
- 6-8PM - rotary FILOMI Scramble GOLF TOURNAMENT 
- 6-10PM - KIDS FUNTIME events
- 7PM - OYSTER SHUCKING in the Beer Garden
- 7PM - PURPLE PIRATE - Providence Place
- 7-10PM - Jekyll & Hyde Band
- DJ Jamie Keamo
- 10PM - movie in the park 

-free admission-



KIDS EVENTS THROUGHOUT  
THE WEEKEND

- magical face painting lady
- fun time inflatables
- SOAPBOX DERBY
- masons KIDS FISHING DERBY
- PURPLE PIRATE
- magic mirror pictures
- movie in the park
- literacy bus & mother goose



- Dawn-5PM - FISHING DERBY 
- 8am-11:30am - Pancakes in the Park
- 10am-6PM - "West Coast Helicopters" HELICOPTER RIDES 
- 10am-10PM - KIDS FUNTIME events
- 11am - Parade Marshall @ Thunderbird Mall
- 12PM - Parade to Carrot Park
- 1-2PM - Opening ceremony
- 1-3PM - SOAPBOX DERBY 
- 2-4PM - Sugar Maples
- 10am-10PM - KIDS events
- 3:15PM - PURPLE PIRATE in the Park
- 4-6PM - Centerpiece 
- 7-10PM - THE IMPALA'S
- 9PM-1:00am FILOMI DAYS ADULT Dance
- 10PM movie in the park

-free admission-



- Dawn-2PM - FISHING DERBY
- 8am-noon - masons KIDS FISHING DERBY
- 8:30-11:30am Pancakes in the Park
- 10am-noon - Inter-Church Service 
- 11am - rotary DUCK RACE TSULQUATE RIVER
- 11:30am DUNLOP'S BOAT BUILDING CONTEST 
- 10am-4PM - KIDS events
- 1PM - PURPLE PIRATE in the Park
- 1-3PM - SENIORS BINGO
- MUSIC in the Park -
- 1-3PM DUFFY'S REVENGE
- 3-5PM - Dave & Annie
- 5-7PM - Andrew & The Incognito's
- 7-9PM - KC & The Moonshine Band
- 4PM - FISHING DERBY/DUCK RACE awards ceremony
- 10:30PM - FIREWORKS! 
- DJ Jame Keamo



## Corporate Services

### Keeping in touch with Council



In 2019 the District initiated a paperless agenda format to reduce the District's carbon footprint. As part of this initiative we were able to incorporate all of our Council and Committee meetings into the new Public Meeting Portal. Here you can subscribe to stay up to date with the latest agenda and have it sent directly to you via email. As part of this initiative Council made it a priority to make live streaming of regular Council meetings available for residents. In October we were successful with our first "Live Stream" meeting.

We hope that you will join us at our next Council meeting from the comfort of your home.



## BROWN BAG LUNCH

Let's Start a Conversation

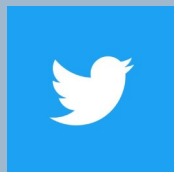
In 2019 the following topics were discussed:

- Funding opportunities for non profits
- Island Health services to the North Island
- Council meeting procedures
- Power from wind farm to Port Hardy
- Seniors housing
- Green initiatives
- Speeding on Hardy Bay Road and speed readers
- Lack of rental accommodations
- Affordable housing
- Wellness First Committee
- Tiny homes
- Official Community Plan
- Pool and recreation
- Job fairs
- Online courses at Mixalakwa (North Island College)
- Winter road conditions
- Internet connectivity
- Civic Centre use for recreation
- Keeping our community clean
- Recycling
- Tourism
- Emergency communications





# Corporate Services



280 followers



934 followers



201 followers

## Bylaws

The following bylaws were amended in 2019:

User Rates and Fees Bylaw	Burning and Smoke Control
Zoning	Sign Regulation
Official Community Plan	Permissive Tax Exemptions

Bylaws are available online at [www.porthardy.ca](http://www.porthardy.ca)

## Administration

Managed and administered matters associated with contracts (including agreements and leases) between the District and other parties for a variety of purposes including such things as the lease of equipment, the provision of services by the District to others, services provided by others to the District, the lease of District land and buildings to others, the lease of Crown lands to accommodate the District's infrastructure, etc.

Carried out administration associated with business licensing, dog licensing, open burning permitting, sign permitting and special occasion liquor licensing programs.

## Fire Inspection and Bylaw Enforcement Services

With the assistance of OPTA, a software information intelligence program, the District completed 82 fire inspections on public buildings in Port Hardy.

The District opened 78 bylaw enforcement files issued by complaint. They breakdown as follows:

18 Animal control.	4 Boulevard maintenance.	4 Building enforcement.
4 Burning.	2 Business.	12 Garbage.
4 Noise.	13 Traffic.	1 Tree.
11 Unsightly property.	1 Water regulation.	4 Zoning/Land.





# Corporate Services

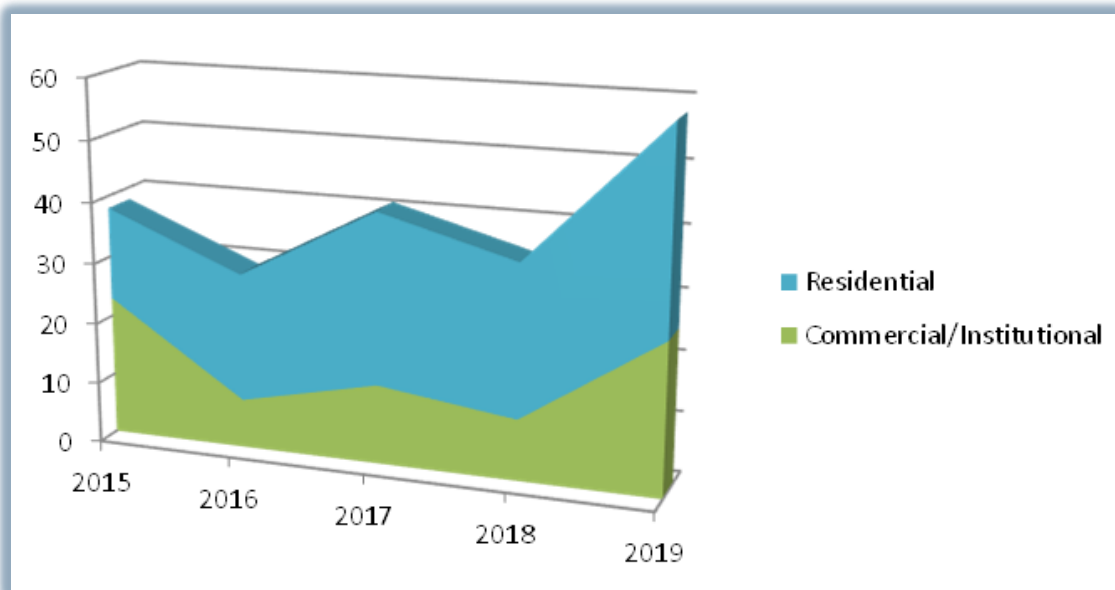


2019 BUILDING AND DEMOLITION PERMITS		
Nature of Permit	Number of Permits	Construction Value
<b>Residential</b>		
New dwelling units	1	400,000
Mobile home installations	2	4,800
Additions / renovations	21	461,700
New Accessory	3	25,500
Relocates	0	
Demolitions	6	1,120
<b>Commercial / Industrial</b>		
New buildings	1	10,865,400
Additions / renovations	20	2,987,620
Accessory	2	11,265
Demolitions	2	
<b>TOTAL</b>	<b>58</b>	<b>14,757,405</b>



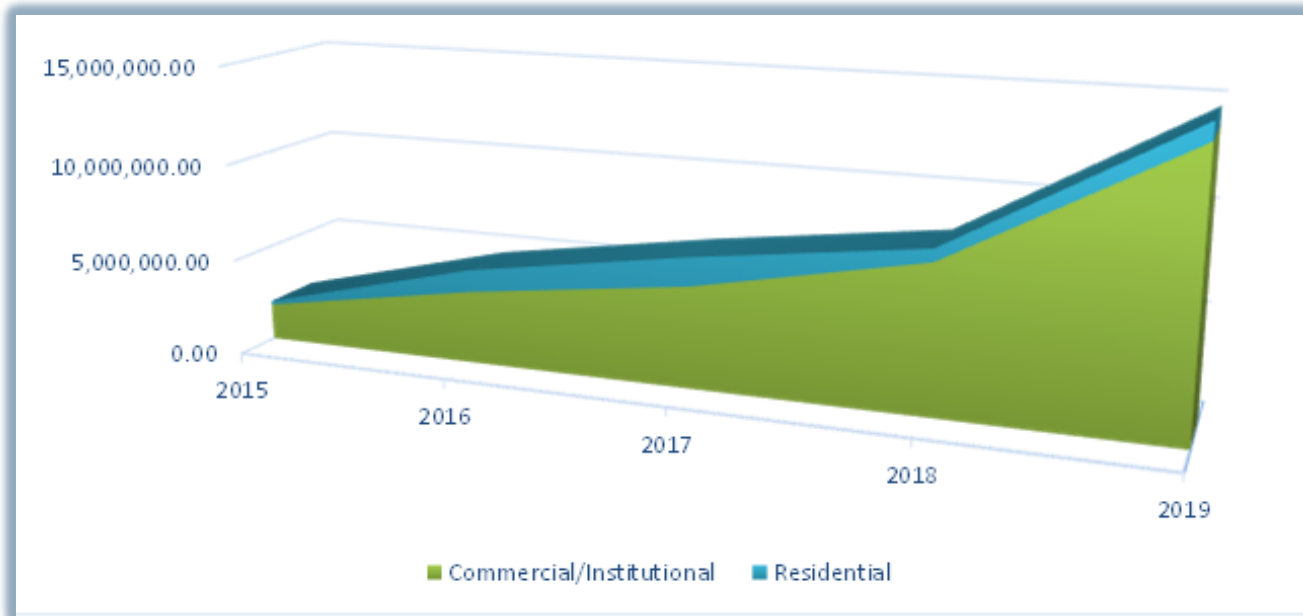
## Corporate Services

### Number of Permits



### Cost of Permits

Comparison of building permits issued year to year.



Comparison of building construction values year to year.



# Corporate Services



## Volunteers:

Bonnie Bergeron

Thomas Kervin

Patrick Lemieux

Candy Nomeland

Shari Ogren

Sarah Salter

Jennifer Smith

Councillor: Treena Smith

We are always looking for more volunteers. If you are interested, give the office a call.

## Bear Smart

Our group has had an active year. Our volunteers attended the elementary schools in the Port Hardy area including Avalon Adventist Junior Academy, Eagle View Elementary, Fort Rupert Elementary, Gwa'sala-'Nakwaxda'xw School and Wagalus School, we thank you for your keen interest and dedication to preventing human wildlife conflicts.

We also had booths at Canada Day, Fall Fair and Rivers Day.

The District has applied to the Ministry of Environment to receive Port Hardy Bear Smart Status, we are eagerly awaiting the results and hope to share positive news in 2020.

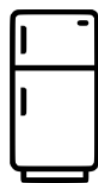
What can you do to do your part?



- Do not store your garbage or recycling outside.
- Do not put out garbage/ recycling until 7 am on pick up day.



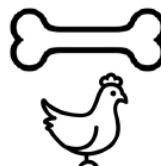
- Harvest your fruit as soon as it ripens.
- Remove fallen fruit from the ground.



- Do not use outdoor fridges and freezers to store food.



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

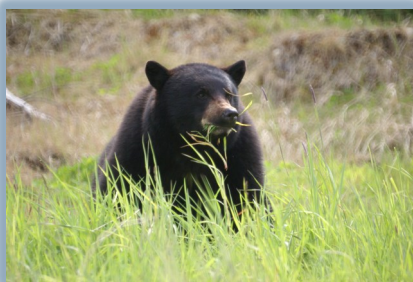


- Feed your pets inside and store their food inside.
- Ensure hen enclosures are electrified.



- Burn BBQ and clean immediately after each use.

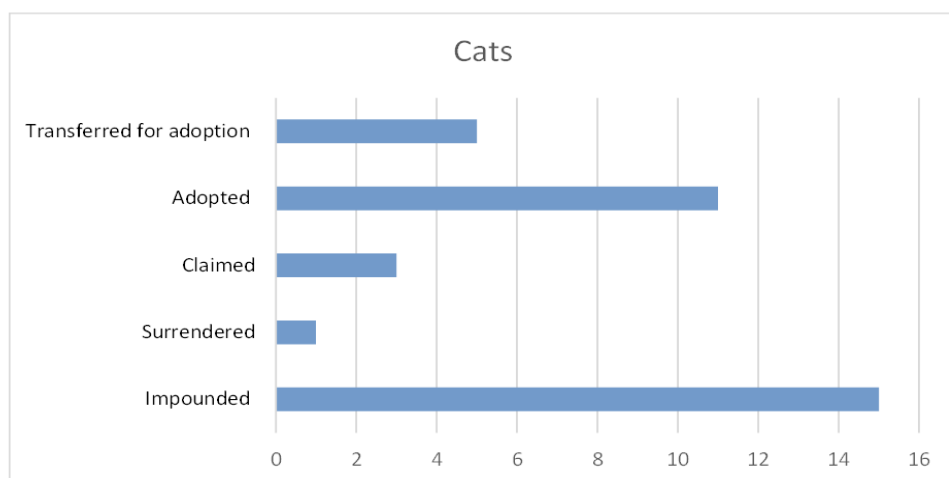
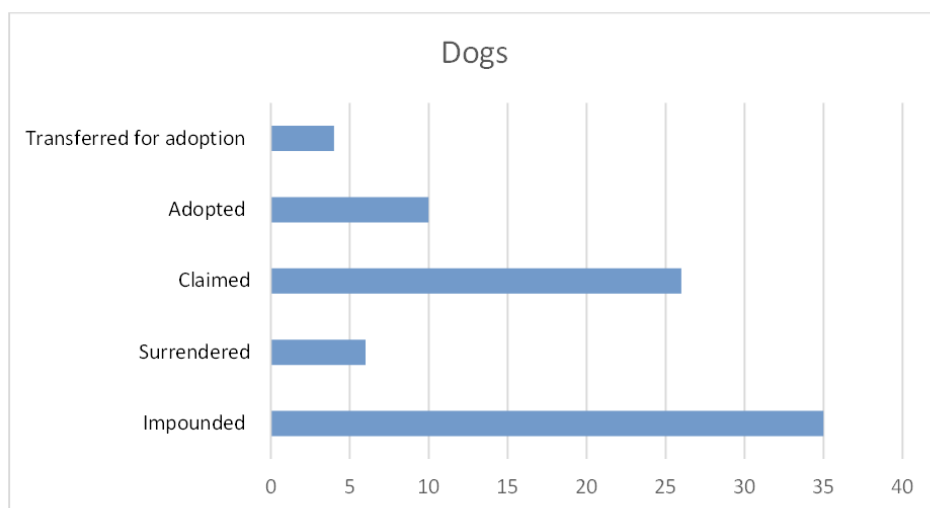
**To report a bear encounter where public safety is at risk call the Conservation Officer Service at: 1. 877. 952. RAPP (7277)**



# Corporate Services

## Animal Care and Control

Aries Security Ltd. is the contracted animal control officer for the District. Aries operates the District's animal shelter located at 5060 Pioneer Way and undertakes enforcement activities governed by the District's Animal Care and Control Bylaw No.11-2012. Aries staff the animal shelter Monday to Friday 8:00am-8:30am and 3:30pm-4:00pm; Saturday and Sunday 8:30am-9:30am. Please check the District website for current hours in case of change. Animal control response service is available seven days a week, twenty-four hours a day.



# Operational Services

## Operational Services Committee



The Operational Services Committee for 2019 includes Councillors Janet Dorward, Leighton Wishart, John Tidbury, and staff. As a committee, we provide input to Council on undertakings that amount to the largest portion of the District's project budget. We strive to bring projects to Council that balance the needs of the community and funding sources to minimize the financial impact to our taxpayers.

We sincerely have the best interests of the community at heart when making decisions on the recommendations we approve for Council's review.

John Tidbury, Councillor  
Operational Service Committee,  
Chair



The responsibilities of the Operational Services Committee include:

- ◆ To act as an advisory committee to Council on issues that affect the Operational Services Department except matters related to parks, recreation, arts & culture-(i.e. policy, schedules, projects, etc.); Operational Services is comprised of: Public Works, Utilities, Engineering, Parks, and Fleet Maintenance.
- ◆ Provide input to Council related to budget preparation, including both operational and capital projects.
- ◆ Review existing practices and policies of the department and make recommendations to improve the delivery of services to the public.
- ◆ Bring forward and discuss concerns raised by taxpayers or staff that may affect the operation of the department.
- ◆ Review and recommend long-range planning, including pending and proposed capital purchases and replacements.





# Operational Services

## Water Treatment Plant

Throughout 2019, there were times where due to heavy rains and high river colour events, that the water treatment process was upset. In these events, the plant is taken offline and no water is pumped to the reservoir. Water is only pumped to the reservoir once the treatment plant's process quality is restored. This will result in lower than desired reservoir levels but quality will not be compromised.

### Capital Projects:

- New air compressor heads were purchased to replace the original equipment.
- New chemical feed pumps were purchased for both ISOPAC 6 and Soda Ash. The new pumps were upgraded in size and each new pump replaces two old pumps. Now, one pump will be used as a duty pump and a spare on standby.
- A new particle counter was purchased for the Dissolved Air Flotation, (DAF).
- A tee and check valve were installed in Reservoir #1. This allows for operators to perform filter backwashes while the plant is offline.

### Highlights:

- No violations to permit in 2019.
- Quarterly samples for THMs and HAAs all returned within acceptable limits.
- All bacteriological testing came back within acceptable parameters.
- A Stage 1 water use restriction as per Port Hardy Water Conservation Bylaw No. 06-2005.
- Investigation of water leaks in the Upper Carnarvon/Carnarvon Place area are ongoing.
- Chlorine injection lines were repaired at the Fort Rupert Reservoir in September.
- All emergency generators were serviced and load bank tested this year and are running reliably.



The “**Water Treatment Plant and Distribution System 2019 Annual Performance Report for Facility Numbers 529 & 155**” is located as Appendix I, starting on page 48 of this document. The “**Wastewater Treatment Plants & Collection System Annual Report 2018, MOE Certification ME-00385 & PE-04168**” can be found in Appendix II, starting on page 49 of this document.





# Operational Services

## Water Distribution System

Completion of the major upgrade to the water distribution system in the Storey's Beach area was completed.

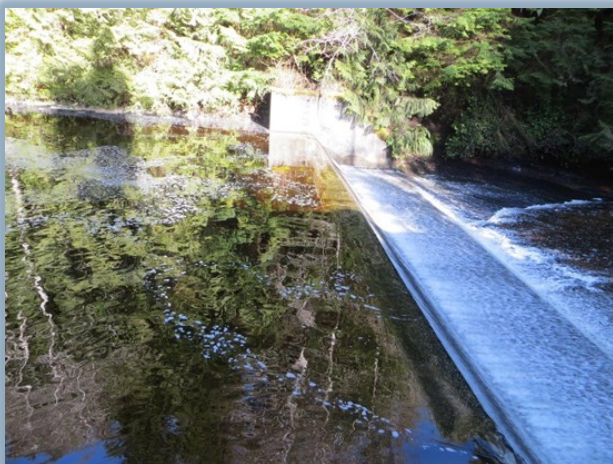
This project included:

- A new 2,000 cubic meter (m<sup>3</sup>) reservoir.
- 3,000 meters of distribution pipe.
- Additional hydrants.
- Backup power generation.
- Chlorine disinfection booster pumps.
- A new pressure reducing station (PRV).



## Highlights:

- A new parking area was built for the hydro-excavation truck. This permanent bay will help keep the truck's sensitive electronics from failing; reducing maintenance and down-time.
- A new controller was installed on the altitude control valve at Fort Rupert Reservoir. This will keep the reservoir from filling too quickly and reduce strain on the rest of distribution system.
- Water main clearing continued in an effort to keep our infrastructure accessible.
- A new trash rack and level system were purchased for the Kains Lake Dam.
- Revisions to the water main infrastructure mapping continued in 2019. The new maps have been delivered to the operators for verification.
- All fire hydrants were serviced this year.



# Operational Services



## Tsulquate Wastewater Plant (TWWTP) and Collection

### Highlights:

- The Tsulquate wastewater plant continued to produce effluent within the parameters of the permit.
- Pioneer, Holmgren Flats and Hardy Bay lift stations all received new electrical kiosks, concrete pads and emergency stand-by generators.
- A hot water on demand system was installed at the Tsulquate plant.
- The dissolved oxygen (DO) controller on the extended aeration basin was replaced.
- The grit classifier blower was replaced.
- Receiving water monitoring was performed as per permit.
- Standby generator annual maintenance and load bank testing was performed.
- Clarifier rake chains were all replaced.
- Lift stations and wastewater treatment plant pumps were all serviced.



