



ANNUAL REPORT

2022

Respectfully acknowledging the traditional territory of the Kwakiutl people, Gilakas'la

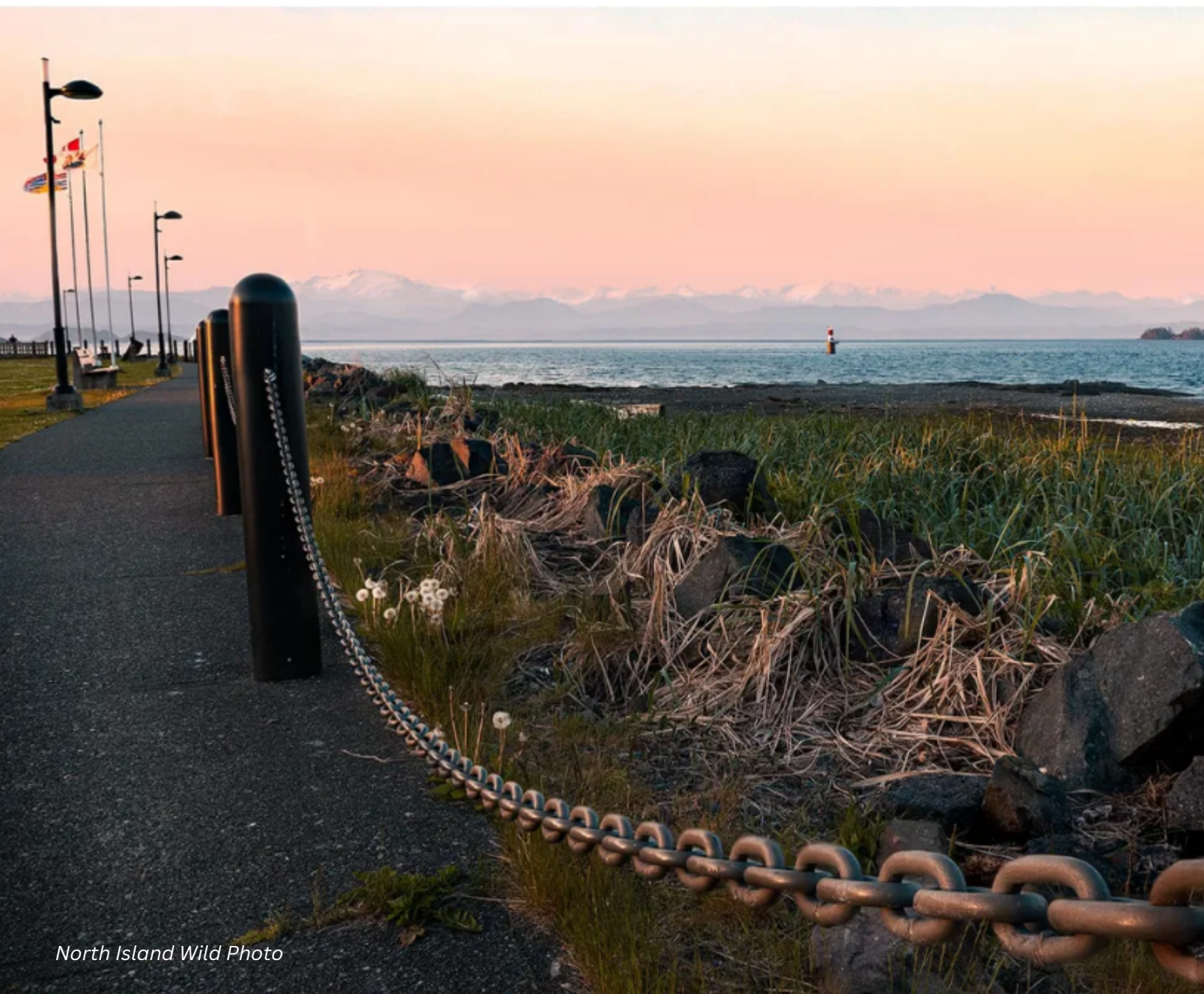


TABLE OF CONTENTS

<u>Mayor and Council</u>	1
<u>Message from the Mayor</u>	2
<u>Mayor and Council Appointments</u>	3-4
<u>Advocacy and Events</u>	5-7
<u>Message from the CAO</u>	8
<u>The Leadership Team</u>	9
<u>Community Engagement</u>	10
<u>Strategic Plan</u>	11-18
<u>CAO Operational Update</u>	19-32
<u>Corporate Services</u>	33
<u>2022 General Election</u>	34
<u>Building Permits</u>	35
<u>Operational Services</u>	36-38
<u>Water and Wastewater Reporting</u>	39-62
<u>Recreational Services</u>	63-70
<u>Fire Department</u>	71-72
<u>Harbour</u>	73-78
<u>Financial Services</u>	79-81
<u>Financial Statements 2022</u>	82-105



MAYOR & COUNCIL



Mayor & Council 2018-2022

*Back row -Left to right:
Councillor John Tidbury,
Councillor Janet Dorward,
Councillor Fred Robertson and
Councillor Leightan Wishart
Front row- Left-right: Councillor
Pat Corbett-Labatt, Mayor
Dennis Dugas and Councillor
Treena Smith*

Mayor & Council 2022-2026

*Councillor Fred Robertson, Councillor Dennis Dugas,
Councillor Treena Smith, Mayor Pat Corbett-Labatt,
Councillor Janey Dorward, Councillor John Tidbury, and
Councillor Brian Texmo*



The Mayor and Council of the District of Port Hardy were elected for a four-year term in October 2022. Each member of Council represents the District at large and is appointed to both Port Hardy and Regional District committees. Council is committed to ensuring that the policies and decisions implemented are in the best interest of Port Hardy citizens.

Message from the Mayor

I want to thank Mayor Dugas for leading the Council for the past four years and welcome him back to the table as Councillor. Much appreciation to Councillor Wishart for his seven years of service to our community. Our Council welcomes Councillor Brain Texmo to our team as we move forward for the next four years.

We are so excited that (after many disappointments in not getting grants and rising costs due to supply chain issues) the pool retrofit project is finally visually moving forward. Much work has been done behind the scenes over the past few years.

Currently, the pool is being prepped for the new liner. The new liner should be ready to be put into place in early 2023. Then comes the mechanical and electrical work that needs to be done to enable us to use the pool come the summer (unless something unforeseen causes more delay)! As a regular pool user – I can't wait for the reopening.

Coming out of the pandemic, we face new opportunities and challenges. Some are strong and resilient, with new business start-ups and enhancements in the development, including the new Coast Guard Depot and Airport. Community pride and support for our service groups are growing as people seek social connections. We must remember those facing new or increased challenges, such as the most vulnerable who face poverty, addictions and the risk of being unhoused or are unhoused. The increase in housing prices has displaced many citizens who require support. We have been fortunate to access funding to support agencies like the Salvation Army to increase hours and shelter services. We have developed strong partnerships with Island Health Mental Health and Addictions, RCMP, BCEHS and our First Nations Partners to increase outreach to the community members who need the most.

Please look at our recap of our Ministerial meetings at the 2022 UBCM convention contained in this report to see how your elected officials advocate for increased services and funding to the North Island.

Our emergency room has been closed due to shortages in our healthcare workforce. We are all working on various strategies to improve the situation – some short-term and some longer-term. We hope this will be a short-term situation, but it may last longer than we would like. Our Council would like to thank all our healthcare workers for all you do! We are grateful for your professionalism, caring, and commitment to our community.

We thank our businesses, organizations, volunteers, and the District of Port Hardy (senior staff, employees, contractors and volunteers) for all the hard work to make Port Hardy a fantastic place for us to live. Thank you to the Hardy Bay Seniors Society for your tremendous commitment to the seniors in our community. Thank you to the Rotary Club and the Lions Club for your commitment to providing the Pumpkin Patch Walk, Christmas Hampers, and Christmas Carol tour around town, all help bring smiles to our community members.

It is an honour to represent Port Hardy and acknowledge with respect and gratitude that we all live, work, and play on the traditional territory of the Kwakiutl people. We are a resilient and caring community watching out for one another.