# Operational Services



## Airport Wastewater Plant (AWWTP) and Collection

### Highlights:

- The Airport wastewater plant continued to produce effluent within the parameters of the permit.
- The annual average flow was 552 m<sup>3</sup>/day with a maximum flow of 960 m<sup>3</sup>.
- Receiving water monitoring was conducted as per the requirements of the Operating Certificate.
- A new controller was installed on the sludge holding tank.
- The blower room exhaust fan was replaced.
- Sewer flushing was performed in the Beaver Harbour area.
- All lift station pumps and the AWWTP pumps were serviced.





## Operational Services



### Highlights:

A new sidewalk was constructed along Shipley Street.

The seawall bollards were completed.

New Christmas street decorations for Market Street.

Fleet renewals.

Installation of speed readers.





## Operational Services



The well kept flower gardens and parks continue to contribute to a vibrant and beautiful community.





# Parks, Recreation, Arts and Culture

## Parks, Recreation, Arts and Culture Committee



Welcome to the world of Parks, Recreation Arts and Culture.

As the name suggests the Committee has a very wide mandate. The PRAC Committee continues to have the responsibility to maintain existing recreation facilities and opportunities and bring new activities to the community.

Council and PRAC has worked diligently for several years to replace our existing pool. We successfully conducted a local plebiscite to raise money through taxation. We were successful in applying for a \$6 million grant from Government. The skyrocketing costs of construction on Vancouver Island have made this more of a challenge than we had hoped. The price of construction of the new facility meant we would need a further grant from Government to undertake construction. Unfortunately, this will not happen this year. The PRAC and Council will discuss our best way forward and what our options are at this time. As always, we will continue to update the community, as information is available.

It is critical to the PRAC that we maintain our existing facilities. We must not lose the use of facilities we cannot afford to replace. To that end, we have committed funds toward the replacement of the roof of the curling rink, repair and maintenance of the ball fields, repair and maintenance of the skateboard park, and we have been trying to work with PH Youth Soccer and SD 85 to maintain the PHSS soccer pitch. In 2020 we are hoping to work towards a \$3 million project to refurbish our arena.

Pickleball has successfully been introduced to the community. We continue to look at new activities that would appeal to a broad range of members of our community.

We are always open to new ideas. We encourage any person or group to come to a PRAC Committee and present any of your ideas for Parks, Recreation, Arts and Culture in our Community.

Fred Robertson, Councillor, PRAC Chair

The purpose and mandate of the Parks, Recreation, Arts & Culture Committee is to:

- ♦ Advise in the operation, maintenance and improvement of District recreational facilities.
- ♦ Maintain and strengthen relationships with local recreational and arts and culture organizations.
- ♦ Work with local recreational organizations and users to plan and improve recreational activities and facilities within the District of Port Hardy.
- ♦ Research matters that are referred to the Committee by Council and provide recommendations to Council on such matters.
- ♦ Consult, on a regular basis, the recreational and arts and cultural priorities of individuals, groups, agencies and organizations.
- ♦ Advise Council on Arts and Culture initiatives in the community.





## Parks, Recreation, Arts and Culture

### Don Cruickshank Memorial Arena



During 2019 the Don Cruickshank Memorial Arena hosted a variety of Hockey Tournaments, including the Bantam Tier 3 Championship. Ice use by private rentals and user groups totaled 903.5 hours. Public/Family Skates, Stick Times and special events hosted by the Recreation Department attracted 2,914 skaters, with approximately 396 attending the business sponsored holiday skates and stick times. A Free Public skate the first Sunday of every month was introduced in 2019.

In the off season we hosted the Harvey Walkus Memorial Floor Hockey Tournament and provided space for playing Pickle Ball.

In the summer of 2019, a new chiller was installed at the arena. This replacement was required due to the age of the current chiller and therefore a replacement requirement of Technical Safety BC (TSBC). The new chiller unit is more efficient, and the ammonia charge is much lower, which increases our safety measures in place.



# Parks, Recreation, Arts and Culture

## Don Cruickshank Memorial Arena



### 2019 Events

January 2-5	Port Hardy Holiday skate schedule
January 19-20	Port Hardy Minor Hockey Novice Tournament
January 25-27	Port Hardy Minor Hockey Midget Tournament
February 16	Port Hardy Minor Hockey Initiation Jamboree
March 17-20	North Island Eagles Tier 3 Bantam Championship
March 24	Ice out
April 12-14	Harvey Walkus Memorial Floor Hockey Tournament
August 26	Ice in for First Skate
November 8-10	Port Hardy Wild Women's Tournament
November 15-17	Port Hardy Minor Hockey Atom Tournament
November 22-24	Port Hardy Minor Hockey Pee wee Tournament
December 23	Christmas schedule

### Maintenance

#### Arena

- Compressor #1 oil change.
- Compressor #2 oil change.
- Compressor room upgrades.
- New chiller and brine pump installation.
- Completed general plumbing, and facility repair and maintenance.

#### Pool

- Performed general plumbing and facility repair and maintenance.
- Installed ammonia leak warning system in front lobby area.



# Parks, Recreation, Arts and Culture

## Aquatic Centre



The Port Hardy Pool and Recreation Center hosted special event swims in 2019, including a Family Day swim and many Hot Dog Pro-D day swims. Over the summer we hosted UBC's Gearing Up Science Camp where students learned about science through experiments.

There were 12 certified lifeguard/instructors and 6 cashiers employed by the District in 2019.

Port Hardy Recreation is still in high demand throughout our community and surrounding communities. The total pool attendance for 2019 was 13,975.



2019 Pool Attendance Totals	
Program	# of participants
Noon lengths	2,292
Evening lengths	443
Family/Senior swim daytime	1,662
Family swim evening	1,755
Public swim daytime	1,981
Public swim evening	3,280
Aqua fit day/evening	2,562
<b>Total</b>	<b>13,975</b>





# First Nations



## First Nations Relations Committee

The First Nations Relations Committee meets on a monthly basis. At times it is challenging to have large attendance, but all the committee members participate as best they can.

As evident from a recent Council to Council meeting, there is an increased friendship and trust between the councils. There are regular staff to staff discussions and meetings which have resulted in a better understanding of the workings of both organizations.

In showing respect and friendship, the District of Port Hardy Council officially acknowledges the Kwakiutl traditional territory in all Council and Committee meetings.

Gilakas'la,

Pat Corbett-Labatt, Councillor

Chair of the First Nations Relations Committee

The purpose and mandate of the First Nations Relations Committee is to:

- ♦ Assist Council in becoming more knowledgeable about local First Nations culture.
- ♦ Seek means to improve communications and foster, maintain and strengthen relationships with local First Nations.
- ♦ Work with local First Nations to implement the North Island Regional Protocol Agreement (March 17, 2010).
- ♦ Research matters that are referred to it by Council and assist by providing recommendations to Council on such matters.





# Port Hardy Fire Rescue

## Department



## Mission Statement

*“To provide the citizens of Port Hardy with proactive, effective and efficient delivery of fire, rescue, public education and fire prevention services; through a unified forward thinking, organization with good morale and with the highest standards of personnel safety, fairness and professionalism.”*

Port Hardy Fire Rescue (PHFR), provides firefighting, road rescue and other emergency services to an area encompassing 42 square kilometres. PHFR responds to an average 175 emergency calls on the North Island including Mutual Aid calls to Coal Harbour, Port Alice, Port McNeill and the Regional District of Mount Waddington electoral areas.

Port Hardy has fire service agreements with the Kwakiutl and Gwa'sala-'Nakwaxkda'xw Reserves. PHFR also responds to requests from the Coastal Fire Centre for fire protection services.

Port Hardy Fire Rescue is a paid-on-call fire department consisting of approximately 35 members who meet weekly for regularly scheduled training to maintain a high-level of protective emergency services.



# Port Hardy Fire Rescue

## Membership

Port Hardy Fire Rescue was established in 1968, and since its establishment has relied on local men and women to answer the call, day or night, when an emergency happens.

Today, 50 years later, the equipment has changed, firefighting has evolved, and the training has improved, but the need for dedicated members remains the same.

With a volume of 175+ calls per year, two stations, and six apparatus, Port Hardy Fire Rescue is the busiest department on the North Island. New members are always needed to help maintain the fire protection needs of the area.



*Pictures are from training sessions*



# Port Hardy Fire Rescue

## Training



Our members are trained to the National Fire Protection Association (NFPA) 1001 firefighting standards administered through the Justice Institute of British Columbia to provide you with service you can count on.

Our members meet weekly on Thursday nights from 7:00pm-9:00pm to undertake routine practice, and participate in many weekend training events, often with professional-level experts from the field. Our members also regularly participate in training events across Vancouver Island and British Columbia to broaden the scope of practice and standard of safety to which we operate.



*Pictures are from training sessions*

## Public Education

**Education is the best prevention.  
"WORKING SMOKE ALARMS SAVE LIVES"**

Education is the keystone of fire prevention, and one of the important cornerstones of our department's mandate. Throughout the year, our members volunteer to provide fire station tours to children in the community and deliver fire prevention seminars to schools throughout the District of Port Hardy.

Throughout the year, we also host a variety of events including an open house with live fire demonstrations. These events not only provide a realistic perspective on the consequences of fire in the home but provide us with an opportunity to engage both children and adults and discuss how they can increase their fire prevention practices in the home.



# Port Hardy Fire Rescue

## Port Hardy Volunteer Firefighters Association



The Port Hardy Volunteer Firefighters Association (PHVFA) is a not-for-profit organization incorporated in British Columbia and funded in part by grants-in-aid through the District of Port Hardy and independent fundraising initiatives.

The PHVFA represents the membership of Port Hardy Fire Rescue and has several purposes. Most important, the PHVFA serves to strengthen relationships among members, and to thank them for their service. Throughout the year, the PHVFA plans several events including an annual camp-out and fishing derby which provide members with an opportunity to socialize outside of their firefighting role.

The PHVFA is also passionate about supporting Muscular Dystrophy Canada, an organization that firefighters across Canada loyally support. A portion of fundraising efforts throughout the year is dedicated towards MD Canada.

The PHVFA also includes fire prevention education in its mandate and works closely with Port Hardy Fire Rescue to improve prevention education in the community.





# Harbour

## 2019 At a Glance

Aries Security Ltd has closed our second full year at the harbour, with the team of three full time and one part time staff. Revenues increased; number of users decreased; number of incidents went up and we completed each capital and major project as planned. Inside of this very busy year we also had several exciting highlights that truly made 2019 a memorable year on our harbour front.



# Harbour

## Facility Users

The chart below shows the number of documented vessels that we hosted at the Seagate, Seine Floats and Fisherman's Wharf. We have broken down the number of combined boat days, separating the Recreational facility users from the Commercial Fishing Vessels for perspective.

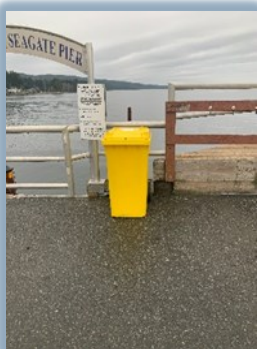
YEAR: 2019			
Total Boat Count	Recreational Boat Days	Commercial Boat Days	Combined Number of Boat Days
2,673	19,162	17,974	37,136

## Improvements

The harbour saw several notable improvements, including emergency response pollution spill kits located at each site. Further, keeping liability and user safety in mind, life rings were installed through each facility. Each electrical pedestal was outfitted with labels to clearly identify the amperage and to match the receptacle with the corresponding breaker.



Seine Floats



Seagate Pier



Bear Cove Marina



Fisherman's Wharf



Boat Launch



One of 24 life rings that are installed throughout the harbour. Each piece is zap-strapped in place and has been permanently marked, "PHHA".



Labelled electrical pedestals ensure that vessel operators can ensure to not overdraw power and makes sure we are billing appropriately.



# Harbour

## Capital Projects

The harbour office had new gutters installed at 6600 Hardy Bay Road. These gutters and downspouts were put to the test over the autumn and winter.

Extra surveillance cameras were situated in prime traffic areas at the harbour and lighting was installed around the lower Seine parking lot on Glenview Road.

The boat launch located on Hardy Bay Road received a load of fill and signage was hung to alert facility users of the drop off point of the boat ramp.

Small Craft Harbours completed the Float reconstruction at Fishermen's Wharf. New fir decking throughout and all damaged bull rails replaced. Flotation perked up the sagging corners plus fire suppression drylines were upgraded. The lights atop each electrical pedestal were replaced with new LED lights and twist lock photocells. Small Craft Harbours also provided a 20-pound fire extinguisher, which we had installed on each electrical pedestal.





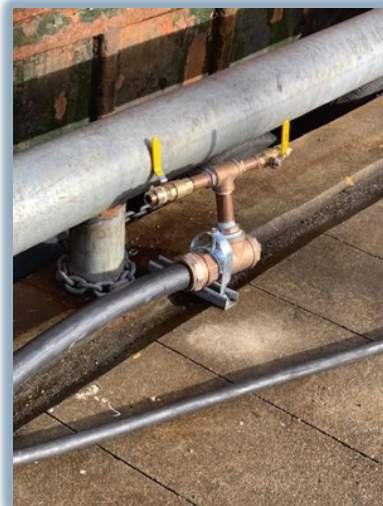
# Harbour

## Capital Projects

The Seagate Pier received a new gangway to start the T-Float season off including the new banner signage.



The District of Port Hardy and Small Craft Harbours contributed to a cost sharing project which saw the completion of the fresh water supply at the Seine Floats. Complete with backflow protection valves; quarter turn valves and two-inch water lines, the Seine Float users now have potable water available throughout the entire facility.





# Harbour

## HIGHLIGHTS

Port Hardy welcomed the Van Isle 360 for another year of excitement at our harbour front in June. With 40 participants, a combined total of over 1,600 linear feet of sailing vessels flooded Hardy Bay as our town hosted this elite event. The bulk of the fleet spent their stay on the Seagate T-Floats, welcoming visitors and photo ops with our residents. Local businesses participated by offering the sailors discounts at their stores and restaurants. Past years saw the event as an overnight stay, but the event coordinators were so pleased with the reception that our town provided that the 2021 Van Isle 360 race hopes to continue with the new two-day tradition.



In September, Port Hardy hosted the Exercise Goletas: Major Marine Disaster Response which provided a massive multi-agency training opportunity.

This event provided a platform for our Federal, Provincial and Municipal governments, as well as First Nations and other agencies and organizations to demonstrate their response capabilities should a major disaster occur within our waters. The event was sponsored by the Canadian Coast Guard; Canadian Armed Forces – Joint Task Force Pacific; Emergency Management British Columbia; B.C. Emergency Health Services; and, Public Safety Canada.

Locally, we were represented by The Kwakiutl First Nation; Gwa'sala-'Nakwaxda'xw First Nation; Quatsino First Nation; Namgis First Nation; The District of Port Hardy; Port Hardy Volunteer Fire Department; Port Hardy Harbour Authority; Port Hardy Airport; Regional District of Mount Waddington and local volunteers. Other agencies included: BC Ministry of Environment; Health Emergency Management BC; Vancouver Island Health Authority; Emergency Social Services; BC Ferries; Transport Canada; Canada Border Services Agency; Royal Canadian Mounted Police; Department of Fisheries & Ocean; Environment & Climate Change Canada; United States Coast Guard; B.C. Coast Pilots and Western Canada Marine Response Corporation.



# Harbour

## Bear Cove Recreational Site ~ Port Hardy's Hidden Jewel

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District care-takers continue to manage the Bear Cove Recreational Site. This seasonal facility is open from June 1st to September Labour Day weekend.

Bear Cove continues to offer free launching and day parking. Reserved moorage is available at rates published in the District User Rates and Fees Bylaw.





# Twinning

## PORT HARDY TWINNING SOCIETY

Port Hardy, BC - Numata, Hokkaido

Canada - Japan



The focus of the Society in 2019 was to look at ways and means of fostering greater awareness of the sister-city / twinning program in our community, gaining new members and re-connecting with those not as active in the past few years. The Society thanks our members and the many other volunteers in the community who helped the Society carry on for another year.

### Highlights:



#### Twinning Garden at Carrot Park

Throughout 2019 the garden was maintained by Society members with garden clean up and trimming of plants ongoing throughout the year.

#### Torii Gate

Visitors are often seen posing for photographs at the Torii Gate. The Society is very pleased that the citizens of Port Hardy cherish this remarkable addition to Carrot Park.



To strive for the advancement of friendship between our community and Numata through the promotion of exchanges in the fields of economy, culture, education, and sports... in full and free cooperation with our sister city.





# Twinning

## Annual Report to Council

2019 was a turning point for the Twinning Society with the realization that it may not be able to continue on into 2020 without increased membership and fresh new faces coming onboard. Some members have served on the Executive for over 20 years and new people with new ideas are needed. To this end the Executive met with Council in May of 2019 to review the 2018 year and advise of the difficulties the Society is facing. The Executive continued to work throughout 2019 to increase interest and membership in order to have a growing and viable Society.

## Filomi Days

The Twinning Society was pleased to bring the Uminari Taiko Drummers from Victoria back to Port Hardy in July for Filomi Days. From the first contact for the event, the group was eager to come for a repeat visit.



## August 2019 - Port Hardy Delegation to Numata

Unfortunately, as the deadline to commit to the trip came in April of 2019, there was only one student and two adults able to continue with the visit and due to the low participant numbers the hard decision to cancel the delegation to Numata was made by the Society.

## September 2019 - Mount Waddington Regional Fall Fair

The decision was made to not participate in the annual fall fair.

## Media

The Port Hardy Twinning Society Facebook page continues to be visited regularly by Society members and citizens of both Port Hardy and Numata. Society events, photos and activities are uploaded and updated regularly. It has been a great way to let people know who we are, and what the Society does. Our local newspapers have shown great support for the Twinning Society through timely articles and interviews throughout the year.



# Finance



Fiscal responsibility and financial sustainability are key goals of the District of Port Hardy's Finance Department. These goals are achievable with informed decision making and clear direction between staff and Council. Maintaining and improving service levels for the citizens of Port Hardy are a focus for Council and it is the responsibility of the finance department to find a balance of funding for these goals.

Capital projects including revitalization, infrastructure, and business attraction are projects that Council are directing staff to work towards so that financial sustainability for the District is achieved. The finance department reports to Council on the fiscal viability and constraints with regards to Capital projects so that Council is able to make informed decisions when deciding which projects will benefit the citizens of Port Hardy.

## Financial Activities of the Finance Department include:

### Financial planning

- Annual five year financial plan, user rates and fees structure.

### Financial reporting

- Audited financial statements, municipal tax rates, statement of financial information submitted to the Provincial Government.

### Revenue collection

- Property tax collection, quarterly utility revenue, other revenue including user fees for services provided.

### Payment of accounts

- Payments to hundreds of suppliers annually.

### Other activities

- Internal auditing controls, payroll functions, invoicing, debt financing, business licences and other activities required to manage the District's financial matters.



# Finance

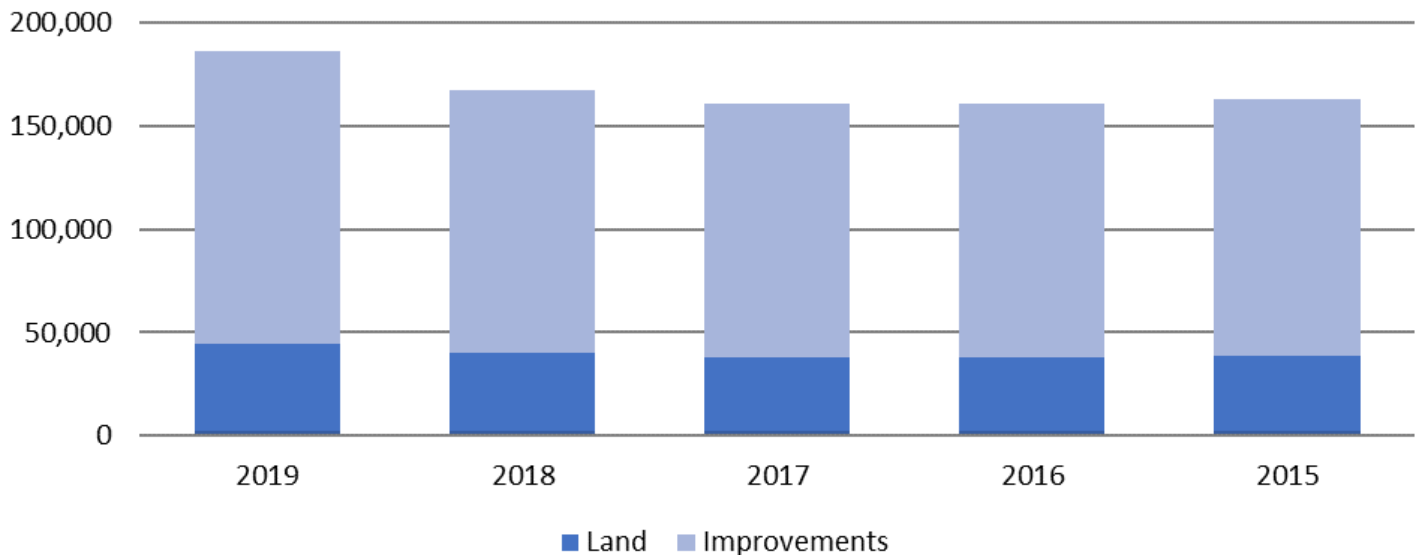
## Taxable Property Assessments

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## Taxable Property Assessments

(in \$1,000's)	2019	2018	2017	2016	2015
Residential	\$ 286,192	\$ 254,253	\$ 243,564	\$ 242,790	\$ 246,311
Utilities	779	766	768	765	767
Light Industry	4,047	3,966	3,800	3,837	3,839
Business	67,615	64,866	62,182	58,160	58,776
Managed Forest	353	420	379	386	357
Recreation/Non	1,177	1,101	1,058	1,016	461
	<b>\$ 360,163</b>	<b>\$ 325,372</b>	<b>\$ 306,954</b>	<b>\$ 310,511</b>	<b>\$ 325,237</b>
% change from	10.69%	6.00%	-1.15%	-4.53%	1.83%

**Average Single Family Residential Assessed Value**



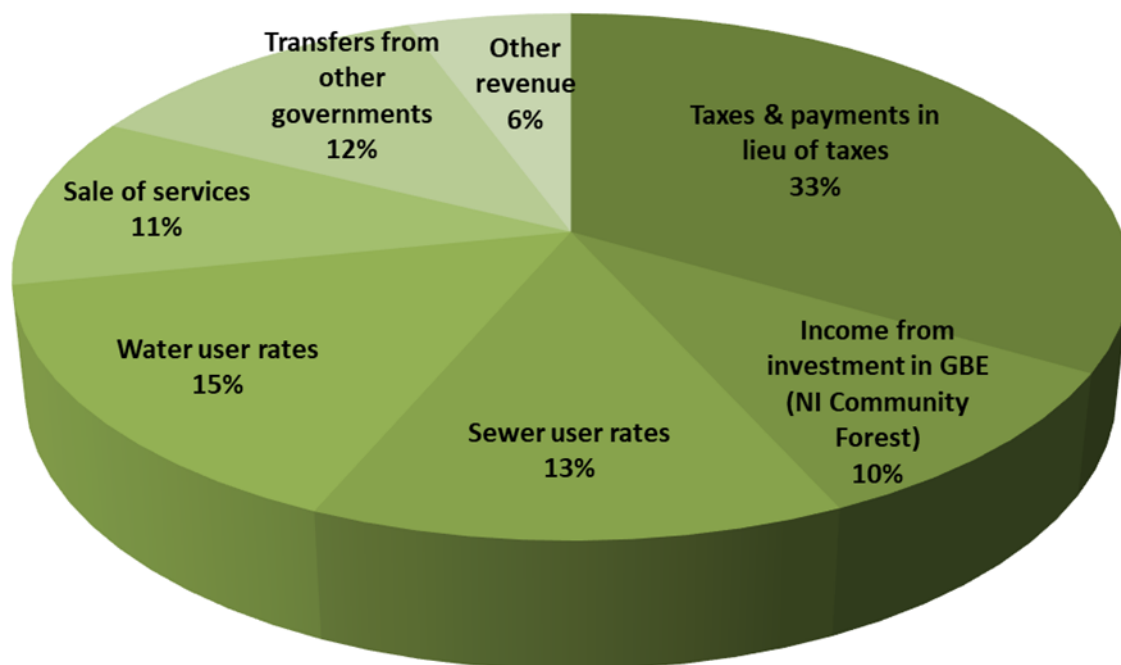


# Finance

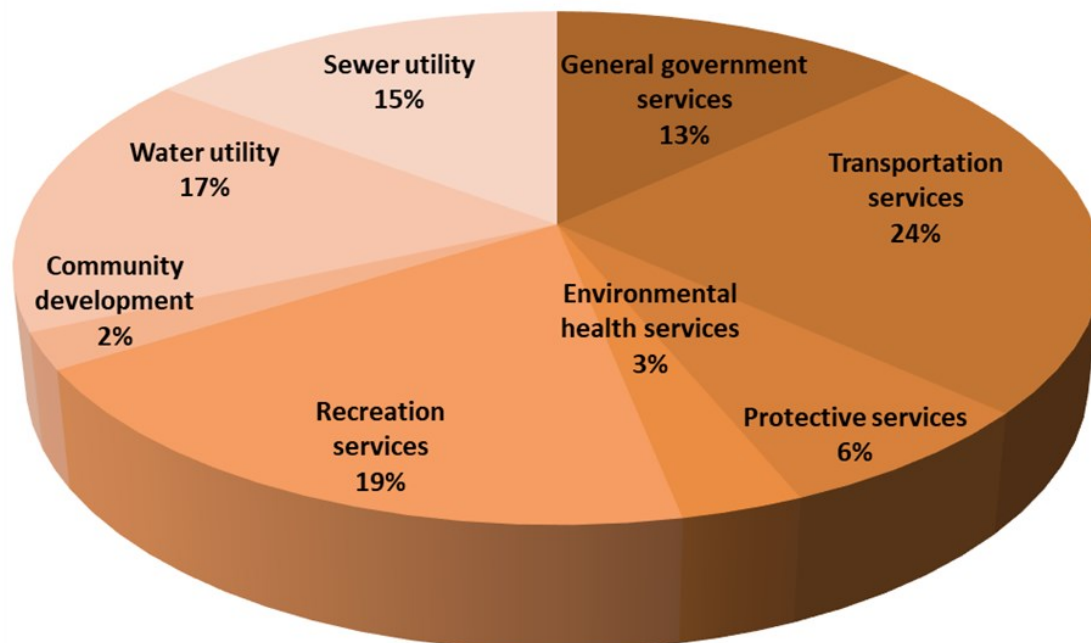
## 2019 Revenues & Expenses by %

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### 2019 Revenues



### 2019 Expenses



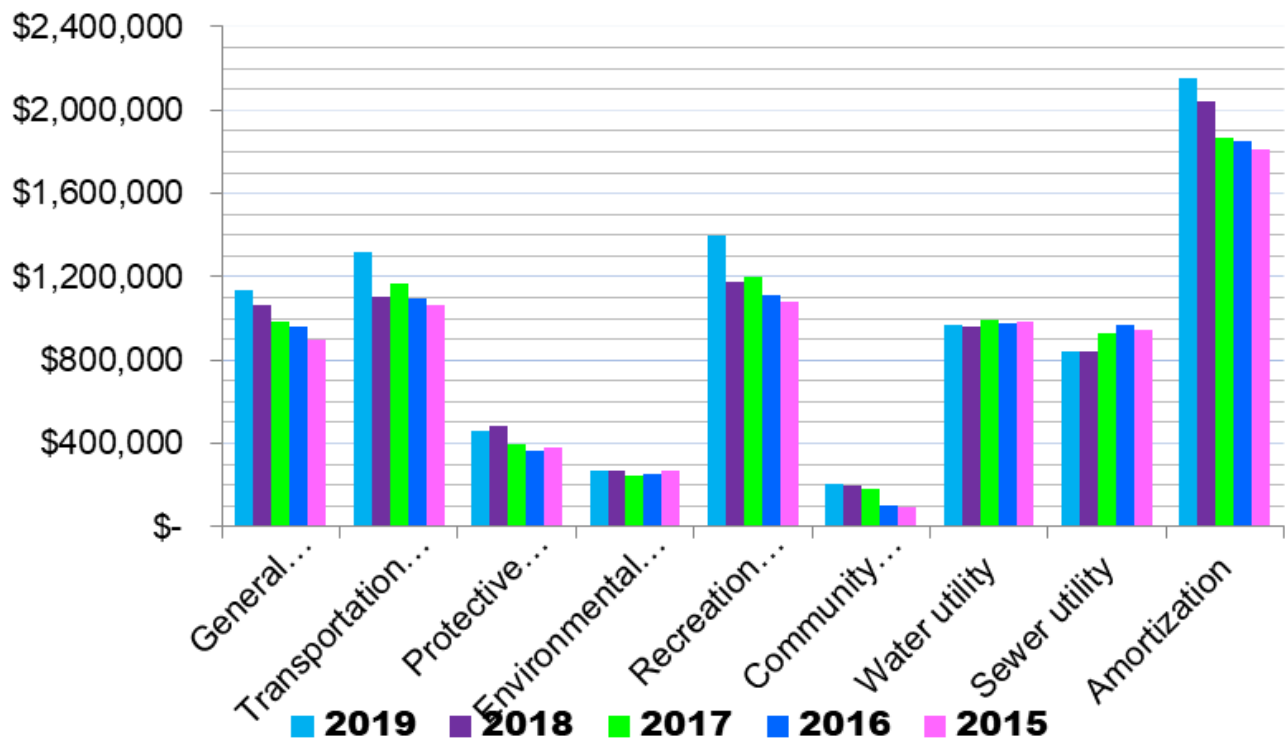
# Finance

## 2019 Expenses by Function

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### Expenses by Function

	2019	2018	2017	2016	2015
General government services	\$ 1,133,084	\$ 1,065,287	\$ 982,760	\$ 958,740	\$ 897,331
Transportation services	1,316,596	1,102,650	1,165,374	1,092,063	1,062,216
Protective services	459,046	484,632	397,982	361,479	376,914
Environmental health services	272,781	272,302	248,738	250,704	265,487
Recreation services	1,394,900	1,172,965	1,198,794	1,110,075	1,079,890
Community development	201,765	194,240	177,987	102,389	93,595
Water utility	970,373	961,736	991,309	979,050	982,958
Sewer utility	838,390	839,804	929,484	966,915	941,486
Amortization	2,156,450	2,041,470	1,869,979	1,853,138	1,812,521
	<b>\$ 8,743,385</b>	<b>\$ 8,135,086</b>	<b>\$ 7,962,407</b>	<b>\$ 7,674,553</b>	<b>\$ 7,512,398</b>



# Finance

## 2019 Permissive Tax Exemptions

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### DISTRICT OF PORT HARDY

#### Schedule of Property Tax Permissive Exemptions

For year ended December 31, 2019

Organization	Total
Fort Rupert Curling Club	\$ 6,838
Grassroots Garden Society	573
North Island Crisis and Counseling Centre Society	4,449
Pentecostal Assemblies of Canada	4,478
Port Hardy Baptist Church	4,116
Port Hardy Chamber of Commerce	4,132
Port Hardy Congregation Jehovah's Witnesses	1,355
Port Hardy Ecumenical Society	2,365
Port Hardy Heritage Society	5,339
Port Hardy Hospital Auxiliary	2,985
Rainbow Country Daycare Society	2,415
Royal Canadian Legion	2,390
Seventh Day Adventist Church	29,672
St. Bonaventure Catholic Church	1,617
Tri Port Motorsport Association	970
Vancouver Island Health Authority	124,613
PH Seniors Housing	1,449
	<hr/>
	\$ 199,756

The 2019 Audited Financial Statements are located as Appendix III starting on page 50 of this document.





## Appendix I

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### Water Treatment Plant & Distribution System





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## WATER TREATMENT PLANT & DISTRIBUTION SYSTEM

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## 2019 Annual Operations Performance Report

Facility Numbers 529 & 155

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## OVERVIEW

Port Hardy, with a population of 4,132 residents and over 5,000 connected to the infrastructure is located at the northern end of Vancouver Island. In May 2000 the water treatment plant was commissioned and established Port Hardy's reputation for having some of British Columbia's best water quality.

Port Hardy's source water is the Tsulquate River. The water from this river is tinted brown from tannins and other leachates. Port Hardy's Water Treatment Plant uses a Dissolved Air Flotation (DAF) system which is very effective in treating highly colored water. Treatment is achieved using ISOPAC 6 and Soda Ash to remove the color, particles, sediment and organics that are present. A filter aid, Hydrofloc 400 is added in trace amounts after the DAF treatment and prior to the filters to improve coagulation of fine particles. Filtration is done through a mixed media consisting silica sand and anthracite. Lime slurry, carbon dioxide and sodium hypochlorite are injected post filtration for alkalinity, pH adjustment and disinfection.

In 2019, the plant continued to produce a very high level of treatment providing excellent water quality to the District of Port Hardy.

## PERMIT TO OPERATE

The Port Hardy water treatment plant is a Level III facility as deemed by the Environmental Operators Certification Program (EOCP), certification number 529. The distribution system is a Level III system with a certification number of 155.

## CERTIFIED OPERATORS

The Operational Permit from Vancouver Island Health Authority Operational requires that a certified operator is employed to match the Water Treatment Plant Certification, a level III plant. The District currently employs a Level IV operator and two, Level III operators. The District also employs a Level III Water Distribution Operator.

Operator	Title	Certification
Joe Jewell	Utilities Supervisor	WT IV, WD III, WWT II, WWC I
Justin Reusch	Chief Operator	WT III, WD II, WWT II
Roland LeFort	Operator	WWT III, WT III
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WT I, WWT I, Cross Connection

## OPERATIONAL HIGHLIGHTS

### WATER TREATMENT PLANT

Throughout 2019, there were times where due to heavy rains and high river colour events, that the water treatment process was upset. In these events, the plant is taken offline and no water is pumped to the reservoir. Water is only pumped to the reservoirs once the treatment plant's process quality is restored. This will result in lower than desired reservoir levels but quality will not be compromised.

Many capital projects were undertaken in 2019. The backup raw water pump was sent out for a rebuild this year. Upon it's return, it was put online and the main pump sent out for its rebuild. The main pump had been in service over 10 years.

New online turbidimeters were purchased to monitor raw and treated water quality. The existing turbidimeters are now obsolete and parts are becoming more difficult to find.

Spare components for the water plant's multiple Programmable Logic Controllers (PLCs) were purchased this year. The water plant incorporates 5 PLCs that monitor several hundred inputs in the process. If any portion of the PLC was to fail, the water plant process would stop, ceasing production of potable water. The original PLCs were installed in 2000 with one being replaced in 2016.

Additional highlights:

- No violations to permit in 2019
- Quarterly samples for THMs and HAAs all returned within acceptable limits
- All bacteriological testing came back within expected parameters
- A Stage 1 water use restriction as per Port Hardy Water Conservation Bylaw No. 06-2005
- A Stage 3 water use restriction was triggered when the water reservoir #1 was removed and while a replacement was being constructed
- 130 ML less water was treated in 2018 compared to 2017; this is the lowest production since the water treatment plant was commissioned in 2000. This is due to the utilities crew continuing to make needed repairs and the implementation of the water conservation bylaw

## WATER DISTRIBUTION SYSTEM

In 2018, the District of Port Hardy commenced on a major upgrade to the water distribution system in the Storey's Beach area. A new 2000 cubic meter (m<sup>3</sup>) reservoir was constructed on Fort Rupert Road and 3000 meters of distribution pipe was replaced. The replacement distribution pipe was also increased in size from 150mm and 250mm to 300mm and 350mm. Additional hydrants were also installed insuring a fire flow of 150 Litres/second where required. The Fort Rupert Reservoir site is equipped with backup power generation and chlorine disinfection booster pumps. The reservoir level is controlled by an altitude control valve which keeps the tank at a predetermined level within 1.5 meters. A rolling diaphragm pressure reducing valve is also installed on site to regulate the pressure in the event the reservoir is offline. The entire site can be monitored remotely from the water treatment.

A new Pressure Reducing Station (PRV) was installed at the corner of Beaver Harbour Road and Storey's Beach Road. This station reduces the mainline pressure from Storey's Beach Road to Chatham Avenue.

Also, as part of the project, Reservoir #1 at the water treatment plant was replaced. In March, the existing reservoir was taken offline. A new concrete base was poured, and new inlet and outlet valves installed. The new tank, is a 2700 cubic meter (m<sup>3</sup>) glass fused to steel (GFS) construction, has much lower maintenance requirements and a larger capacity. A new check valve system in the tank ensures better mixing of the water. The new tank was brought online in June.

The Holgrem Flats PRV station was rebuilt this summer. The original installation was in 1990 and was beginning to have some operational issues. Both valves, the pressure relief system and the electrical components were all rebuilt by the Utilities staff.

Tree and brush removal along the water mains was also a capital project this year. Keeping the watermains clear of large vegetation makes identifying and repairing leaks much easier reducing time that the community is without water. Local contractors were solicited for this work. Part of this work involved removing trees under the power line to the water treatment plant. As a result, there has been less power bumps at the water plant and less operator call outs.

Staff have also been working on the mapping project. A new set of water distribution maps are being worked on. Utilities staff have been verifying the details of maps and noting changes that are needed. The maps will then be returned and adjustments made.

### Additional Highlights:

- Water meters were installed in more commercial properties in 2018
- In January, the Port McNeill PRV station was found to be badly leaking. Repair parts were ordered and installed until the new water system was completed
- The 2" water meter serving the Gwa'Sala-Nakwaxda'xw First Nation was found inoperable and a new meter was installed
- In February, brief water outages were caused twice when the contractor broke the water services to the Fort Rupert School and Fort Rupert Liftstation. Bacteriological samples were sent out with good results returned
- A new water service was installed to Fire Hall #2 at Storey's Beach in March
- All hydrants were serviced in 2018
- The fibre optic installation continued in 2019. Utilities operators continued to locate and mark our utilities. As a result, many of our service cards and maps were corrected or new cards were created. Any services that were found in need of repair were fixed
- All Utilities operators received training on the Hydroexcavation truck this year and received the required Continuing Education Units (CEUs) credits for the course



## CROSS CONNECTION CONTROL

A formal Cross Connection Control program, created by Maintenance Tracking Systems Inc (MTS) was presented to the District of Port Hardy in late 2010. Currently, backflow preventers are installed in all high risk areas of the treatment plants, liftstations with a washdown hose, public sani dumps and public gardens.

## WATER WISE PROGRAM CONTINUATION

A total of 178 meters are being read including commercial users and multi-family dwellings. All new homes and constructions will have meter setters installed as part of this program. Continuing public education around proposed metering/rate changes and general information on water wise initiatives was conducted and will be ongoing until all users are metered. In 2016, new watering restrictions as per Port Hardy Water Conservation Bylaw No. 06-2005 were adopted. As part of the water system upgrade in 2018, water meter setters were installed on all single family dwellings on Beaver Harbour Road as new service lines were run to the property line.

## WATERSHED PROTECTION PLAN

The District of Port Hardy has taken steps to implement a watershed protection plan. The purpose of this is to create a plan that guides users in the best management and preservation of the Tsulquate River and Kains Lake watershed as a drinking water source for the District of Port Hardy. The plan will develop a public awareness, identify stakeholders, increase knowledge and public awareness of the watershed and develop procedures for an emergency response.