Gilakas'la,
Pat



MAYOR AND COUNCIL 2022-2026

Mayor Pat Corbett-Labatt

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee, First Nations Relations Committee (Chair), External Organizations: Regional District of Mount Waddington Board of Directors, Regional District of Mount Waddington Hospital Board, Island Coastal Economic Trust, Municipal Insurance Association.

pcorbett-labatt@porthardy.ca



Councillor Janet Dorward



Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee, Community Consultative Committee. External Organizations: Chamber of Commerce, Job Fair Committee, Port Hardy Fire Rescue (Deputy Mayor Schedule), Regional District of Mount Waddington Solid Waste Committee. Regional District of Mount Waddington Board of Directors (Alternate) Regional District of Mount Waddington Hospital Board (Alternate)

jdorward@porthardy.ca

Councillor Dennis Dugas

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee. External Organizations: Regional District of Mount Waddington Board of Directors, Regional District of Mount Waddington Hospital Board, Mount Waddington Table of Partners (Health), North Island Regional Emergency Planning Committee, Port Hardy Fire Rescue (Deputy Mayor Schedule), Vancouver Island North Tourism, Vancouver Island North Training and Attractions Society. MaPP – Marine Plan Partnership (Alternate), Municipal Insurance Association (Alternate), Mount Waddington Table of Partners (Alternate).

ddugas@porthardy.ca





Councillor Fred Robertson

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee. External Organizations: Vancouver Island Regional Library Board of Trustees, MaPP – Marine Plan Partnership, Mount Waddington Table of Partners, Foundry, Port Hardy Fire Rescue (Deputy Mayor Schedule), Regional District of Mount Waddington Hospital Board (Alternate) Vancouver Island North Training and Attractions Society (Alternate)

frobertson@porthardy.ca

Councillor Treena Smith

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee, Bear Smart Port Hardy Committee, Tourism Advisory Committee. External Organizations: BC Ferries Northern Advisory, Port Hardy Fire Rescue (Deputy Mayor Schedule), Port Hardy Heritage Society (Museum) Vancouver Island Regional Library Board of Trustees (Alternate).

tsmith@porthardy.ca



Councillor Brian Texmo

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee, Emergency Planning Committee, Tourism Advisory Committee. External Organizations: Off-Road Vehicle Committee, Port Hardy Fire Rescue (Deputy Mayor Schedule), Scott Islands Advisory.

btexmo@porthardy.ca

Councillor John Tidbury

Serves on: Policy & Governance Committee, Committee of the Whole, Finance Committee, Emergency Planning Committee. External organizations: Mount Waddington Regional Transportation Committee, Port Hardy Fire Rescue (Deputy Mayor Schedule), Hardy Bay Seniors Citizens Society, Vancouver Island North Woodlands Advisory Group, Regional District of Mount Waddington Solid Waste Committee (Alternate) Mount Waddington Table of Partners (Health) (Alternate) Regional District of Mount Waddington Board of Directors (Alternate)

jtidbury@porthardy.ca



UBCM

Every year the Union of British Columbia Municipalities, UBCM, hosts an annual convention for Elected Officials. We can meet with selected Cabinet Ministers and Ministerial staff at these conventions to discuss our concerns or ideas for each one of our communities and how the Province can support us in achieving our goals. At this past convention, we attended sixteen meetings.

Minister of Mental Health and Addictions

Supportive Housing for the Gwad'zi Managed Alcohol Program (MAP) to ensure that those needing supports had a home to participate in the program.
Support for the RCMP by adding the Mental Health Car, which would allow the RCMP to partner with a Psychiatric Nurse on mental health-related calls.

Minister of Transportation and Infrastructure

Improved Highway maintenance, especially with tree removal, snow clearing and regular maintenance.
Making land owned by the Ministry available for development.
Affordable public transportation between Campbell River and Port Hardy.

Minister of Municipal Affairs and Housing

funding provided to Vancouver Island Regional Library to support access to information for those that do not usually have access to online services, and training support to those looking to improve their commuter skills.

Minister of Forests

Increase in forest tenure for the North Island Community Forest. Port Hardy uses the funds towards recreation projects that benefit our residents.

Minister of Jobs, Economic Recovery and Innovation

Reinvestment in the Islands Coast Economic Trust, ICET, which is a trust for Islands communities to support economic development. This fund is about to expire, reinvestment would ensure that communities had access to funding for a sustained period of time.