Water Treatment Plant / Distribution Testing													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Raw Water pH	27	24	26	26	27	30	27	27	25	27	26	26	318
Reservoir Water pH Daily Grab Sample or Continuous 7.0 - 10.5	31	28	31	30	31	30	31	31	30	31	30	31	365
Colour (Reservoir) AO: <= 15 TCU	27	24	26	26	27	25	27	27	25	27	26	26	313
Free Chlorine Residual (Reservoir) Daily Grab Sample or Continuous	31	28	31	30	31	30	31	31	30	31	30	31	365
Free Chlorine Residual Distribution Grab Sample	48	40	46	42	44	47	48	46	42	44	42	42	531
Turbidity (Distribution) Grab Samples	48	40	46	42	44	47	48	46	42	44	42	42	531
Turbidity (Filter) Grab Sample or Continuous <= 0.3 NTU in at least 95%; never > 1.0 NTU	31	28	31	30	31	30	31	31	30	31	30	31	365
Turbidity (Reservoir) Daily Grab Sample or Continuous 1 NTU Maximum in finished water	31	28	31	30	31	30	31	31	30	31	30	31	365
Escherichia Coli ( <i>E.coli</i> ) 11 per month Distribution, 1 Raw MAC: 0 CFU/100mL	12	14	17	12	12	40	14	12	12	12	12	12	181
Total Coliforms 11 per month Distribution, 1 Raw MAC: 0 CFU/100mL	12	14	17	12	12	40	14	12	12	12	12	12	181
Chemical and Physical Parameter Tests Once every 5 years Due 2019													0
Trihalomethanes & Haloacetic Acids (THMs & HAAs) Quarterly <0.100 mg/L annual average	1			1			1			1			4
Monthly Report 15 <sup>th</sup> of the following month	1	1	1	1	1	1	1	1	1	1	1	1	12
Annual Report Before January 31 <sup>st</sup>	1												1
Permit Violations	0	0	0	0	0	0	0	0	0	0	0	0	0
Workplace Metrics													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Safety Meetings	1	1	1	1	1	11	1	1	1	1	1	1	22
Worksite Inspections	1	1	1	1	1	1	1	1	1	1	1	1	12
Kain's Lake Dam Inspections	2	2	2	4	4	4	6	6	6	6	4	2	48
Water Service Locates	5	1	1	3	6	20	3	1	1	6	3	1	51
Water Service Repairs	5	3	2	0	3	0	6	0	1	1	0	0	21
Water Main Repairs	1	0	1	0	0	0	1	0	0	0	0	0	3
BC One Calls	14	11	16	6	17	9	8	8	40	21	16	5	171
PRV Inspections	7	0	0	0	0	1	7	0	7	0	7	0	29
ERP Exercises	0	0	0	0	0	0	0	0	0	0	0	0	0
Air Valve Inspections	2	2	2	0	0	0	5	0	0	12	18	0	41
Mainline Valve Locates/Inspections	0	3	1	0	1	6	14	24	0	1	0	0	50
Hydrant A - Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Hydrant B - Services	0	0	0	0	0	0	82	60	66	0	0	0	208

## RAW AND TREATED WATER PRODUCTION

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Raw Water Pumped in ML	124	119	125	118	131	128	142	151	123	130	112	111	1513
Treated Water Production in ML	120	117	122	112	128	124	138	147	119	122	109	108	1467
Rainfall in mm	129	157	91	85	9	106.7	19.6	16	169	173.6	264.8	396.2	1616
Backwashes	36	34	34	36	37	33	39	38	32	34	36	37	426

## CHEMICAL USAGE

	January	February	March	April	May	June	July	August	September	October	November	December	Total
ISOPAC 6 Coagulant in kg	3355	2847	2859	2839	2276	3302	2811	1830	4105	5357	4892	4329	40802
Soda Ash in kg	1294	1158	1033	1339	817	1067	772	250	1203	1884	1952	2066	14835
Filter Aid (LT20) in kg	1.03	0.82	0.86	0.81	1.20	1.20	1.19	0.82	0.60	0.62	0.75	0.78	10.68
Salt for Chlorine Generator in kg	363	272	363	454	400	680	499	568	776	613	431	522	5942
Liquid Sodium Hypochlorite 12% in kg	20	0	0	0	4	0	0	0	0	0	0	0	24
Lime in kg	1935	1499	1614	1853	1834	1894	2043	2045	1854	2037	2004	2018	22629
Carbon Dioxide in kg	2248	1744	1708	2415	2471	2583	3049	2904	2587	2304	2776	1717	28507



## FILTERED WATER QUALITY

Month	Filter 1		Filter 2		Filter 3		Filter 4	
	Avg	Max	Avg	Max	Avg	Max	Avg	Max
January	0.04	0.29	0.05	0.29	0.12	0.29	0.04	0.29
February	0.07	0.29	0.07	0.29	0.08	0.29	0.06	0.29
March	0.04	0.29	0.04	0.29	0.04	0.29	0.04	0.29
April	0.04	0.29	0.04	0.29	0.04	0.29	0.03	0.29
May	0.03	0.29	0.03	0.29	0.03	0.29	0.02	0.29
June	0.03	0.29	0.04	0.29	0.03	0.29	0.03	0.29
July	0.03	0.17	0.04	0.29	0.03	0.24	0.02	0.22
August	0.04	0.29	0.03	0.29	0.04	0.29	0.01	0.29
September	0.03	0.29	0.04	0.29	0.03	0.25	0.03	0.19
October	0.04	0.29	0.04	0.29	0.04	0.29	0.03	0.29
November	0.03	0.29	0.04	0.29	0.03	0.29	0.02	0.29
December	0.03	0.29	0.04	0.29	0.03	0.30	0.02	0.29
Average	0.04	0.28	0.04	0.29	0.05	0.28	0.03	0.28
Minimum	0.03	0.17	0.03	0.29	0.03	0.24	0.01	0.19
Maximum	0.07	0.29	0.07	0.29	0.12	0.30	0.06	0.29

## RESERVOIR EFFLUENT

Month	Flow (m <sup>3</sup> /hour)		Free Chlorine (mg/L)		pH		Turbidity (NTU)
	Avg	Max	Avg	Max	Avg	Max	Avg
January	128	234	1.0	1.0	7.5	7.5	0.04
February	142	313	1.0	1.1	7.5	7.6	0.02
March	138	216	1.0	1.1	7.5	7.6	0.03
April	138	216	1.1	1.2	7.5	7.6	0.05
May	151	236	1.1	1.1	7.3	7.3	0.01
June	147	198	1.0	1.1	7.4	7.4	0.10
July	160	207	1.0	1.0	7.4	7.5	0.03
August	186	370	1.0	1.0	7.4	7.5	0.06
September	152	254	1.0	1.1	7.3	7.4	0.07
October	142	183	1.0	1.1	7.3	7.4	0.10
November	133	207	0.9	1.0	7.4	7.5	0.14
December	133	331	1.0	1.0	7.4	7.5	0.10
Avg	146	247	1.0	1.1	7.4	7.5	0.06
Min	128	183	0.9	1.0	7.3	7.3	0.01
Max	186	370	1.1	1.2	7.5	7.6	0.14

*Note: Data from the above tables are accumulated from online instrumentation and SCADA trending. Maximum values can be influenced by cleaning, calibrating and flushing of online instrumentation which at that time does not reflect the actual quality of the water.*

# DISTRIBUTION WATER QUALITY AND BACTERIOLOGICAL RESULTS

January					February					March				
Distribution Sampling					Distribution Sampling					Distribution Sampling				
Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH
Chatham Avenue	01-02-18	0.7	0.14	7.7	Chatham Avenue	02-05-18	0.8	0.17	7.5	Chatham Avenue	03-06-18	0.8	0.30	7.6
	01-09-18	0.7	0.22	7.6		02-06-18	0.7	0.11	7.8		03-13-18	0.7	0.16	7.6
	01-16-18	0.6	0.12	7.8		02-07-18	0.7	0.21	7.6		03-20-18	0.6	0.13	7.6
	01-23-18	0.8	0.14	7.8		02-13-18	0.8	0.14	7.6		03-27-18	0.8	0.11	7.6
	01-30-18	0.8	0.21			02-20-18	0.8	0.25	7.6		03-28-18	0.7	0.12	7.7
Peel Street Liftstation	01-02-18	0.8	0.13	7.5	Peel Street Liftstation	02-06-18	0.7	0.13	7.7	Peel Street Liftstation	03-06-18	0.8	0.13	7.6
	01-09-18	0.8	0.34	7.4		02-13-18	0.7	0.19	7.4		03-13-18	0.7	0.14	7.4
	01-16-18	0.7	0.12	7.5		02-20-18	0.9	0.38	7.5		03-20-18	0.7	0.25	7.6
	01-30-18	0.7	0.21	7.7		02-27-18	0.9	0.16	7.6		03-27-18	0.6	0.19	7.6
	01-02-18	0.7	0.18	7.6		02-06-18	0.6	0.16	7.6		03-06-18	0.7	0.17	7.6
Airport Wastewater Treatment Plant	01-09-18	0.6	0.23	7.5	Airport Wastewater Treatment Plant	02-13-18	0.6	0.19	7.6	Airport Wastewater Treatment Plant	03-13-18	0.2	0.19	7.6
	01-16-18	0.6	0.31	8.2		02-20-18	0.8	0.25	7.6		03-20-18	0.6	0.17	7.6
	01-23-18	0.6	0.22	7.7		02-27-18	0.2	0.54	7.7		03-27-18	0.7	0.17	7.7
	01-30-18	0.7	0.13								03-28-18	0.6	0.18	7.6
	01-02-18	0.7	0.17	7.8		02-06-18	0.8	0.17	7.6		03-06-18	0.3	0.12	8.8
Public Works Yard	01-09-18	0.9	0.22	7.4	Public Works Yard	02-13-18	1.0	0.13	7.5	Public Works Yard	03-13-18	0.5	0.15	7.8
	01-16-18	0.9	0.14	7.4		02-20-18	0.8	0.24	7.7		03-20-18	0.9	0.15	7.6
	01-23-18	0.6	0.28	7.9		02-27-18	0.3	0.19	8.1		03-27-18	0.9	0.15	7.7
	01-30-18	0.6	0.13											
	01-02-18	0.3	0.42	7.9		02-06-18	0.3	0.20	8.2		03-06-18	0.3	0.29	8.0
Eagleview School	01-09-18	0.3	0.27	8.0	Eagleview School	02-13-18	0.3	0.20	8.0	Eagleview School	03-13-18	0.3	0.41	7.9
	01-16-18	0.5	0.16	7.9		02-20-18	0.6	0.32	7.6		3/20/2018*	0.6	0.44	7.7
	01-23-18	0.3	0.22	7.8		02-27-18	0.8	0.11	7.5		03-27-18	0.3	0.19	8.0
	01-30-18	0.3	0.17											
	01-02-18	0.8	0.23	7.5		02-06-18	0.7	0.15	7.5		03-06-18	0.8	0.29	7.6
Bear Cove Reservoir	01-09-18	0.7	0.17	7.5	Bear Cove Reservoir	02-13-18	0.7	0.18	7.5	Bear Cove Reservoir	03-13-18	0.8	0.14	7.5
	01-16-18	0.7	0.14	7.5		02-20-18	0.8	0.28	7.5		03-20-18	0.8	0.15	7.6
	01-23-18	0.8	0.18	7.6		02-27-18	0.8	0.16	7.6		03-27-18	0.7	0.21	7.6
	01-30-18	0.7	0.11											
	01-02-18	0.6	0.10	7.5		02-06-18	0.7	0.19	7.5		03-06-18	0.7	0.21	7.6
Ferry Terminal	01-09-18	0.5	0.14	7.5	Ferry Terminal	02-13-18	0.7	0.14	7.4	Ferry Terminal	03-13-18	0.7	0.22	7.5
	01-16-18	0.6	0.11	7.5		02-20-18	0.9	0.19	7.4		03-20-18	0.5	0.13	7.6
	01-23-18	0.7	0.16	7.6		02-27-18	0.6	0.08	7.5		03-27-18	0.6	0.15	7.5
	01-30-18	0.6	0.15											
	01-02-18	0.8	0.25	7.5		02-06-18	0.7	0.17	7.6		03-06-18	1.0	0.31	7.7
Highway 19 PRV	01-09-18	0.9	0.22	7.4	Highway 19 PRV	02-13-18	1.0	0.19	7.4	Highway 19 PRV	03-13-18	0.8	0.15	7.5
	01-16-18	0.9	0.15	7.4		02-20-18	1.0	0.14	7.6		03-20-18	0.8	0.15	7.6
	01-23-18	1.0	0.19	7.7		02-27-18	1.0	0.18	7.4		03-27-18	0.9	0.14	7.6
	01-30-18	0.8	0.12											
	Average	0.7	0.19	7.6		Average	0.7	0.20	7.6		Average	0.6	0.19	7.7
Minimum	0.3	0.10	7.4	Minimum	0.2	0.08	7.4	Minimum	0.2	0.11	7.4			
Maximum	1.0	0.42	8.2	Maximum	1.0	0.54	8.2	Maximum	1.0	0.44	8.8			

July					August					September				
Distribution Sampling					Distribution Sampling					Distribution Sampling				
Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH
Chatham Avenue	07-03-18	0.4	0.35	7.5	Chatham Avenue	08-07-18	0.3	0.14	7.8	Chatham Avenue	09-04-18	0.2	0.13	7.8
	07-10-18	0.4	0.62	7.6		08-14-18	0.2	0.18	7.9		09-11-18	0.2	0.14	8.3
	07-17-18	0.5	0.33	7.7		08-21-18	0.3	0.17	7.7		09-18-18	0.2	0.45	7.8
	07-24-18	0.5	0.20	7.8		08-28-18	0.6	0.15	7.8		09-25-18	0.2	0.16	7.8
	07-31-18	0.3	0.19	7.7										
Peel Street Liftstation	07-03-18	0.6	0.25	7.4	Peel Street Liftstation	08-07-18	0.7	0.38	7.4	Peel Street Liftstation	09-04-18	0.8	0.13	7.6
	07-10-18	0.8	0.65	7.5		08-14-18	0.7	0.18	7.2		09-11-18	0.2	0.17	7.4
	07-17-18	0.6	0.31	7.4		08-21-18	0.7	0.21	7.5		09-18-18	0.6	0.14	7.4
	07-24-18	0.7	0.21	7.5		08-28-18	0.7	0.15	7.8		09-25-18	0.6	0.14	7.5
	07-31-18	0.5	0.20	7.4										
Airport Wastewater Treatment Plant	07-03-18	0.3	0.20	7.5	Airport Wastewater Treatment Plant	08-07-18	0.4	0.39	7.6	Airport Wastewater Treatment Plant	09-04-18	0.5	0.13	7.6
	07-10-18	0.3	0.39	7.6		08-14-18	0.3	0.19	7.7		09-11-18	0.2	0.17	7.5
	07-17-18	0.2	0.30	7.5		08-21-18	0.3	0.25	7.8		09-19-18	0.3	0.14	7.4
	07-24-18	0.6	0.29	7.5		08-28-18	0.6	0.24	7.7		09-25-18	0.4	0.13	7.4
	07-31-18	0.3	0.30	7.6										
Public Works Yard	07-03-18	0.1	0.22	7.8	Public Works Yard	08-07-18	0.1	0.16	8.1	Public Works Yard	09-04-18	0.3	0.17	7.9
	07-10-18	0.3	0.20	7.9		08-14-18	0.4	0.17	7.8		09-11-18	0.2	0.15	8.0
	07-17-18	0.4	0.21	7.9		08-21-18	0.6	0.21	7.9		09-18-18	0.5	0.12	7.6
	07-24-18	0.2	0.14	8.5		08-28-18	0.2	0.13	8.0		09-25-18	0.7	0.13	7.4
	07-31-18	0.4	0.14	7.9										
Eagleview School	07-03-18	0.1	0.13	8.0	Eagleview School	08-07-18	0.6	0.58	7.8	Eagleview School	09-04-18	0.4	0.25	7.9
	07-10-18	0.6	0.56	7.8		08-14-18	0.7	0.18	7.3		09-11-18	0.2	0.17	7.5
	07-17-18	0.5	0.81	7.8		08-21-18	0.6	0.19	7.0		09-18-18	0.2	0.12	7.9
	07-24-18	0.6	0.20	7.7		08-28-18	0.6	0.19	7.6		09-25-18	0.3	0.13	7.8
	07-31-18	0.6	0.24	7.7										
Bear Cove Reservoir	07-03-18	0.3	0.13	7.4	Bear Cove Reservoir	08-07-18	0.6	0.14	7.6	Bear Cove Reservoir	09-04-18	0.6	0.13	7.6
	07-10-18	0.6	0.17	7.4		08-14-18	0.7	0.18	7.5		09-11-18	0.5	0.15	7.4
	07-17-18	0.8	0.19	7.4		08-21-18	0.6	0.17	7.7		09-18-18	0.4	0.13	7.5
	07-24-18	0.6	0.14	7.6		08-28-18	0.6	0.17	7.6		09-25-18	0.4	0.14	7.4
	07-31-18	0.6	0.17	7.5										
Ferry Terminal	07-03-18	0.6	0.14	7.2	Ferry Terminal	08-07-18	0.5	0.15	7.5	Ferry Terminal	09-04-18	0.4	0.14	7.6
	07-10-18	0.3	0.20	7.5		08-14-18	0.8	0.24	7.2		09-11-18	0.4	0.25	7.3
	07-17-18	0.2	0.16	7.3		08-21-18	0.7	0.12	7.8		09-18-18	0.3	0.20	7.6
	07-24-18	0.4	0.15	7.5		08-28-18	0.4	0.19	7.4		09-25-18	0.3	0.11	7.4
	07-31-18	0.6	0.16	7.4										
Highway 19 PRV	07-03-18	0.8	0.13	7.4	Highway 19 PRV	08-07-18	0.9	0.18	7.5	Highway 19 PRV	09-04-18	0.4	0.15	7.6
	07-10-18	0.8	0.15	7.4		08-14-18	0.9	0.12	7.3		09-11-18	0.7	0.24	7.3
	07-17-18	0.9	0.21	7.4		08-21-18	0.8	0.14	7.5		09-18-18	0.7	0.14	7.4
	07-24-18	0.9	0.21	7.5		08-28-18	0.9	0.10	7.5		09-25-18	0.6	0.14	7.4
	07-31-18	0.8	0.25	7.4										
Average		0.5	0.26	7.6	Average		0.6	0.20	7.6	Average		0.4	0.16	7.6
Minimum		0.1	0.81	7.2	Minimum		0.1	0.10	7.0	Minimum		0.2	0.11	7.3
Maximum		0.9	0.81	8.5	Maximum		0.9	0.58	8.1	Maximum		0.8	0.45	8.3

October					November					December				
Distribution Sampling					Distribution Sampling					Distribution Sampling				
Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH	Location	Date	Free Chlorine mg/L	Turbidity NTU	pH
Chatham Avenue	10-02-18	0.2	0.14	7.4	Chatham Avenue	11-06-18	0.2	0.17	7.7	Chatham Avenue	12-11-18	0.3	0.15	7.6
	10-09-18	0.2	0.15	7.5		11-13-18	0.3	0.16	7.7		12-18-18	0.6	0.31	7.9
	10-16-18	0.4	0.19	7.5		11-20-18	0.4	0.17	7.6		12-24-18	0.5	0.24	7.5
	10-22-18	0.2	0.16	7.6		11-27-18	0.4	0.16	7.7		12-31-18	0.6	0.13	7.7
	10-30-18	0.4	0.13	7.8										
Peel Street Liftstation	10-02-18	0.4	0.14	7.3	Peel Street Liftstation	11-06-18	0.6	0.13	7.5	Peel Street Liftstation	12-04-18	0.7	0.12	7.5
	10-09-18	0.5	0.15	7.4		11-13-18	0.8	0.13	7.8		12-11-18	0.6	0.20	7.4
	10-16-18	0.8	0.19	7.3		11-20-18	0.7	0.22	7.5		12-18-18	0.7	0.37	7.9
	10-22-18	0.7	0.12	7.4		11-27-18	0.9	0.18	7.7		12-24-18	0.8	0.27	7.5
	10-30-18	0.6	0.13	7.6							12-31-18	1.0	0.13	7.4
Airport Wastewater Treatment Plant	10-02-18	0.4	0.14	7.6	Airport Wastewater Treatment Plant	11-06-18	0.6	0.17	7.5	Airport Wastewater Treatment Plant	12-04-18	0.4	0.18	7.7
	10-09-18	0.3	0.14	7.3		11-13-18	0.6	0.14	7.5		12-11-18	0.5	0.25	7.6
	10-16-18	0.8	0.20	7.6		11-20-18	0.6	0.30	7.6		12-18-18	0.7	0.38	7.9
	10-22-18	0.5	0.13	7.4		11-27-18	0.7	0.17	7.6		12-24-18	0.8	0.24	7.6
	10-30-18	0.4	0.26	7.6							12-31-18	0.7	0.16	7.4
Public Works Yard	10-02-18	0.3	0.13	7.9	Public Works Yard	11-06-18	0.8	0.14	7.4	Public Works Yard	12-04-18	0.9	0.15	7.8
	10-09-18	0.9	0.12	7.4		11-13-18	0.6	0.15	7.6		12-11-18	0.7	0.15	7.5
	10-16-18	0.2	0.21	7.8		11-20-18	0.6	0.13	7.7		12-18-18	0.8	0.16	7.5
	10-22-18	0.2	0.10	7.9		11-27-18	0.7	0.28	7.8		12-24-18	0.8	0.14	7.5
	10-30-18	0.5	0.12	7.8							12-30-18	0.9	0.13	7.6
Eagleview School	10-02-18	0.3	0.19	7.8	Eagleview School	11-06-18	0.2	0.21	7.8	Eagleview School	12-04-18	0.3	0.24	7.8
	10-09-18	0.3	0.22	8.0		11-13-18	0.3	0.21	7.9		12-11-18	0.3	0.20	7.9
	10-16-18	0.2	0.19	7.7		11-20-18	0.3	0.23	7.9		12-18-18	0.5	0.23	8.0
	10-22-18	0.2	0.19	8.1		11-27-18	0.4	0.22	7.9		12-25-18	0.3	0.34	7.5
	10-30-18	0.3	0.12	7.8							01-01-19	0.3	0.39	7.4
Bear Cove Reservoir	10-02-18	0.4	0.14	7.4	Bear Cove Reservoir	11-06-18	0.2	0.12	7.6	Bear Cove Reservoir	12-04-18	0.7	0.17	7.7
	10-09-18	0.4	0.12	7.6		11-13-18	0.4	0.14	7.6		12-11-18	0.6	0.14	7.5
	10-16-18	0.6	0.12	7.5		11-20-18	0.5	0.18	7.5		12-18-18	0.8	0.15	7.7
	10-22-18	0.7	0.11	7.4		11-27-18	0.8	0.14	7.6		12-24-18	0.8	0.18	7.6
	10-30-18	0.5	0.15	7.6							12-31-18	0.8	0.17	7.4
Ferry Terminal	10-02-18	0.3	0.19	7.4	Ferry Terminal	11-06-18	0.3	0.13	7.6	Ferry Terminal	12-04-18	0.5	0.13	7.7
	10-09-18	0.4	0.13	7.4		11-13-18	0.3	0.13	7.5		12-11-18	0.5	0.22	7.5
	10-16-18	0.4	0.14	7.4		11-20-18	0.7	0.16	7.4		12-18-18	0.7	0.23	7.6
	10-22-18	0.4	0.15	7.4		11-27-18	0.6	0.25	7.5		12-24-18	0.7	0.16	7.5
	10-30-18	0.3	0.15	7.6							12-31-18	0.7	0.17	7.6
Highway 19 PRV	10-02-18	0.7	0.13	7.4	Highway 19 PRV	11-06-18	0.9	0.13	7.5	Highway 19 PRV	12-11-18	0.9	0.14	7.4
	10-09-18	0.8	0.13	7.4		11-13-18	0.8	0.17	7.5		12-18-18	0.9	0.23	7.8
	10-16-18	0.9	0.21	7.3		11-20-18	0.8	0.15	7.5		12-24-18	0.9	0.13	7.5
10-22-18	0.8	0.19	7.5	11-27-18	1.1	0.38	7.7	12-31-18	0.6	0.17	7.5			
10-30-18	0.7	0.13	7.5											
Average		0.4	0.10	7.6	Average		0.6	0.18	7.6	Average		0.6	0.21	7.6
Minimum		0.2	0.26	7.3	Minimum		0.2	0.12	7.4	Minimum		0.3	0.12	7.4
Maximum		0.9	0.26	8.1	Maximum		1.1	0.38	7.9	Maximum		1.0	0.39	8.0



January							February						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
01-16-18	Hospital	0.7	0.40	7.5	L1	L1	02-20-18	Hospital	0.7	0.21	7.5	L1	L1
01-16-18	Airport Washroom	0.5	0.22	7.6	L1	L1	02-06-18	Airport Washroom	0.5	0.19	7.6	L1	L1
01-09-18	Chatham Ave.	0.7	0.22	7.6	L1	L1	02-06-18	Chatham Ave.	0.7	0.11	7.8	L1	L1
01-02-18	Bear Cove Reservoir	0.8	0.23	7.5	L1	L1	02-13-18	Bear Cove Reservoir	0.7	0.18	7.5	L1	L1
01-02-18	Highway 19 PRV	0.8	0.25	7.5	L1	L1	02-13-18	Highway 19 PRV	1.0	0.19	7.4	L1	L1
01-16-18	Pioneer Inn	0.8	0.13	7.4	L1	L1	02-20-18	Pioneer Inn	0.8	0.15	7.5	L1	L1
01-09-18	Public Works Yard	0.9	0.22	7.4	L1	L1	02-06-18	Public Works Yard	0.8	0.17	7.6	L1	L1
01-09-18	Glen Lyon Restaurant	0.5	0.22	7.4	L1	L1	02-06-18	Glen Lyon Restaurant	0.7	0.14	7.6	L1	L1
01-09-18	Airport Inn	0.7	0.18	7.4	L1	L1	02-20-18	Airport Inn	0.7	0.11	7.4	L1	L1
01-02-18	Peel St Liftstation	0.8	0.13	7.5	L1	L1	02-13-18	Peel St Liftstation	0.7	0.19	7.4	L1	L1
01-16-18	B.C. Ferry	0.6	0.11	7.5	L1	L1	02-20-18	B.C. Ferry	0.9	0.19	7.4	L1	L1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
01-02-18	Tsulquate River (Untreated)		0.40	6.8			02-13-18	Tsulquate River (Untreated)		0.51	6.7		
March							April						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
03-27-18	Hospital	0.7	0.15	7.6	L1	L1	04-17-18	Hospital	0.7	0.14	7.7	L1	L1
03-06-18	Airport Washroom	0.5	0.18	7.8	L1	L1	04-03-18	Airport Washroom	0.3	0.20	7.7	L1	L1
03-06-18	Chatham Ave.	0.8	0.30	7.4	L1	L1	04-03-18	Chatham Ave.	0.9	0.16	7.5	L1	L1
03-03-18	Bear Cove Reservoir	0.8	0.14	7.5	L1	L1	04-10-18	Bear Cove Reservoir	0.8	0.17	7.7	L1	L1
03-03-18	Highway 19 PRV	0.8	0.15	7.5	L1	L1	04-10-18	Highway 19 PRV	0.9	0.53	7.7	L1	L1
03-27-18	Pioneer Inn	0.6	0.12	7.6	L1	L1	04-17-18	Pioneer Inn	0.8	0.15	7.5	L1	L1
03-06-18	Public Works Yard	0.3	0.12	8.8	L1	L1	04-03-18	Public Works Yard	1.1	0.11	7.5	L1	L1
03-06-18	Glen Lyon Restaurant	0.7	0.13	7.5	L1	L1	04-03-18	Glen Lyon Restaurant	0.8	0.22	7.6	L1	L1
03-27-18	Airport Inn	0.7	0.14	7.6	L1	L1	04-17-18	Airport Inn	0.6	0.16	7.6	L1	L1
03-03-18	Peel St Liftstation	0.7	0.14	7.4	L1	L1	04-17-18	Peel St Liftstation	0.8	0.15	7.7	L1	L1
03-27-18	B.C. Ferry	0.6	0.15	7.5	L1	L1	04-17-18	B.C. Ferry	0.6	0.12	7.6	L1	L1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
03-03-18	Tsulquate River (Untreated)		0.40	6.7			04-10-18	Tsulquate River (Untreated)		0.97	6.8		
May							June						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
05-15-18	Hospital	0.6	0.13	7.8	L1	L1	06-05-18	Hospital	0.6	0.17	7.6	L1	L1
05-15-18	Airport Washroom	0.3	0.19	7.8	L1	L1	06-19-18	Airport Washroom	0.4	0.46	7.6	L1	L1
05-15-18	Chatham Ave.	0.4	0.15	7.9	L1	L1	06-05-18	Chatham Ave.	0.3	0.20	7.5	L1	L1
05-08-18	Bear Cove Reservoir	0.7	0.14	7.7	L1	L1	06-12-18	Bear Cove	0.7	0.58	7.6	L1	L1
05-15-18	Highway 19 PRV	0.9	0.18	7.8	L1	L1	06-19-18	Highway 19 PRV	0.7	0.17	7.5	L1	L1
05-15-18	Pioneer Inn	0.6	0.20	7.7	L1	L1	06-05-18	Pioneer Inn	0.7	0.12	7.5	L1	L1
05-15-18	Public Works Yard	0.2	0.14	8.8	L1	L1	06-12-18	Public Works Yard	0.5	0.28	7.8	L1	L1
05-08-18	Glen Lyon Restaurant	0.7	0.15	7.7	L1	L1	06-12-18	Glen Lyon Restaurant	1.0	0.52	7.6	L1	L1
05-08-18	Airport Inn	0.8	0.12	7.6	L1	L1	06-05-18	Airport Inn	0.6	0.18	7.5	L1	L1
05-15-18	Peel St Liftstation	0.9	0.17	7.7	L1	L1	06-12-18	Peel St Liftstation	1.0	0.51	7.6	L1	L1
05-15-18	B.C. Ferry	0.5	0.17	7.4	L1	L1	06-19-18	B.C. Ferry	0.3	0.21	7.2	L1	L1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
05-15-18	Tsulquate River (Untreated)		0.39	7.2			06-19-18	Tsulquate River (Untreated)		0.35	7.0		

July							August						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
07-03-18	Hospital	0.5	0.21	7.3	L1	L1	08-07-18	Hospital	0.6	0.13	7.5	L1	L1
07-03-18	Airport Washroom	0.4	0.14	7.7	L1	L1	08-07-18	Airport Washroom	0.4	0.16	7.6	L1	L1
07-17-18	Chatham Ave.	0.5	0.33	7.7	L1	L1	08-07-18	Chatham Ave.	0.3	0.14	7.8	L1	L1
07-10-18	Bear Cove Reservoir	0.6	0.17	7.4	L1	L1	08-14-18	Bear Cove Reservoir	0.7	0.18	7.5	L1	L1
07-10-18	Highway 19 PRV	0.8	0.15	7.4	L1	L1	08-28-18	Highway 19 PRV	0.9	0.10	7.5	L1	L1
07-03-18	Pioneer Inn	0.8	0.14	7.3	L1	L1	08-07-18	Pioneer Inn	0.8	0.11	7.4	L1	L1
07-17-18	Public Works Yard	0.4	0.21	7.9	L1	L1	08-28-18	Public Works Yard	0.2	0.13	8.0	L1	L1
07-10-18	Glen Lyon Restaurant	0.7	0.16	7.4	L1	L1	08-14-18	Glen Lyon Restaurant	0.6	0.17	7.4	L1	L1
07-10-18	Airport Inn	0.8	0.61	7.5	L1	L1	08-14-18	Airport Inn	0.7	0.16	7.3	L1	L1
07-03-18	Peel St Liftstation	0.6	0.25	7.4	L1	L1	08-07-18	Peel St Liftstation	0.7	0.18	7.2	L1	L1
07-17-18	B.C. Ferry	0.2	0.16	7.3	L1	L1	08-28-18	B.C. Ferry	0.4	0.19	7.4	L1	L1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
07-17-18	Tsulquate River (Untreated)		0.23	7.3			08-28-18	Tsulquate River (Untreated)		0.27	7.2		
September							October						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
09-04-18	Hospital	0.5	0.14	7.8	L1	L1	10-02-18	Hospital	0.3	0.15	7.4	<1	<1
09-11-18	Airport Washroom	0.4	0.18	7.5	L1	L1	10-09-18	Airport Washroom	0.3	0.17	7.4	<1	<1
09-04-18	Chatham Ave.	0.4	0.14	7.6	L1	L1	10-02-18	Chatham Ave.	0.2	0.14	7.4	<1	<1
09-11-18	Bear Cove Reservoir	0.5	0.15	7.4	L1	L1	10-09-18	Bear Cove Reservoir	0.4	0.12	7.6	<1	<1
09-04-18	Highway 19 PRV	0.4	0.15	7.6	L1	L1	10-02-18	Highway 19 PRV	0.7	0.13	7.4	<1	<1
09-11-18	Pioneer Inn	0.7	0.17	7.3	L1	L1	10-09-18	Pioneer Inn	0.4	0.12	7.3	<1	<1
09-11-18	Public Works Yard	0.2	0.15	8.0	L1	L1	10-09-18	Public Works Yard	0.9	0.12	7.4	<1	<1
09-18-18	Glen Lyon Restaurant	0.5	0.13	7.3	L1	L1	10-16-18	Glen Lyon Restaurant	0.5	0.38	7.4	<1	<1
09-18-18	Airport Inn	0.5	0.29	7.3	L1	L1	10-16-18	Airport Inn	0.6	0.42	7.3	<1	<1
09-18-18	Peel St Liftstation	0.6	0.14	7.4	L1	L1	10-16-18	Peel St Liftstation	0.8	0.19	7.3	<1	<1
09-04-18	B.C. Ferry	0.4	0.14	7.6	L1	L1	10-02-18	B.C. Ferry	0.3	0.19	7.4	<1	<1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
09-18-18	Tsulquate River (Untreated)		0.47	6.9			10-16-18	Tsulquate River (Untreated)		0.34	6.9		
November							December						
Bacteriological Sampling							Bacteriological Sampling						
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
11-06-18	Hospital	0.5	0.13	7.6	<1	<1	12-04-18	Hospital	0.6	0.24	7.7	<1	<1
11-06-18	Airport Washroom	0.4	0.23	7.6	<1	<1	12-04-18	Airport Washroom	0.5	0.62	7.7	<1	<1
11-06-18	Chatham Ave.	0.2	0.17	7.7	<1	<1	12-12-18	Chatham Ave.	0.6	0.31	7.9	<1	<1
11-13-18	Bear Cove Reservoir	0.4	0.14	7.6	<1	<1	12-11-18	Bear Cove Reservoir	0.6	0.14	7.5	<1	<1
11-13-18	Highway 19 PRV	0.8	0.17	7.5	<1	<1	12-11-18	Highway 19 PRV	0.9	0.14	7.4	<1	<1
11-06-18	Pioneer Inn	0.6	0.16	7.4	<1	<1	12-04-18	Pioneer Inn	0.7	0.17	7.7	<1	<1
11-13-18	Public Works Yard	0.6	0.15	7.6	<1	<1	12-12-18	Public Works Yard	0.7	0.15	7.5	<1	<1
11-20-18	Glen Lyon Restaurant	0.7	0.19	7.5	<1	<1	12-12-18	Glen Lyon Restaurant	0.8	0.17	7.8	<1	<1
11-13-18	Airport Inn	0.6	0.14	7.5	<1	<1	12-12-18	Airport Inn	0.5	0.20	7.5	<1	<1
11-20-18	Peel St Liftstation	0.7	0.22	7.5	<1	<1	12-04-18	Peel St Liftstation	0.7	0.12	7.5	<1	<1
11-20-18	B.C. Ferry	0.7	0.16	7.4	<1	<1	12-12-18	B.C. Ferry	0.7	0.23	7.6	<1	<1
Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml	Sample Date	Sample Location	Free Chlorine (mg/L)	Turbidity (NTU)	pH	Total Coliform CFU/100ml	E.Coli CFU/100ml
11-20-18	Tsulquate River (Untreated)		0.41	6.8			12-12-18	Tsulquate River (Untreated)		1.05	6.6		

# TRIHALOMETHANE AND HALOACETIC ACID QUARTERLY RESULTS

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## Analytical Report

Bill To: District of Port Hardy Box 68 Port Hardy, BC, Canada V0N 2P0 Attn: Accounts Payable Sampled By: Justin Reusch Company: District of Port Hardy	Project ID: WP Quarterly Project Name: Project Location: LSD: P.O.: Proj. Acct. code:	Lot ID: <b>1248505</b> Control Number: Date Received: Jan 11, 2018 Date Reported: Jan 19, 2018 Report Number: 2256494
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	Reference Number	1248505-1	1248505-2		
	Sample Date	Jan 10, 2018	Jan 10, 2018		
	Sample Time	11:30	12:00		
	Sample Location				
	Sample Description	DPH / WTP Reservoir / 7.0°C	DPH / Chatham Ave. / 7.0°C		
	Matrix	Water	Water		
Analyte	Units	Results	Results	Results	Nominal Detection Limit
Trihalomethanes Screen - Water					
Chloroform	mg/L	0.025	0.037		0.001
Bromodichloromethane	mg/L	<0.001	0.001		0.001
Dibromochloromethane	mg/L	<0.001	<0.001		0.001
Bromoform	mg/L	<0.001	<0.001		0.001
Total Trihalomethanes	mg/L	0.025	0.038		0.001
Trihalomethanes - Surrogate Recovery					
Dibromofluoromethane	EPA Surrogate	%	105	106	50-140
Toluene-d8	EPA Surrogate	%	102	103	50-140
Bromofluorobenzene	EPA Surrogate	%	96	94	50-140
Haloacetic Acids - Water					
Monochloroacetic Acid	µg/L	<2.0	<2.0		2.0
Monobromoacetic Acid	µg/L	<2.0	<2.0		2.0
Dichloroacetic Acid	µg/L	11.0	13.0		2.0
Bromochloroacetic Acid	µg/L	<2.0	<2.0		2.0
Dibromoacetic Acid	µg/L	<2.0	<2.0		2.0
Trichloroacetic Acid	µg/L	21.3	20.0		2.0
Total Haloacetic Acids (HAA6)	µg/L	32.3	33.0		2.0

Approved by:

*R. Neumann*

Randy Neumann, BSc  
Vice President

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## Analytical Report

<b>Bill To:</b> District of Port Hardy Box 68 Port Hardy, BC, Canada V0N 2P0 <b>Attn:</b> Accounts Payable <b>Sampled By:</b> <b>Company:</b> District of Port Hardy	<b>Project ID:</b> WTP <b>Project Name:</b> <b>Project Location:</b> <b>LSD:</b> <b>P.O.:</b> 2886 <b>Proj. Acct. code:</b>	<b>Lot ID:</b> <b>1263477</b> <b>Control Number:</b> <b>Date Received:</b> Apr 6, 2018 <b>Date Reported:</b> Apr 17, 2018 <b>Report Number:</b> 2276116
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		Reference Number	1263477-1	1263477-2		
		Sample Date	Apr 05, 2018	Apr 05, 2018		
		Sample Time	NA	NA		
		Sample Location				
		Sample Description	DPH / WTP Reservoir / 6.9°C	DPH / Chatham Ave. / 6.9°C		
		Matrix	Water	Water		
Analyte		Units	Results	Results	Results	Nominal Detection Limit
Trihalomethanes Screen - Water						
Chloroform		mg/L	0.027	0.041		0.001
Bromodichloromethane		mg/L	0.001	0.002		0.001
Dibromochloromethane		mg/L	<0.001	<0.001		0.001
Bromoform		mg/L	<0.001	<0.001		0.001
Total Trihalomethanes		mg/L	0.028	0.043		0.001
Trihalomethanes - Surrogate Recovery						
Dibromofluoromethane	EPA Surrogate	%	119	117		50-140
Toluene-d8	EPA Surrogate	%	97	95		50-140
Bromofluorobenzene	EPA Surrogate	%	101	95		50-140
Haloacetic Acids - Water						
Monochloroacetic Acid		µg/L	<2.0	<2.0		2.0
Monobromoacetic Acid		µg/L	<2.0	<2.0		2.0
Dichloroacetic Acid		µg/L	8.0	17.0		2.0
Bromochloroacetic Acid		µg/L	<2.0	<2.0		2.0
Dibromoacetic Acid		µg/L	<2.0	<2.0		2.0
Trichloroacetic Acid		µg/L	17.0	34.0		2.0
Total Haloacetic Acids (HAA6)		µg/L	25.0	51.0		2.0



# Analytical Report

Bill To: District of Port Hardy  
Box 68  
Port Hardy, BC, Canada  
V0N 2P0  
Attn: Accounts Payable  
Sampled By: R> Lefort  
Company: District of Port Hardy

Project ID:  
Project Name:  
Project Location:  
LSD:  
P.O.:  
Proj. Acct. code:

Lot ID: **1285168**  
Control Number:  
Date Received: Jul 17, 2018  
Date Reported: Jul 25, 2018  
Report Number: 2305813

		Reference Number	1285168-1	1285168-2		
		Sample Date	Jul 16, 2018	Jul 16, 2018		
		Sample Time	09:50	10:30		
		Sample Location				
		Sample Description	DPH / Reservoir / 5.8°C	DPH / Chatham Ave. / 5.8°C		
		Matrix	Water	Water		
Analyte	Units	Results	Results	Results	Nominal Detection Limit	
<b>Trihalomethanes Screen - Water</b>						
Chloroform	mg/L	0.039	0.053		0.001	
Bromodichloromethane	mg/L	0.003	0.003		0.001	
Dibromochloromethane	mg/L	<0.001	<0.001		0.001	
Bromoform	mg/L	<0.001	<0.001		0.001	
Total Trihalomethanes	mg/L	0.042	0.056		0.001	
<b>Trihalomethanes - Surrogate Recovery</b>						
Dibromofluoromethane	EPA Surrogate %	113	118		50-140	
Toluene-d8	EPA Surrogate %	98	92		50-140	
Bromofluorobenzene	EPA Surrogate %	101	101		50-140	
<b>Haloacetic Acids - Water</b>						
Monochloroacetic Acid	µg/L	<2.0	<2.0		2.0	
Monobromoacetic Acid	µg/L	<2.0	<2.0		2.0	
Dichloroacetic Acid	µg/L	16.0	20.2		2.0	
Bromochloroacetic Acid	µg/L	<2.0	<2.0		2.0	
Dibromoacetic Acid	µg/L	<2.0	<2.0		2.0	
Trichloroacetic Acid	µg/L	12.5	20.8		2.0	
Total Haloacetic Acids (HAA6)	µg/L	28.5	41.0		2.0	

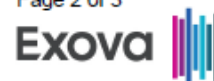
Approved by:   
Mathieu Simoneau  
Operations Manager

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## Analytical Report

Bill To: District of Port Hardy Box 68 Port Hardy, BC, Canada V0N 2P0 Attn: Accounts Payable Sampled By: Company: District of Port Hardy	Project ID: Project Name: Project Location: LSD: P.O.: 3354 Proj. Acct. code:	Lot ID: <b>1303153</b> Control Number: Date Received: Oct 4, 2018 Date Reported: Oct 16, 2018 Report Number: 2330261
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	Reference Number	1303153-1	1303153-2	1303153-3		
	Sample Date	Oct 03, 2018	Oct 03, 2018	Oct 03, 2018		
	Sample Time	NA	NA	NA		
	Sample Location					
	Sample Description	DPH / Reservoir / 8°C	DPH / Reservoir Dup. / 8°C	DPH / Chatham / 8°C		
	Matrix	Water	Water	Water		
Analyte	Units	Results	Results	Results	Nominal Detection Limit	
Trihalomethanes Screen - Water						
Chloroform	mg/L	0.026	0.024	0.051	0.001	
Bromodichloromethane	mg/L	0.001	<0.001	0.002	0.001	
Dibromochloromethane	mg/L	<0.001	<0.001	<0.001	0.001	
Bromoform	mg/L	<0.001	<0.001	<0.001	0.001	
Total Trihalomethanes	mg/L	0.027	0.024	0.053	0.001	
Trihalomethanes - Surrogate Recovery						
Dibromofluoromethane	EPA Surrogate	%	94	99	100	50-140
Toluene-d8	EPA Surrogate	%	92	87	93	50-140
Bromofluorobenzene	EPA Surrogate	%	112	103	89	50-140
Haloacetic Acids - Water						
Monochloroacetic Acid	µg/L	<2.0	<2.0	<2.0	2.0	
Monobromoacetic Acid	µg/L	<2.0	<2.0	<2.0	2.0	
Dichloroacetic Acid	µg/L	17.9	17.8	20.6	2.0	
Bromochloroacetic Acid	µg/L	<2.0	<2.0	<2.0	2.0	
Dibromoacetic Acid	µg/L	<2.0	<2.0	<2.0	2.0	
Trichloroacetic Acid	µg/L	21.5	21.4	43.1	2.0	
Total Haloacetic Acids (HAA6)	µg/L	39.4	39.2	63.7	2.0	