Minster of Social Development and Poverty Reduction

Funding to support the position of poverty reduction coordinator. The funding of this position will support the actions identified in the Poverty Reduction Plan, May 20221



L-R Honourable Mitzi Dean, Councillor Treena Smith Councillor Fred Robertson, Mayor Dennis Dugas and MLA Michele Babchuk

Minister of Public Safety and Solicitor General

Support for the RCMP by adding the Mental Health Car, which would allow the RCMP to partner with a Psychiatric Nurse on mental health-related calls.

Minster of Health

shortage of trained health professionals on the North Island and a lack of housing supply for those looking to transfer to our community.
Additional resources to support Intensive Case management Teams on the North Island.

Minster of Children and Family Development

Funding Support for Programming and Resources to Address Child Poverty in Port Hardy. One in three children in Port Hardy lives in poverty; access to food and educational support is needed to address this significant concern.

Minster of Agriculture and Food

Provide provincial funding opportunities for food security that support local food production and sale. Develop support programs to promote access to a nutritious food supply in rural communities.

Attorney General and Minister Responsible for Housing

Housing for all residents, including supportive housing and services associated with facilities, including health, addictions support and education. Affordable housing options in BC and especially in Rural communities. Changes to the Home Owner Protection Act to promote development. Residential tenancy supports to promote landlords in creating affordable housing options with support from the Province through rental subsidies and funding.

PROVINCIAL VISITS



Rolly Russell, Parliamentary Secretary
Challenges in Economic Development



Honourable Bruce Ralston, Minister of Forests
Community Forest Expansion



COUNCIL ATTENDED EVENTS

Coast Guard
Depot Tour



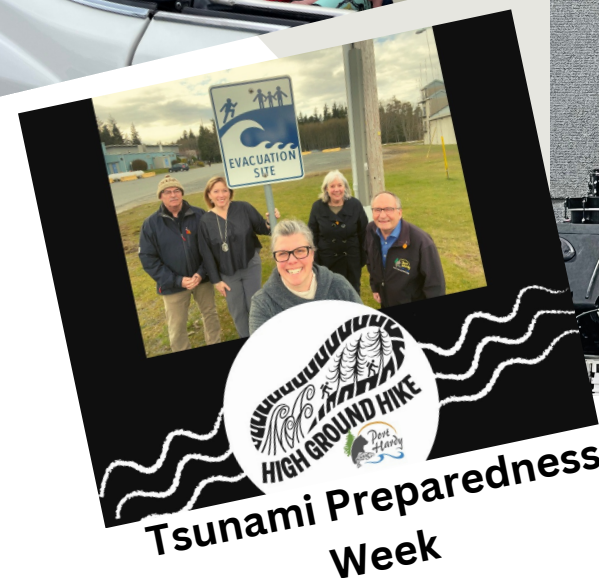
FILOMI
DAYS



the Don Cruick
Memorial Are



Fire Rescue
Appreciation BBQ



Fall Fair

Tsunami Preparedness
Week

MESSAGE FROM THE CAO

Acknowledging with gratitude and respect that we deliver your services on the traditional territory of the Kwakiutl people, Gilakas'la.



I am pleased to provide you with this year's annual report. This is an excellent opportunity to reflect on the past year and highlight our successes. It is without saying that the District has a professional team of employees, contractors and volunteers who make sure that your services are delivered on time, within budget and align with the vision and priorities of the Mayor and Council. This report would be nothing without their hard work and dedication; thank you!

Over the past seven years, I was fortunate to sit as a Board member of the Local Government Management Association of BC (LGMA); During the 2021/2022 year, I was elected to sit as President. This allowed me to represent Port Hardy internationally and provided access to many local governments and what they do to navigate challenging times and deliver ideas on how to achieve success in my own community. The LGMA strives to provide superior professional development training and support, holding its members to strong ethical principles in local government leadership. This is where my passion is ignited as I lead a team of professionals to strive to be the best public servants they can be, keeping with the focus on engaging positively with Council, staff, contractors, volunteers and the community.

With so many unknowns as we navigate past a post-pandemic future, strains on capacity, demands from the community, supply chain issues, attraction retention, poverty and housing, it is essential to look for solutions that have been tested and take on new risks to address some of the major concerns. This past year we partnered successfully with multiple agencies, such as the Salvation Army, RCMP, BCEHS, Island Health and other community groups, to support the vulnerable population of Port Hardy. This has allowed us to look at formalizing our commitment to health and wellness through a Situation Table, set to begin in 2023.