# Analytical Report

Bill To: District of Port Hardy Box 68 Port Hardy, BC, Canada V0N 2P0 Attn: Accounts Payable Sampled By: Company: District of Port Hardy	Project ID: Project Name: Project Location: LSD: P.O.: 3354 Proj. Acct. code:	Lot ID: <b>1303153</b> Control Number: Date Received: Oct 4, 2018 Date Reported: Oct 16, 2018 Report Number: 2330261
--	--	--

	Reference Number	1303153-4			
	Sample Date	Oct 03, 2018			
	Sample Time	NA			
	Sample Location				
	Sample Description	DPH / Chatham Dup.. / 8°C			
	Matrix	Water			
Analyte	Units	Results	Results	Results	Nominal Detection Limit
Trihalomethanes Screen - Water					
Chloroform	mg/L	0.057			0.001
Bromodichloromethane	mg/L	0.002			0.001
Dibromochloromethane	mg/L	<0.001			0.001
Bromoform	mg/L	<0.001			0.001
Total Trihalomethanes	mg/L	0.059			0.001
Trihalomethanes - Surrogate Recovery					
Dibromofluoromethane	EPA Surrogate	%	110		50-140
Toluene-d8	EPA Surrogate	%	93		50-140
Bromofluorobenzene	EPA Surrogate	%	90		50-140
Haloacetic Acids - Water					
Monochloroacetic Acid	µg/L	<2.0			2.0
Monobromoacetic Acid	µg/L	<2.0			2.0
Dichloroacetic Acid	µg/L	20.9			2.0
Bromochloroacetic Acid	µg/L	<2.0			2.0
Dibromoacetic Acid	µg/L	<2.0			2.0
Trichloroacetic Acid	µg/L	45.5			2.0
Total Haloacetic Acids (HAA6)	µg/L	66.4			2.0

Approved by:

Matthew Norman, BSc, PChem  
 Operations Chemist

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## ADDITIONAL SAMPLING RESULTS

External Lab Results after Line Break on Beaver Harbour Road



Success Through Science®

Maxxam Job #: B809043  
Report Date: 2018/02/07

DISTRICT OF PORT HARDY  
Your P.O. #: 1936

### MICROBIOLOGY (WATER)

Maxxam ID			SX6203	SX6204	
Sampling Date			2018/02/05 09:20	2018/02/05 09:40	
COC Number			G124325	G124325	
	UNITS	MAC	FORT RUPERT SCHOOL	CHATHAM AVE	QC Batch
Microbiological Param.					
Total Coliforms (QT)	MPN/100mL	0	0	0	8905104
E. coli (QT)	MPN/100mL	0	0	0	8905104
No Fill	No Exceedance				
Grey	Exceeds 1 criteria policy/level				
Black	Exceeds both criteria/levels				



Success Through Science®

Maxxam Job #: B809746  
Report Date: 2018/02/09

DISTRICT OF PORT HARDY  
Your P.O. #: 1936

### MICROBIOLOGY (DRINKING WATER)

Maxxam ID			SX9692	SX9693	
Sampling Date			2018/02/07 11:15	2018/02/07 11:00	
COC Number			G124875	G124875	
	UNITS	MAC	F.R. SCHOOL	CHATHAM	QC Batch
Microbiological Param.					
Total Coliforms (QT)	MPN/100mL	0	0	0	8907370
E. coli (QT)	MPN/100mL	0	0	0	8907370
No Fill	No Exceedance				
Grey	Exceeds 1 criteria policy/level				
Black	Exceeds both criteria/levels				



# External Lab Results after Air Valve Repair March 27<sup>th</sup>, 2018



Success Through Science®

Maxxam Job #: B823298  
Report Date: 2018/04/02

DISTRICT OF PORT HARDY  
Your P.O. #: 1936

## MICROBIOLOGY (DRINKING WATER)

Maxxam ID			TE5982	TE5983	TE5984	TE5985	TE5986	
Sampling Date			2018/03/29 12:00	2018/03/29 12:00	2018/03/29 12:00	2018/03/29 12:00	2018/03/29 12:00	
COC Number			135873	135873	135873	135873	135873	
	UNITS	MAC	CHATHAM	PEEL ST	AWWTP	KT K	PIONEER	QC Batch
Microbiological Param.								
Total Coliforms	CFU/100mL	0	0	0	0	0	0	8949448
E. coli	CFU/100mL	0	0	0	0	0	0	8949448
No Fill	No Exceedance							
Grey	Exceeds 1 criteria policy/level							
Black	Exceeds both criteria/levels							

# RESERVOIR #1 EXTERNAL LABORATORY WATER QUALITY RESULTS



Success Through Science®

Maxxam Job #: B844045  
Report Date: 2018/06/08

DISTRICT OF PORT HARDY  
Your P.O. #: 1936

## MICROBIOLOGY (WATER)

Maxxam ID			TO7062	
Sampling Date			2018/06/05 11:30	
COC Number			G135941	
	UNITS	MAC	RESERVOIR #1	QC Batch
Microbiological Param.				
Total Coliforms (QT)	MPN/100mL	0	0	9017171
E. coli (QT)	MPN/100mL	0	0	9017171
No Fill	No Exceedance			
Grey	Exceeds 1 criteria policy/level			
Black	Exceeds both criteria/levels			

Maxxam Job #: B845195  
Report Date: 2018/06/14

DISTRICT OF PORT HARDY  
Your P.O. #: 1936

**MICROBIOLOGY (DRINKING WATER)**

Maxxam ID			TP2756	
Sampling Date			2018/06/07 11:50	
COC Number			135942	
	UNITS	MAC	RESERVOIR 1	QC Batch
Microbiological Param.				
Total Coliforms	CFU/100mL	0	0	9020660
E. coli	CFU/100mL	0	0	9020660
No Fill	No Exceedance			
Grey	Exceeds 1 criteria policy/level			
Black	Exceeds both criteria/levels			

*Note: Tests sent out on June 6<sup>th</sup> were too long in transit, arrived over temperature and could not be tested.*

# NEW WATERMAIN DISINFECTION EXTERNAL LABORATORY WATER QUALITY RESULTS



Success Through Science®

Maxxam Job #: B846401  
Report Date: 2018/06/15

STANTEC CONSULTING LTD  
Client Project #: 111720046  
Site Location: PORT HARDY WATERMAIN REPLACEMENT

## MICROBIOLOGY (WATER)

Maxxam ID			TP9938	TP9939	TP9940	
Sampling Date			2018/06/11 14:30	2018/06/11 14:22	2018/06/11 14:20	
COC Number			W1161897	W1161897	W1161897	
	UNITS	MAC	3500 BYNG RD FLUSH OUT - TAP	3000 BYNG RD FLUSH OUT L- TAP	3500 HYDRANT F.R. / BYNG - TAP	QC Batch

Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					

Maxxam ID			TP9941	TP9942	TP9948	
Sampling Date			2018/06/11 14:25	2018/06/11 14:13	2018/06/11 14:10	
COC Number			W1161897	W1161897	W116898	
	UNITS	MAC	FORT RUPERT SOURCE - TAP	3000 F.R. RES. FLUSH OUT - TAP	3500 F.R. RES FLUSH OUT - TAP	QC Batch

Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					

Maxxam ID			TP9949	TP9950	TP9951	
Sampling Date			2018/06/11 18:35	2018/06/11 18:27	2018/06/11 18:26	
COC Number			W116898	W116898	W116898	
	UNITS	MAC	BEAVER H. BYNG FLUSH OUT - TAP	BEAVER H. PEEL - TAP	BEAVER H. TSAKIS - TAP	QC Batch

Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					

Maxxam Job #: B846401  
Report Date: 2018/06/15

STANTEC CONSULTING LTD  
Client Project #: 111720046  
Site Location: PORT HARDY WATERMAIN REPLACEMENT

**MICROBIOLOGY (WATER)**

Maxxam ID			TP9952	TP9953	TP9954	
Sampling Date			2018/06/11 18:21	2018/06/11 18:41	2018/06/11 18:40	
COC Number			WI16898	WI16910	WI16910	
	UNITS	MAC	BEAVER H. N. LIMIT FLUSH OUT - TAP	BEAVER H SE LIMIT - TAP	BEAVER H. SOURCE - TAP	QC Batch
Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					



Maxxam Job #: B846409  
Report Date: 2018/06/15

STANTEC CONSULTING LTD  
Client Project #: 111720046  
Site Location: PORT HARDY WATERMAIN REPLACEMENT

**MICROBIOLOGY (WATER)**

Maxxam ID			TP9970	TP9971	TP9972	
Sampling Date			2018/06/12 13:11	2018/06/12 13:01	2018/06/12 12:57	
COC Number			WI16899	WI16899	WI16899	
	UNITS	MAC	3500 BYNG RD FLUSH OUT - TAP	3000 BYNG RD FLUSH OUT - TAP	3500 HYDRANT F.R. / BYNG - TAP	QC Batch
Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					
Maxxam ID			TP9973	TP9974	TP9980	
Sampling Date			2018/06/12 12:48	2018/06/12 12:50	2018/06/12 13:35	
COC Number			WI16899	WI16899	WI16900	
	UNITS	MAC	3000 F.R. RES FLUSH OUT - TAP	3500 F.R. RES FLUSH OUT - TAP	BEAVER H. BYNG FLUSH OUT - TAP	QC Batch
Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					
Maxxam ID			TP9981	TP9982	TP9983	
Sampling Date			2018/06/12 13:42	2018/06/12 13:46	2018/06/12 13:52	
COC Number			WI16900	WI16900	WI16900	
	UNITS	MAC	BEAVER H. PEEL - TAP	BEAVER H. TSAKIS - TAP	BEAVER H. N. LIMIT FLUSH OUT - TAP	QC Batch
Microbiological Param.						
Total Coliforms (QT)	MPN/100mL	0	0	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	0	0	9024174
No Fill	No Exceedance					
Grey	Exceeds 1 criteria policy/level					
Black	Exceeds both criteria/levels					

Maxxam Job #: 8846409  
Report Date: 2018/06/15

STANTEC CONSULTING LTD  
Client Project #: 111720046  
Site Location: PORT HARDY WATERMAIN REPLACEMENT

**MICROBIOLOGY (WATER)**

Maxxam ID			TP9984	
Sampling Date			2018/06/12 13:18	
COC Number			WI16900	
	UNITS	MAC	BEAVER H. SE. LIMIT - TAP	QC Batch
Microbiological Param.				
Total Coliforms (QT)	MPN/100mL	0	0	9024174
E. coli (QT)	MPN/100mL	0	0	9024174
No Fill	No Exceedance			
Grey	Exceeds 1 criteria policy/level			
Black	Exceeds both criteria/levels			

BYNG ROAD AND BEAVER HARBOUR ROAD NEW WATERMAIN CONNECTION - JUNE 21<sup>ST</sup>



Maxxam Job #: 8850383  
Report Date: 2018/06/25

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DISTRICT OF PORT HARDY  
Your P.O. #: 1936

**MICROBIOLOGY (WATER)**

Maxxam ID			TS1658	TS1659	
Sampling Date			2018/06/22 09:55	2018/06/22 10:10	
COC Number			G135951	G135951	
	UNITS	MAC	API	BUDGET	QC Batch
Microbiological Param.					
Total Coliforms (QT)	MPN/100mL	0	0	0	9037335
E. coli (QT)	MPN/100mL	0	0	0	9037335
No Fill	No Exceedance				
Grey	Exceeds 1 criteria policy/level				
Black	Exceeds both criteria/levels				

BEAVER HARBOUR ROAD AND STOREY'S BEACH ROAD NEW WATERMAIN CONNECTION - JUNE 24<sup>TH</sup>



Maxxam Job #: 8851245  
Report Date: 2018/06/27

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DISTRICT OF PORT HARDY  
Your P.O. #: 1936

**MICROBIOLOGY (WATER)**

Maxxam ID			TS6133	TS6134	
Sampling Date			2018/06/25 09:40	2018/06/25 10:00	
COC Number			G135962	G135962	
	UNITS	MAC	BEACH SANI DUMP	CHATHAM AVE.	QC Batch
Microbiological Param.					
Total Coliforms (QT)	MPN/100mL	0	0	0	9041801
E. coli (QT)	MPN/100mL	0	0	0	9041801
No Fill	No Exceedance				
Grey	Exceeds 1 criteria policy/level				
Black	Exceeds both criteria/levels				

## Appendix II

• • • • •

### Wastewater Treatment Plants & Collection Systems







## *DISTRICT OF PORT HARDY*

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## *TSULQUATE WASTEWATER OPERATIONS REPORT*

*ANNUAL REPORT 2019*

*OPERATIONAL CERTIFICATE NUMBER ME-00385*

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## PLANT SUMMARY

The Tsulquate Wastewater Treatment Plant (TWWTP), originally built in 1972, services the majority of the population of Port Hardy, and has historically operated under permit PE-385. The discharge from this facility is sent into Hardy Bay. There are eight lift stations located in the TWWTP collection system. The plant underwent a major upgrade in 2007 which included the addition of two sequential batch reactors, a new headworks and ultraviolet disinfection (UV). The permit was also updated into a more stringent Operational Certificate (ME-00385).

## PLANT AND OPERATOR CLASSIFICATION

The Tsulquate Wastewater Treatment plant is a Class III. Operators have met the level of certification of the plants.

Operator	Title	Certification
Joe Jewell	Utilities Supervisor	WT IV, WWT II, WD III, WWC I
Justin Reusch	Chief Operator	WT III, WD II, WWT II
Roland LeFort	Operator	WWT III, WT III
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WWT I, WT I

## OPERATIONS SUMMARY AND HIGHLIGHTS

- The Tsulquate wastewater plant continued to produce effluent within the parameters of the permit in 2019. All sample values reported are from a third party CALA accredited laboratory
- Pioneer, Holgrem Flats and Hardy Bay Liftstations all received new electrical kiosks and concrete pads as part of a capital project in March and April of 2019. All of the electrical and communication conduits were also replaced as part of this project. Emergency standby generators were also installed at these sites. Final commissioning took place in May and fencing completed in July. Generators are programmed to cycle weekly for 30 minutes
- A hot water on demand system has been installed at the Tsulquate plant as part of the first phase of our
- The dissolved oxygen (DO) controller on the extended aeration basin has failed after 10 years but was replaced
- The grit classifier blower was replaced
- Receiving water monitoring was performed in August as per permit.
- Standby generator annual maintenance and load bank testing was performed. Batteries and coolant were replaced as noted as well as the block heater at the TWWTP
- Electrical equipment issues have been completed. All portions of the headworks are now functional
- The gearbox on the extended aeration basin has been giving the operators issues. In September, the unit failed. The plant was taken offline and drained. It was found that one of the clarifier rake chains had failed. The chains were all replaced and the sludge from the bottom of the aeration basin was vacuumed out. All aeration header diffusers were inspected and checked for tightness
- Liftstations and wastewater treatment plant pumps were all serviced by a contractor. Maintenance items will be addressed in the upcoming months

District of Port Hardy Tsulquate Wastewater Operations Report  
2019 Quarter 4

## LAB DATA

Tsulquate Wastewater Plant Compliance Testing						
385 2019 Annual WQ DATA						
Month	pH	Total Suspended Solids (TSS) mg/L	Carbonaceous Biochemical Oxygen Demand (CBOD <sub>5</sub> ) mg/L	Fecal Coliforms	Flow (m <sup>3</sup> )	
	Weekly 6.0 - 9.0	Weekly <=45 mg/l	Weekly <= 45 mg/l	CFU/100 mL Geomean AVG	Annual Average 2870 m <sup>3</sup>	Maximum 11,200 m <sup>3</sup> /day
January	7.4	13	<5			
	7.7	6	<5			
	7.4	6	<5			
	7.5	9	<5			
	7.6	5	<5	56	1785	2076
February	7.6	6	<5			
	7.7	10	<5			
	7.6	5	<5			
	7.9	5	<5	73	1886	2079
March	7.4	6	<5			
	7.7	5	<5			
	7.8	7	<5			
	7.6	7	<5	66	1771	2112
April	7.8	8	<5			
	7.3	6	<5			
	7.7	7	<5			
	7.9	6	<5			
May	7.8	9	<5	66	1988	2721
	7.8	11	14			
	7.9	15	12			
	8.0	11	<5			
June	7.8	9	<5	128	1678	2440
	7.6	15	24			
	7.7	7	6			
	7.7	11	12			
July	7.5	8	8	189	1721	2096
	7.7	10	<5			
	7.8	9	8			
	7.6	<1	<2			
August	7.4	7	<5	90	1922	3269
	7.4	8	<5			
	7.3	15	5			
	6.9	5	<5			
September	7.1	4	<2	54	1878	3300
	6.7	10	<2			
	6.8	9	5			
	7.8	6	<2			
October	6.7	20	6	37	1985	3441
	6.7	24	8			
	6.9	10	3			
	6.9	14	2			
November	6.6	8	2	164	2088	3969
	7.3	<4	<2			
	6.9	11	<2			
	7.1	10	4			
December	6.9	7	3	31	2367	6457
	6.9	10	4			
	6.9	16	5			
	7.6	10	3			
December	6.7	8	<2	115	2341	3983

District of Port Hardy Tsulquate Wastewater Operations Report  
2019 Quarter 4

*Note: All lab data in the above table is from a CALA accredited laboratory*

**Pump Station Inspection Sheet:**

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Basin Digester



Pump Position #:	#1
Brand:	Flygt
Model #:	FP 3085.182-1420
S/N:	9860585
HP:	2.2 HP
Voltage:	600/3/60
RPM:	1800
Impeller Info:	493
Max Amps:	
Hour Meter:	1519
Amps:	2.3
Megger Reading:	43
Oil Plug:	Clear
Stator Plug:	N/A
Stator Casing Condition:	Good
Impeller Condition:	Good
Wear Ring Condition:	
Main Cable Condition:	Good
Control Cable Condition:	
KIOSK Condition:	Good
Float Switch Condition:	Good

**Inspection Summary:**

- Pump was plugged up upon arrival at station.
- Lifting winch and stainless steel cable should be replaced.
- Too much extra cord laying around.



## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Cedar Heights



Pump Position #:	#1	#2
Brand:	Myers	Myers
Model #:	WHR7-21C	WHR7-21C
S/N:	Code 399	Code 399
HP:	3/4 HP	3/4 HP
Voltage:	230/1/60	230/1/60
RPM:		
Impeller Info:		
Max Amps:		
Hour Meter:	3913	4247
Amps:	4.5	6
Megger Reading:	550 @ 500v	.4 @ 500v
Oil Plug:	N/A	N/A
Stator Plug:	N/A	N/A
Stator Casing Condtion:	OK	OK
Impeller Condition:	OK	OK
Wear Ring Condition:		
Main Cable Condition:	Worn	Worn / Cut
Control Cable Conditon:		
KIOSK Condition:	Good	Good
Float Switch Condtion:	Good	Good

### Inspection Summary:

- Pump #1 is noisy.
- Pump #2 is full of water.
- Both discharge connections and guide claws are rotten.
- Cable glands on both pumps are rotten.
- Pump cables are in bad shape. Pump #2 has a cut in it's cable.

## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Central Street



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3153.181-5720	3153.181-5720
S/N:	51020291	51020292
HP:	15 HP	15 HP
Voltage:	600/3/60	600/3/60
RPM:	1760	1760
Impeller Info:	464	464
Max Amps:	15	15
Hour Meter:	3457	3332
Amps:	15.5	15.5
Megger Reading:	3.5 G	480
Oil Plug:	Clear	Clear
Stator Plug:	Clear	Clear
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Both pumps are slightly over current. This should be monitored.
- Both cables have oil or chemical damage.

District of Port Hardy Tsulquate Wastewater Operations Report  
2019 Quarter 4

**Pump Station Inspection Sheet:**

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Goletas Heights



Pump Position #:	#1	#2
Brand:	Myers	Myers
Model #:	4VX30M3-21	4VX30M3-21
S/N:		
HP:		
Voltage:	230/1/60	230/1/60
RPM:		
Impeller Info:		
Max Amps:	17.5	17.5
Hour Meter:	487.9	548.3
Amps:	25   5   25	12   6   11
Megger Reading:	550	700
Oil Plug:	Clear	Low
Stator Plug:	Clear	Clear
Stator Casing Condition:		
Impeller Condition:		
Wear Ring Condition:		
Main Cable Condition:		
Control Cable Condition:		
KIOSK Condition:		
Float Switch Condition:		

**Inspection Summary:**

- This station is very dirty.
- Pump #2 has low oil. This should be topped up with Volt ESSO insulating oil.

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## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Hardy Bay



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3127.181	3126.180
S/N:	0850665	45058
HP:	9.4 HP	9.4 HP
Voltage:	208/3/60	208/3/60
RPM:	1800	1800
Impeller Info:	421	438
Max Amps:		
Hour Meter:	8256	6980
Amps:	24	24
Megger Reading:	2.2 G	2.2 G
Oil Plug:	Clear	Slight Water
Stator Plug:	Clear	Good
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Both pumps need new lifting handles and chains.
- An extra 15 minutes of labour was used to unclog the flush valve on pump #2.

### Recommendations:



## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Holmgren Flats



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3102	3102
S/N:		
HP:		
Voltage:		
RPM:		
Impeller Info:		
Max Amps:		
Hour Meter:	4633	4225
Amps:	11	11
Megger Reading:	13	2.2 G
Oil Plug:	Clear	Clear
Stator Plug:	Clear	Clear
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Lifting chains need to be properly installed so they don't obstruct lifting rails.

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District of Port Hardy Tsulquate Wastewater Operations Report  
2019 Quarter 4

**Pump Station Inspection Sheet:**

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Pioneer Inn



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3085.120	NP-3085.183
S/N:	050668	
HP:	3.2 HP	3 HP
Voltage:	208/3/60	208/3/60
RPM:	1800	1800
Impeller Info:	434	462
Max Amps:		
Hour Meter:	1014	8133
Amps:	8.5	8.2
Megger Reading:	2.2 G	2.2 G
Oil Plug:	Good	Good
Stator Plug:	N/A	N/A
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:	Good	
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

**Inspection Summary:**

• This station is very clean.

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## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Pressate



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3102.090	3102.090
S/N:	9610054	9610055
HP:	5 HP	5 HP
Voltage:	600/3/60	600/3/60
RPM:	1720	1720
Impeller Info:	498	498
Max Amps:	5.2	5.2
Hour Meter:	1642	572
Amps:	4.4	5.5
Megger Reading:	850	460
Oil Plug:	Clear	Clear
Stator Plug:	N/A	N/A
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

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## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Town WWTP Wet Well



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3068 DP	3068 DP
S/N:	P620	P621
HP:		
Voltage:	600/3/60	600/3/60
RPM:		
Impeller Info:	Vortex Impeller	Vortex Impeller
Max Amps:		
Hour Meter:	1756	1737
Amps:	3.4	3.2
Megger Reading:	24	350
Oil Plug:	Slight Water	Sewage
Stator Plug:		
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Too much extra cable laying around top of well. Tripping / damage hazard.

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## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Trustee



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	NP-3171.181	NP-3171.181
S/N:	1020078	1020077
HP:	34 HP	34 HP
Voltage:	600/3/60	600/3/60
RPM:	1800	1800
Impeller Info:	434	434
Max Amps:	32	32
Hour Meter:	3747	4015
Amps:	22	21
Megger Reading:	507	2.5 G
Oil Plug:	Clear	Clear
Stator Plug:	Clear	Clear
Stator Casing Condition:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Slight rust on chains in station. These should be monitored.

## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: TWWTP



### Pump Position #:

	#1	#2
Brand:	Gorman-Rupp	Gorman-Rupp
Model #:	T8A3S-B	T8A3S-B
S/N:	P-110	P-111
HP:	30 HP   286T Frame	30 HP   286T Frame
Voltage:	600/3/60	600/3/60
RPM:	1800	1800
Impeller Info:		
Max Amps:		
Hour Meter:		
Amps:		11
Megger Reading:	5.5 G	11 G
Oil Plug:		Clear
Stator Plug:		

Stator Casing Condition:		
Impeller Condition:		
Wear Ring Condition:		
Main Cable Condition:		
Control Cable Condition:		
KIOSK Condition:		
Float Switch Condition:		

### Inspection Summary:

- Pump #1 is not currently being used.

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## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Wastewater Plant / SBR Aeration



Pump Position #:	#1	#2
Brand:	<i>Flygt</i>	<i>Flygt</i>
Model #:	<i>3068</i>	<i>3068</i>
S/N:	<i>P330</i>	<i>P331</i>
HP:		
Voltage:		
RPM:		
Impeller Info:	<i>Vortex Impeller</i>	<i>Vortex Impeller</i>
Max Amps:		
Hour Meter:	<i>1550</i>	<i>1562</i>
Amps:	<i>3.1</i>	<i>3.1</i>
Megger Reading:	<i>2.2 G</i>	<i>360</i>
Oil Plug:	<i>Slight Water</i>	<i>Slight Water</i>
Stator Plug:		
Stator Casing Condition:	<i>Good</i>	<i>Good</i>
Impeller Condition:	<i>Heavy wear on impeller &amp; volute</i>	<i>Heavy wear on impeller &amp; volute</i>
Wear Ring Condition:		
Main Cable Condition:	<i>Good</i>	<i>Good</i>
Control Cable Condition:		
KIOSK Condition:	<i>Good</i>	<i>Good</i>
Float Switch Condition:	<i>Good</i>	<i>Good</i>

### Inspection Summary:

- Both pumps either need to be repaired or replaced.
- Too much extra pump cable in this station.



## District of Port Hardy



## Airport Wastewater Operations Report Annual Report 2019

Operational Certificate Number ME-105299



## PLANT SUMMARY

The Airport Wastewater Treatment Plant (AWWTP), built in 1975, is located adjacent to the Transport Canada Airport facility and operates under permit ME-105299. Its effluent is discharged into the Queen Charlotte Strait. There are three lift stations located in the AWWTP collection system; Fort Rupert School, Fort Rupert Village and Peel Street.

## PLANT AND OPERATOR CLASSIFICATION

The Tsulquate Wastewater Treatment plant is a Class III. Operators have met the level of certification of the plants.

Operator	Title	Certification
Joe Jewell	Utilities Supervisor	WT IV, WD III, WWT II, WWC I
Justin Reusch	Chief Operator	WT III, WD II, WWT II
Roland LeFort	Operator	WWT III, WT III
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WT I, WWT I, Cross Connection

## OPERATIONS SUMMARY AND HIGHLIGHTS

- The Airport wastewater plant continued to produce effluent within the parameters of the permit
- The annual average flow was 552 m<sup>3</sup>/day with a maximum flow of 960 m<sup>3</sup> recorded in January during a storm event
- Receiving waters monitoring was conducted in August as per our the requirements of the Operating Certificate. The receiving waters testing results were found to be within expected parameters
- The sludge holding tank level indicator failed during a power brown out. Electricians were called in to install a new controller. Sludge wasting was done manually while repairs were underway
- A control relay at the Peel Street Liftstation failed in February resulting in a well high level alarm failing to clear. The control circuit was quickly repaired
- The alarm dialler was suspected to be failing. After further investigation, it was found that the telephone line was intermittently failing. Telus was contacted and repairs were made
- The alarm dialler was addressed as a capital project for 2020. The alarm dialler still calls out when required but alarms cannot be acknowledged remotely
- The blower room exhaust fan was replaced
- Sewer flushing was performed in the Beaver Harbour area in May after it was found that the sani dump was slow draining. An RV drain hose was found to be the culprit
- In November, Pump #1 at Fort Rupert School Liftstation failed. It was determined that there was a power brown out which welded the pump contactor closed and ruined the pump motor. The pump was removed and a rental pump installed until this pump could be repaired. A new contactor was also installed
- All liftstation pumps feeding the wastewater treatment plant as well as the pumps at the AWWTP were serviced by a contractor in November by North Island Pump LTD. Site reports are attached to this report. Maintenance items listed in these reports will be addressed in the upcoming months
- Pump #1 contactor at Fort Rupert School Liftstation fails again. Another new contactor installed

District of Port Hardy Airport Wastewater Operations Report  
Annual Report 2019

## LAB DATA

District of Port Hardy Airport Wastewater Plant Compliance Testing														
105299 - 2019 AnnRpt WQ DATA														
Month	Flow (m³)		pH 6.0 - 9.0		Total Suspended Solids (TSS) mg/L ≤ 45 mg/L		Carbonaceous Biochemical Oxygen Demand (CBOD <sub>5</sub> ) mg/L ≤ 45 mg/L		Fecal Coliforms CFU/100 mL		Enterococcus CFU/100 mL		Total Ammonia mg/L	
	Average	Maximum 1254 m <sup>3</sup> /day	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate
January	589	877.12	7.0	7.0	23	21	6.0	6.0					0.09	0.08
February	491	631.4	7.3	7.2	22	21	8.0	9.0	3500	4000	1600	1800		
March	448	655.09	6.8	6.7	17	15	6.0	7.0						
April	486	661	7.5	7.5	8	17	8	8	420	500	120	110	0.14	0.15
May	422	585	7.6	7.6	12	30	13	14						
June	431	552	7.3	7.3	10	7	12.0	11.0	97000	75000	16000	16000		
July	439	639	7.6	7.7	11	7	<5	<5						
August	417	704	7.0	7.0	16	17	<5	<5	29000	13000	9300	7800	0.05	0.07
September	437	592	6.4	6.3	11	10	<5	<5						
October	528	777	6.5	6.4	10	12	<2	<2	5900	5800	710	490		
November	568	1040	6.8	6.6	14	12	2.6	<2					<0.005	<0.005
December	602	836	6.2	6.2	33	20	8.9	8.6	20000	18000	32000	37000		

District of Port Hardy Airport Wastewater Operations Report  
Annual Report 2019

## Pump Station Inspection Sheet:

**Date:** November 27, 2019  
**Customer:** District of Port Hardy  
**Station Location:** Airport WWTP



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	NP-3127.181-0722	3126.180
S/N:	1130266	8830001
HP:	10 HP	9.4 HP
Voltage:	208/3/60	208/3/60
RPM:	1740	1800
Impeller Info:	438	433
Max Amps:	28	
Hour Meter:	11253	3653
Amps:	26	24   26   28
Megger Reading:	5.7	11..2
Oil Plug:	Clear	Clear
Stator Plug:	N/A	N/A
Stator Casing Condtion:	Good	Good
Impeller Condition:	Good	Good
Wear Ring Condition:		Good
Main Cable Condition:	Good	Good
Control Cable Conditon:		
KIOSK Condition:	Good	Good
Float Switch Condtion:	Good	Good

### Inspection Summary:

- Both pumps need new chains.
- Same salt corrosion as Fort Rupert Village.
- Uneven amperage on pump #2. This should be monitored.

District of Port Hardy Airport Wastewater Operations Report  
Annual Report 2019

## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Fort Rupert School



**Pump Position #:**

	#1	#2
Brand:	Flygt	Flygt
Model #:	3151.180	NP-3153.181
S/N:	55104	
HP:	18 HP	20 HP
Voltage:	208/3/60	208/3/60
RPM:	1800	1760
Impeller Info:	480	433
Max Amps:		
Hour Meter:	6325	3125.0
Amps:		33   34   32
Megger Reading:		1650
Oil Plug:		Clear
Stator Plug:		Slight Water

**Stator Casing Condition:**

Impeller Condition:	OK
Wear Ring Condition:	OK
Main Cable Condition:	OK
Control Cable Condition:	
KIOSK Condition:	OK
Float Switch Condition:	OK

**Inspection Summary:**

- Pump #1 was removed and replaced with a rental from North Island Pumps.
- Pump #2 has slight water in stator. This should be monitored.
- There is too much extra cable and chain laying in this station.

**Recommendations:**



District of Port Hardy Airport Wastewater Operations Report  
Annual Report 2019

## Pump Station Inspection Sheet:

Date: November 27, 2019  
Customer: District of Port Hardy  
Station Location: Fort Rupert Village



Pump Position #:	#1	#2
Brand:	Flygt	Flygt
Model #:	3127.180	3127.180
S/N:	8480142	8480141
HP:	9.4 HP	9.4 HP
Voltage:	208/3/60	208/3/60
RPM:	1740	1740
Impeller Info:	483	483
Max Amps:		
Hour Meter:	18516	16704
Amps:	21	20
Megger Reading:	36	3.2
Oil Plug:	Clear	Water
Stator Plug:	N/A	N/A
Stator Casing Condition:	Worn	Worn
Impeller Condition:	Good	Good
Wear Ring Condition:		
Main Cable Condition:	Good	Good
Control Cable Condition:		
KIOSK Condition:	Good	Good
Float Switch Condition:	Good	Good

### Inspection Summary:

- Salt water infiltration in this station.
- Both pumps need to be repaired or replaced. Very bad corrosion in this station.
- Pump #1 is very noisy.

District of Port Hardy Airport Wastewater Operations Report  
Annual Report 2019

**Pump Station Inspection Sheet:**

Date: *November 27, 2019*  
Customer: *District of Port Hardy*  
Station Location: *Peels Street*



Pump Position #:	#1	#2	#3
Brand:			
Model #:	<i>Gorman-Rupp T6A3-B</i>	<i>Gorman-Rupp T6A3-B</i>	<i>Gorman-Rupp T6A3-B</i>
S/N:			
HP:			
Voltage:			
RPM:			
Impeller Info:			
Max Amps:			
Hour Meter:	<i>22878</i>	<i>30990</i>	<i>25090</i>
Amps:	<i>18.2</i>	<i>18.8</i>	<i>13.7</i>
Megger Reading:	<i>2.2 G</i>	<i>2.2 G</i>	<i>2.25</i>
Oil Plug:	<i>Clear</i>	<i>Clear</i>	<i>Slightly Dirty</i>
Stator Plug:			
Stator Casing Condition:			
Impeller Condition:	<i>Sounds Good</i>	<i>Sounds OK</i>	<i>Sounds slightly noisy</i>
Wear Ring Condition:			
Main Cable Condition:			
Control Cable Condition:			
KIOSK Condition:			
Float Switch Condition:			

**Inspection Summary:**

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## Appendix III

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### Audited Financial Statements





# **District of Port Hardy**

## **Consolidated Financial Statements**

**December 31, 2019**



# District of Port Hardy

December 31, 2019

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The accompanying consolidated financial statements are the responsibility of management. To ensure their integrity, objectivity and reliability, the consolidated statements have been prepared in accordance with the recommendations of the Public Sector Accounting Board, which are generally accepted accounting principles for British Columbia municipalities and are outlined in Note 1 to the Consolidated Statements. Some amounts on these statements are based on management's best estimates and careful judgment.

Management maintains a system of internal accounting controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded and reported properly.

Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Council. The Council reviews external Audited Financial Statements annually.

The external auditors, MNP LLP, are appointed by Council to conduct an independent examination in accordance with Canadian auditing standards, and express their opinion on the consolidated financial statements. Their examination includes a review and evaluation of the District's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to financial records and management of the District of Port Hardy.



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Lynda Sowerby, BComm

Director of Finance

# Independent Auditor's Report

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To the Mayor and Council of the District of Port Hardy:

## Opinion

We have audited the consolidated financial statements of the District of Port Hardy (the "District"), which comprise the consolidated statement of financial position as at December 31, 2019, and the consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2019, and the results of its consolidated operations and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

## Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Other Information

Management is responsible for the other information. The other information comprises the annual report. The annual report is expected to be made available to us after the date of this auditor's report.

Our opinion on the consolidated financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the consolidated financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

## Responsibilities of Management for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

## Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the District to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Nanaimo, British Columbia

May 12, 2020

*MNP LLP*

Chartered Professional Accountants

# District of Port Hardy

Consolidated Statement of Financial Position  
As At December 31, 2019

	2019	2018
<b>Financial Assets</b>		
Cash and cash equivalents (Note 2)	\$ 7,716,136	\$ 5,132,160
Accounts receivable (Note 3)	2,344,291	2,455,940
Investment in Government business enterprises (Note 14)	362,569	81,497
Tax sale properties	19,287	108,882
Land held for resale	23,623	506
	<u>10,465,906</u>	<u>7,778,985</u>
<b>Financial Liabilities</b>		
Accounts payable and other liabilities (Note 4)	1,041,897	970,139
Deposits	39,600	35,500
Deferred revenue (Note 5)	210,715	514,572
Capital borrowing (Note 16)	1,443,432	1,295,833
	<u>2,735,644</u>	<u>2,816,044</u>
<b>Net Financial Assets</b>	<u>7,730,262</u>	<u>4,962,941</u>
Tangible capital assets (Schedule 2)	42,410,454	43,144,918
Inventory	151,174	168,945
Prepays	39,930	56,626
	<u>42,601,558</u>	<u>43,370,489</u>
<b>Accumulated Surplus (Schedule 3)</b>	<u>\$ 50,331,820</u>	<u>\$ 48,333,430</u>

Commitments and contingencies (Note 12)

Subsequent events (Note 17)

Approved by:

  
Lynda Sowerby, BComm

Director of Finance

  
Dennis Dugas  
Mayor

The accompanying notes are an integral part of these financial statements.



# District of Port Hardy

## Consolidated Statement of Operations

### For the Year Ended December 31, 2019

	2019	2019 Budget (Note 8)	2018
<b>Revenue</b>			
Taxes	\$ 3,051,261	\$ 3,051,263	\$ 2,928,702
Payments in lieu of taxes	176,900	174,404	169,921
Sale of services	3,943,387	3,784,752	3,755,366
Other revenue	562,939	570,429	444,859
Income from investment in Government business enterprises (Note 14)	989,018	-	33,157
Government transfers	1,874,009	10,256,546	4,251,708
	<u>10,597,514</u>	<u>17,837,394</u>	<u>11,583,713</u>
<b>Expenses</b>			
General government services	1,150,253	1,243,200	1,081,539
Transportation services	2,060,729	2,040,493	1,834,319
Protective services	614,748	631,093	643,869
Environmental health services	272,781	285,108	272,302
Recreation and culture	1,535,056	1,553,186	1,442,673
Community development	201,765	216,059	194,240
Water	1,468,762	1,602,263	1,393,514
Sewer	1,295,030	1,433,862	1,272,630
	<u>8,599,124</u>	<u>9,005,264</u>	<u>8,135,086</u>
Annual surplus	1,998,390	8,832,130	3,448,627
Accumulated surplus, beginning of year	48,333,430	48,333,430	44,884,803
<b>Accumulated surplus, end of year</b>	<u><u>\$ 50,331,820</u></u>	<u><u>\$57,165,560</u></u>	<u><u>\$ 48,333,430</u></u>

The accompanying notes are an integral part of these financial statements.

# District of Port Hardy

## Consolidated Statement of Changes in Net Financial Assets As At December 31, 2019

	2019	2019 Budget (Note 8)	2018
Annual surplus	\$ 1,998,390	\$ 8,832,130	\$ 3,448,627
Acquisition of tangible capital assets	(1,423,824)	(18,294,755)	(6,037,381)
Amortization	2,156,450	1,900,000	2,041,470
Proceeds on sale of tangible capital assets	1,838	-	-
	734,464	(16,394,755)	(3,995,911)
Use (Acquisition) of supplies inventory	17,771	-	(16,301)
Use (Acquisition) of prepaid expense	16,696	-	(24,424)
	34,467	-	(40,725)
Change in net financial assets	2,767,321	(7,562,625)	(588,009)
Net financial assets, beginning of year	4,962,941	4,962,941	5,550,950
Net financial assets (debt), end of year	\$ 7,730,262	\$ (2,599,684)	\$ 4,962,941

The accompanying notes are an integral part of these financial statements.

# District of Port Hardy

## Consolidated Statement of Cash Flows

### For the Year Ended December 31, 2019

	2019	2018
<b>Cash Provided By (Used In)</b>		
Operating Activities		
Annual surplus	\$ 1,998,390	\$ 3,448,627
Increase (Decrease) in Non Financial Assets		
Amortization	2,156,450	2,041,470
Change in inventory	17,771	(16,301)
Change in prepaids	16,696	(24,424)
	<u>4,189,307</u>	<u>5,449,372</u>
(Increase) Decrease in Financial Assets and Liabilities		
Change in accounts receivable	111,649	(769,691)
Change in investment in Government business enterprises	(281,072)	(33,157)
Change in tax sale properties	89,595	(99,292)
Change in land held for resale	(23,117)	-
Change in accounts payable	71,758	(532,906)
Change in performance deposits and bonds	4,100	(3,600)
Change in deferred revenue	(303,857)	(367,645)
	<u>3,858,363</u>	<u>3,643,081</u>
<b>Cash provided by operating transactions</b>		
Capital Activities		
Acquisition of tangible capital assets	(1,423,824)	(6,037,381)
Proceeds on sale of tangible capital assets	1,838	-
	<u>(1,421,986)</u>	<u>(6,037,381)</u>
Financing Activities		
Capital borrowing repaid	(151,401)	(128,271)
Proceeds from borrowing	299,000	259,929
	<u>147,599</u>	<u>131,658</u>
Net increase (decrease) in cash and cash equivalents	2,583,976	(2,262,642)
Cash and cash equivalents at beginning of period	5,132,160	7,394,802
Cash and cash equivalents at end of period	<u>\$ 7,716,136</u>	<u>\$ 5,132,160</u>

The accompanying notes are an integral part of these financial statements.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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The District of Port Hardy was incorporated in 1966 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of local government services to the residents of the Municipality. These services include general government administration, bylaw enforcement, planning and land use, building inspection, fire protection, parks and recreation, water distribution and sewer collection, wastewater disposal, garbage and recycling services and road and street maintenance.

### 1. Significant Accounting Policies:

#### a) Basis of Presentation

The District of Port Hardy follows accounting principles accepted for British Columbia municipalities and applies these principles consistently. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board (PSAB) of CPA Canada. The consolidated financial statements reflect the combined results and activities of the reporting entity which is comprised of the General, Water and Sewer, Operating, Capital and Reserve funds. Inter-fund transactions have been eliminated on consolidation.

#### b) Revenue Recognition

Sources of revenue are recorded on the accrual basis and include revenue in the period in which the transaction or events occurred. Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Sale of services and user fee revenues are recognized when the service or product is rendered by the District. Development contributions are recorded as contributed tangible capital assets at their fair value on the date of contribution. Amounts received from non-government sources in advance of services being rendered are recorded as deferred revenue until the obligations that led to the collection of funds has been discharged. The District recognizes a government transfer as revenue when the transfer is authorized and all eligibility criteria, if any, have been met. A government transfer with stipulations giving rise to an obligation that meets the definition of a liability is recognized as a liability. In such circumstances, the District recognizes revenue as the liability is settled. Transfers of non-depreciable assets are recognized in revenue when received or receivable. Other revenue is recorded when performance of services is complete, amounts are measurable, and collectibility is reasonably assured. Income from investment in Government business enterprises is recorded using the modified equity method, based on the District's portion of annual earnings from the government business enterprises for the year (see Note 14).

#### c) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and short-term highly liquid investments with original maturities of three months or less that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value.

#### d) Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the weighted average method. Inventory for resale is recorded at lower of cost or net realizable value as a financial asset. Inventory of supplies is recorded at the lower of cost or net realizable value as a non-financial asset.

#### e) Leases

Leases, which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and related payments are charged to expenses as incurred.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 1. Significant Accounting Policies (Continued):

#### f) Financial Instruments

The Municipality's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable, and other liabilities, deposits, and capital borrowing. It is management's opinion that the Municipality is not exposed to significant interest, currency or credit risk arising from these financial instruments, except as described in Note 3.

#### g) Accrued Employee Benefits

Accrued employee benefits include an allowance for sick leave, vacation and severance benefits. These benefits are based on obligations as determined by collective agreements and contractual arrangements. Allowances for sick leave and vacation entitlement are recorded in the year in which they are earned. Severance benefits are recorded in the year in which they are earned. For union employees, 1 week is earned for each year of employment, to a maximum of 10 or 12 weeks depending on the union. Non-union employees earn severance in accordance with individual contracts or the BC labour standards. The severance banks are then multiplied by 10% for senior management and 2% for all other employees to estimate the potential for the District paying out severance.

#### h) Use of Estimates

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues and expenses during the period. Significant areas requiring estimates include the determination of collectability of accounts receivable, accrued payroll liabilities, tangible capital assets and provisions for contingencies. Accounts receivable are stated after evaluation of their collectability. Amortization is based on the estimated useful lives of tangible capital assets. Accrued employee benefits liabilities are estimated based on the anticipated wage rate increases, time value of money and expected average length of employment of District staff. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. Liabilities for contaminated sites are estimated based on the best information available regarding potential contaminated sites that the District of Port Hardy is responsible for. Actual results may differ from estimates.



# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

### 1. Significant Accounting Policies (Continued):

#### i) Tangible Capital Assets

Tangible capital assets are recorded at cost, net of disposals, write-downs and amortization. Tangible capital asset expenses exceeding the thresholds per major category are capitalized. The average useful life is applied straight line to calculate amortization.

	Average Useful Life
Land	Indefinite
Land Improvements	10 -40 years
Buildings	20 - 80 years
Equipment	3 - 25 years
<b>Engineering Structures</b>	
Roads	10 - 60 years
Water	8 - 100 years
Sewer	8 - 100 years

Carrying costs directly attributable to the acquisition, construction or development activity are capitalized to the point in time the asset is substantially complete and ready for use. Contributed tangible capital assets are recorded at their fair value on the date of contribution.

#### j) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the District of Port Hardy is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available as at December 31, 2019.

At each financial reporting date the District of Port Hardy reviews the carrying amount of the liability. Any revisions required to the amount previously recognized is accounted for in the period revisions are made. The District of Port Hardy continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made. As at December 31, 2019 the District has not recorded any liability for contaminated sites as no such sites have been identified.

### 2. Cash and Cash Equivalents

	2019	2018
Cash	\$ 308,899	\$ 389,791
Investments	7,407,237	4,742,369
	<u>\$ 7,716,136</u>	<u>\$ 5,132,160</u>

The investments are held in high interest savings account \$7,407,237 (2018 - \$4,742,369), earning an annualized interest rate of 2.46% (2018 - 1.90%).

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 3. Accounts Receivable

	2019	2018
Property taxes	\$ 583,174	\$ 973,969
Other Governments	665,422	354,124
Trade and other	1,441,516	1,489,583
	2,690,112	2,817,676
Less allowance for doubtful accounts	(345,821)	(361,736)
	<u>\$ 2,344,291</u>	<u>\$ 2,455,940</u>

Wharf receivables total \$306,539 (2018 - \$282,676). Of this amount \$270,601 (2018 - \$248,532) has been recorded in allowance for doubtful accounts above. A total of \$69,489 (2018 - \$93,677) in taxes receivable has been recorded as doubtful and the remainder of doubtful accounts represents general accounts receivable.

### 4. Accounts Payable and Other Liabilities

	2019	2018
Other Governments	\$ 34,947	\$ 101,248
Accrued wages and benefits	363,725	280,036
Trade and other	621,805	570,191
Source deductions payable	21,420	18,664
	<u>\$ 1,041,897</u>	<u>\$ 970,139</u>

### 5. Deferred Revenue

	2019	2018
Prepaid taxes	\$ 72,066	\$ 73,259
Prepaid fees and charges	29,351	54,740
Other deferred revenue	109,298	386,573
	<u>\$ 210,715</u>	<u>\$ 514,572</u>

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 6. Federal Gas Tax Funds

Gas tax transfers are recorded as revenues when received. Unspent funds are included in Operating Funds Surplus (see Schedule 3)

	2019	2018
Opening balance of unspent funds	\$ 684,336	\$ 470,794
Add: Amount received during the year	461,275	232,222
Interest earned	16,875	11,298
Less: Amount spent on eligible projects	(466,379)	(29,978)
<b>Closing balance of unspent funds</b>	<b>\$ 696,107</b>	<b>\$ 684,336</b>

### 7. Pension Liability

The District and its employees contribute to the Municipal Pension Plan, (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2018 the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from the Local Governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2018 indicated a \$2.866 million funding surplus for basic pension benefits on a going concern basis.

The District of Port Hardy paid \$188,189 (2018 - \$184,316) for employer contributions while employees contributed \$166,407 (2018 - \$163,518) to the plan in fiscal 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 8. Budget Figures

The budget amounts presented throughout these financial statements are based on the Five Year Financial Plan bylaw adopted by Council on January 22, 2019 to budget amounts for amortization and tangible capital assets.

Annual surplus, as adopted January 22 ,2019	\$ -
Add:	
Aquisition of tangible capital assets	18,294,755
Debt principal repayments	230,976
Less:	
Debt incurred	(6,499,000)
Interfund transfers	(1,294,601)
Amortization	(1,900,000)
Annual surplus restated	<u>\$ 8,832,130</u>

### 9. Collections for Other Governments

The District is required to collect taxes on behalf of and transfer these amounts to the governments and/or its agencies noted below. These sums are not included in the schedules to these statements.

	2019	2018
School Taxes	\$ 1,334,247	\$ 1,306,933
Regional District	434,578	405,469
Regional Hospital District	149,961	142,788
BC Assessment	20,393	20,596
Municipal Finance Authority	97	90
Police Tax	189,867	186,198
Vancouver Island Regional Library	144,262	156,216
	<u>\$ 2,273,405</u>	<u>\$ 2,218,290</u>

### 10. Trust Funds

The District operates the cemetery and maintains a cemetery perpetual care fund in accordance with the Cremation, Interment and Funeral Services Act. The trust fund assets and liabilities are not included in the consolidated financial statements. At December 31, 2019, the balance of funds held in trust was \$41,417 (2018 - \$39,747).

The District operates the Fisherman's Wharf for the Department of Fisheries and Oceans and acts as project manager for the capital items constructed. The assets and liabilities of the operations are not included in the consolidated financial statements.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 11. Employee Benefit Obligations

Full-time permanent employees receive their full sick bank up to 60 days upon retirement or one third upon termination. There are no additional liabilities accrued for these amounts as they are included in the sick leave and vacation liability accounts. Specified officers of the District are entitled to severance benefits. This liability is recorded as the severance benefits are negotiated. The reported liability reflects the likelihood that employees will become eligible for this benefit. The following amounts are recorded as accrued wages and benefits in accounts payable and other liabilities at year-end.

Vacation liability at December 31, 2019 is \$32,877 (2018 - \$28,070).

Sick leave liability at December 31, 2019 is \$139,576 (2018 - \$136,536).

Severance liability at December 31, 2019 is \$119,446 (2018 - \$36,981).

### 12. Commitments and Contingencies

#### a) Municipal Insurance Association of British Columbia

The District is a subscribed member of the Municipal Insurance Association of British Columbia as provided by section 3.02 of the Insurance Act of the Province of British Columbia (the Exchange"). The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the District is assessed a premium and a specific deductible for claims is based on population. The obligation of the District with respect to the Exchange and/or contract and obligation entered into by the Exchange on behalf of its subscribers in connection with the Exchange are in every case several, not joint and several. The District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.

#### b) Mount Waddington Regional District

The District is responsible, as a member of the Mount Waddington Regional District, for its portion of any operating deficits or long-term debt related function in which it participates.



# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 13. Segmented Information

For management reporting purposes the District's operations and activities are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulation, restriction or limitations. District services are provided by departments and their activities are reported in the funds. Certain departments that have been separately disclosed in the segmented information on Schedule 1, along with the services they provide, are as follows:

#### **Protective Services**

Protection is comprised of the Volunteer Fire Department, the Emergency Preparedness coordinator, building inspection and bylaw enforcement.

#### **Community Development**

The Community Development department provides economic development services. These services consist of downtown revitalization, grant proposals and new business and development.

#### **Recreation and Culture**

The Recreation and Culture department provides recreation and leisure services such as fitness and aquatic programs, the library and the museum.

#### **Environmental Health Services**

This service is for the collection and disposal of solid waste and recycling program.

#### **Transportation Services**

The Transportation department delivers the municipal services related to maintenance of the roads, sidewalks, parks, open space, street lighting and storm drains.

#### **General Government Services**

Provides services related to corporate and legislative administration, governance, financial management, human resources and information technology.

#### **Water**

The water department is responsible for the water treatment plant and distribution system.

#### **Sewer**

The waste water department is responsible for the treatment and collection system for waste water.

For each reported segment, revenues and expenses represent amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The General Revenue Fund reports on municipal services that are funded by taxation. The taxes are apportioned to the fund services based on the net surplus.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

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### 14. Investment in Government Business Enterprises

The investment in the North Island Community Forest Limited Partnership (NICFLP) is reported as a government business partnership and North Island Community Forest Ltd. (NICF LTD) as a government business enterprise. These businesses are accounted for using the modified equity method. Under this method, the government businesses' accounting principles are not adjusted to conform with those of the District and inter-corporate transactions are not eliminated. District of Port Hardy owns a one third share.

As a government business partnership, the NICFLP is required to report under International Financial Reporting Standards (IFRS). In the prior and current year, the NICFLP financial statements were prepared under Canadian Accounting Standards for Private Enterprises (ASPE). Any difference between ASPE and IFRS would likely be insignificant.

	2019	2018
Summary of investment in Government Businesses		
NICFLP	\$ 340,072	\$ 68,890
NICF LTD.	22,497	12,607
	<u>362,569</u>	<u>81,497</u>
Summary of results of operations		
NICFLP	979,127	32,826
NICF LTD.	9,891	331
	<u>\$ 989,018</u>	<u>\$ 33,157</u>

The condensed supplementary financial information of the NICFLP is as follows:

	2019	2018
Financial Position		
Current and other assets	\$ 1,132,061	\$ 286,576
Current and other liabilities	46,357	42,088
<b>Partners' Capital</b>	<b>1,085,704</b>	<b>244,488</b>
Results of operations		
Revenues	3,029,866	151,215
Expenses	62,813	51,742
Net surplus	<u>\$ 2,967,053</u>	<u>\$ 99,473</u>

During the year the District received a dividend from the NICFLP of \$707,946 (2018 - 0).

### 15. Comparative Figures

Certain comparative figures have been reclassified to conform with the current year's presentation.

# District of Port Hardy

## Notes to the Consolidated Financial Statements For the Year Ended December 31, 2019

### 16. Capital Borrowing

	Balance, beginning of year	Additions	Principal repayments	Balance, end of year
2017 Fire Ladder Truck	\$ 984,005	\$ -	\$ 75,596	\$ 908,409
2018 Dodge Dump Truck	84,140	-	20,284	63,856
2019 International Hook Truck	203,849	-	44,620	159,229
2018 Nissan Rogue	23,839	-	5,113	18,726
2020 Fire Fighting Equipment	-	215,000	3,156	211,844
2020 Generator-Civic Center	-	84,000	2,632	81,368
	<u>\$ 1,295,833</u>	<u>\$ 299,000</u>	<u>\$ 151,401</u>	<u>\$ 1,443,432</u>

Short term financing is secured through the Municipal Finance Authority for capital initiatives approved under loan authorizations. Interest is calculated daily on a variable rate basis at a 0.5% spread on top of the CDOR (Canadian Dealer Offered Rate) rate. In 2019 the rate varied between 2.44% and 2.81%. At December 31, 2019 the rate was 2.54%. Equipment is financed over a five year period with the exception of the Fire Department Ladder truck purchased in 2017 and fire fighting equipment purchased in 2019. Both loans are amortized over a twelve year period with a five year term. The residual amounts to be re-financed is estimated to be \$698,006 in 2022 for the ladder truck, and \$108,500 in 2024 for the fire fighting equipment.

The following represents the principal repayments over the next five years.

	Equipment Financing
2020	\$ 184,836
2021	189,555
2022	192,054
2023	138,714
2024	112,076
	<u>\$ 817,235</u>

### 17. Subsequent Events

In March 2020, the COVID-19 outbreak caused governments worldwide to enact emergency measures to combat the spread of the virus. These measures, which include the implementation of facility closures, travel restrictions, self-isolation periods and physical distancing, will have a significant impact on the local and global economy. At this time it is not possible to reliably estimate the length and severity of the COVID-19 outbreak and how it may impact the District's financial results for 2020.

# District of Port Hardy

## Consolidated Schedule of Segmented Disclosure

For the Year Ended December 31, 2019

**Schedule 1**  
**(Note 13)**

	General government services		Transportation services		Protective services		Environmental health services		Recreation and culture	
	2019	2018	2019	2018	2019	2018	2019	2018	2019	2018
<b>Revenues</b>										
Taxes	\$ 3,051,261	\$ 2,928,702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment in lieu of taxes	176,900	169,921	-	-	-	-	-	-	-	-
Sale of services	-	-	494,760	399,335	74,914	149,993	289,854	282,432	204,845	198,266
Income from investment in Government business enterprises	989,018	-	-	-	-	-	-	-	-	-
Government transfers	573,029	541,231	461,275	232,222	1,154	13,234	-	-	657,540	3,500
Other revenue	306,264	219,908	25,650	10,200	82,988	67,850	2,185	2,212	38,154	37,590
	5,096,472	3,859,762	981,685	641,757	159,056	231,077	292,039	284,644	900,539	239,356
<b>Expenses</b>										
Salaries and benefits	951,784	817,794	514,226	464,737	149,657	143,144	16,332	18,554	727,651	712,983
Goods and services	129,772	193,815	503,998	370,458	188,388	219,117	38,194	39,970	366,200	342,886
Contracted services	23,715	27,818	298,372	264,407	121,001	122,371	218,255	213,778	156,785	117,096
Interest Expense	27,816	25,860	-	-	-	-	-	-	-	-
Amortization	17,166	16,252	744,133	734,717	155,702	159,237	-	-	284,420	269,708
	1,150,253	1,081,539	2,060,729	1,834,319	614,748	643,869	272,781	272,302	1,535,056	1,442,673
<b>Net Surplus (Deficit)</b>	<b>\$ 3,946,219</b>	<b>\$ 2,778,223</b>	<b>\$ (1,079,044)</b>	<b>\$ (1,192,562)</b>	<b>\$ (455,692)</b>	<b>\$ (412,792)</b>	<b>\$ 19,258</b>	<b>\$ 12,342</b>	<b>\$ (634,517)</b>	<b>\$ (1,203,317)</b>

The accompanying notes are an integral part of these financial statements.

# District of Port Hardy

## Consolidated Schedule of Segmented Disclosure

For the Year Ended December 31, 2019

**Schedule 1**  
**(Note 13)**

	Community development		Water		Sewer		Consolidated Actual	Budget	Consolidated Actual	Budget
	2019	2018	2019	2018	2019	2018	2019	2019	2018	2018
<b>Revenues</b>										
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,051,261	\$ 3,051,263	\$ 2,928,702	\$ 2,909,562
Payment in lieu of taxes	-	-	-	-	-	-	176,900	174,404	169,921	179,128
Sale of services	-	-	1,550,223	1,461,523	1,328,791	1,263,817	3,943,387	3,784,752	3,755,366	3,650,491
Income from investment in Government business enterprises	-	33,157	-	-	-	-	989,018	-	33,157	-
Government transfers	181,011	183,167	-	3,278,354	-	-	1,874,009	10,256,546	4,251,708	13,428,425
Other revenue	33,800	37,105	43,853	43,392	30,045	26,602	562,939	570,429	444,859	291,928
	214,811	253,429	1,594,076	4,783,269	1,358,836	1,290,419	10,597,514	17,837,394	11,583,713	20,459,534
<b>Expenses</b>										
Salaries and benefits	47	-	364,920	377,350	284,027	277,473	3,008,644	3,172,912	2,812,035	3,046,964
Goods and services	28,207	28,579	553,864	501,108	386,224	389,942	2,194,847	2,513,294	2,085,875	2,431,671
Contracted services	173,511	165,661	51,589	83,278	163,547	171,934	1,206,775	1,273,050	1,166,343	1,240,740
Interest Expense	-	-	-	-	4,592	3,503	32,408	146,008	29,363	79,001
Amortization	-	-	498,389	431,778	456,640	429,778	2,156,450	1,900,000	2,041,470	1,870,000
	201,765	194,240	1,468,762	1,393,514	1,295,030	1,272,630	8,599,124	9,005,264	8,135,086	8,668,376
<b>Net Surplus (Deficit)</b>	\$ 13,046	\$ 59,189	\$ 125,314	\$ 3,389,755	\$ 63,806	\$ 17,789	\$ 1,998,390	\$ 8,832,130	\$ 3,448,627	\$ 11,791,158

The accompanying notes are an integral part of these financial statements.



# District of Port Hardy

## Consolidated Schedule of Tangible Capital Assets For the Year Ended December 31, 2019

### Schedule 2

	Costs					Accumulated Amortization					2019	2018
	Add		Less		Closing Balance	Add		Less				
	Opening Balance	Additions	Construction In progress	Disposals		Amortization	Accumulated Amortization on Disposals	Closing Balance				
Land and Land Improvements	\$ 6,861,654	\$ 40,363	\$ 11,909	\$ -	\$ 6,913,926	\$ 2,228,325	\$ 121,705	\$ -	\$ 2,350,030	\$ 4,563,896	\$ 4,633,329	
Buildings	11,347,100	58,166	51,677	-	11,456,943	6,962,551	228,372	-	7,190,923	4,266,020	4,384,549	
Furniture and Equipment	405,068	-	-	-	405,068	400,822	1,681	-	402,503	2,565	4,246	
Vehicles and Machinery	5,044,930	690,695	-	(50,283)	5,685,342	2,820,606	257,344	(21,457)	3,056,493	2,628,849	2,224,324	
Computer Hardware and Software	223,418	12,592	1,683	-	237,693	188,469	12,385	-	200,854	36,839	34,949	
Engineering Structures												
Roads	25,646,119	284,810	-	-	25,930,929	13,845,348	579,933	-	14,425,281	11,505,648	11,800,771	
Water	18,920,525	196,916	1,683	-	19,119,124	8,258,782	498,389	-	8,757,171	10,361,953	10,661,743	
Sewer	16,986,063	79,948	20,370	-	17,086,381	7,585,056	456,641	-	8,041,697	9,044,684	9,401,007	
	\$ 85,434,877	\$ 1,363,490	\$ 87,322	\$ (50,283)	\$ 86,835,406	\$ 42,289,959	\$ 2,156,450	\$ (21,457)	\$ 44,424,952	\$ 42,410,454	\$ 43,144,918	

The accompanying notes are an integral part of these financial statements.

# District of Port Hardy

## Consolidated Schedule of Accumulated Surplus For the Year Ended December 31, 2019

### Schedule 3

	2019	2018
<b>Surplus</b>		
Invested in tangible capital assets	\$ 40,967,022	\$ 41,849,085
Operating funds	8,259,941	5,963,263
	<u>49,226,963</u>	<u>47,812,348</u>
<b>Reserves</b>		
Buildings	38,683	48,675
Computers	5,088	4,965
Equipment replacement	138,459	135,115
General capital works	100,002	97,587
Park development	41,286	40,288
Recreation facilities	102,103	99,636
Water equipment reserve	75,923	-
Sewer equipment reserve	50,615	-
	<u>552,159</u>	<u>426,266</u>
<b>Water Reserve Fund</b>		
Water capital works	350,238	94,816
<b>Sewer Reserve Fund</b>		
Sewer capital works	202,460	-
	<u>1,104,857</u>	<u>521,082</u>
<b>Accumulated Surplus, end of year</b>	<u><u>\$ 50,331,820</u></u>	<u><u>\$ 48,333,430</u></u>

The accompanying notes are an integral part of these financial statements.