The pool rehabilitation project is underway, with completion set for late summer 2023. The most asked question is, 'Why is it taking so long?'. The answer is more complex; when we closed the pool in June 2021, we had been preparing studies on the issue of the ever-growing leaks in the basin and began assessing the replacement of the mechanical and dehumidification systems. As with all renovations, several unknowns come up; adding that to the challenges during the pandemic recovery, as earlier mentioned, has meant that escalation and access to supply have been somewhat challenging. But we have engaged our engineers to ensure that when the pool is complete, we have a facility to meet our needs for the next 15-20 years.

Please take a moment to review the Operational Report and Strategic Plan update to get a full update on projects, plans, progress and future goals.

With respect, *Heather Nelson-Smith, CAO*

LEADERSHIP TEAM

Heather Nelson-Smith
Chief Administrative Officer
Ross Blackwell
Director of Corporate Services &
Deputy CAO
Noramay Isaac
Director of Financial Services
Kam So
Director of Engineering &
Operations
Tanya Kaul
Director of Recreation &
Community Services
Bruce Forsyth
Public Works Supervisor
Joe Jewell
Utilities Supervisor
Nigel Sutton
Municipal Inspector
Melinda Dennison
Recreation Coordinator
Chris Olney
Recreation Facility Lead Hand
Anika Tarata - Aries Security
Harbour Manager
Brent Borg
Fire Chief
Gavin Texmo
Deputy Fire Chief
Andy Philips
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 Firefighters Association, Royal Canadian Mounted Police, BC Ambulance Service, Local Service Agencies, Vancouver Island Regional Library, Port Hardy & District Chamber of Commerce, and Port Hardy Museum.

Service clubs including the Port Hardy Lions Club, Port Hardy Rotary, Hardy Bay Seniors Citizen's Society and FILOMI Days Society, Volunteers and Community groups are all valued as an important part of making our community a welcoming place to live.



PORT HARDY
HERITAGE SOCIETY

museum
archives
gift shop



COMMUNITY ENGAGEMENT



www.porthardy.ca



*District of Port Hardy
Port Hardy Emergency
Port Hardy Recreation
Port Hardy Animal Shelter
Port Hardy Fire Rescue
Bear Smart Port Hardy*



*@DPortHardy
@DPHEmergency*



@DPortHardy



Quarterly Newsletter: distributed with utility bills

Regular Council Meetings: 2nd and 4th Tuesday of every month

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

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
phone 250-949-6665, Monday through Friday, 8:30 a.m.- 4:30 p.m.*



Strategic Plan

2021-2022

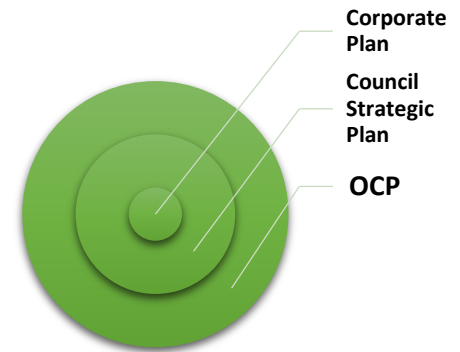


Update December 2022 – Heather Nelson-Smith, CAO

Strategic Plan 2021-2022

A Council strategic plan is designed to translate the Official Community Plan objectives into a strategic framework of prioritization and decision making for the purpose of maximizing operational efficiencies and effectiveness for the purpose of enhancing community liveability.

The Mayor and Council of Port Hardy have reviewed the priorities of the District through a multi-day strategic plan session led internally by staff and have developed the following strategic plan based on reviewing the challenges and opportunities that are available to the District and the communities in the Mount Waddington Regional District.



Opportunities for Port Hardy:

- Gateway to the North Coast trail
- Time rich- no rush-no traffic
- Image
- Fibre Internet
- Location, location, location
- Rural lifestyle
- Transportation hub: land, water & air
- Tourism, art, and festivals
- Food security
- Community kitchen
- Outdoor events and opportunities
- Packaging for attraction of new residents
- Great quality of life
- Progressive local government
- Active business community

Challenges facing Port Hardy:

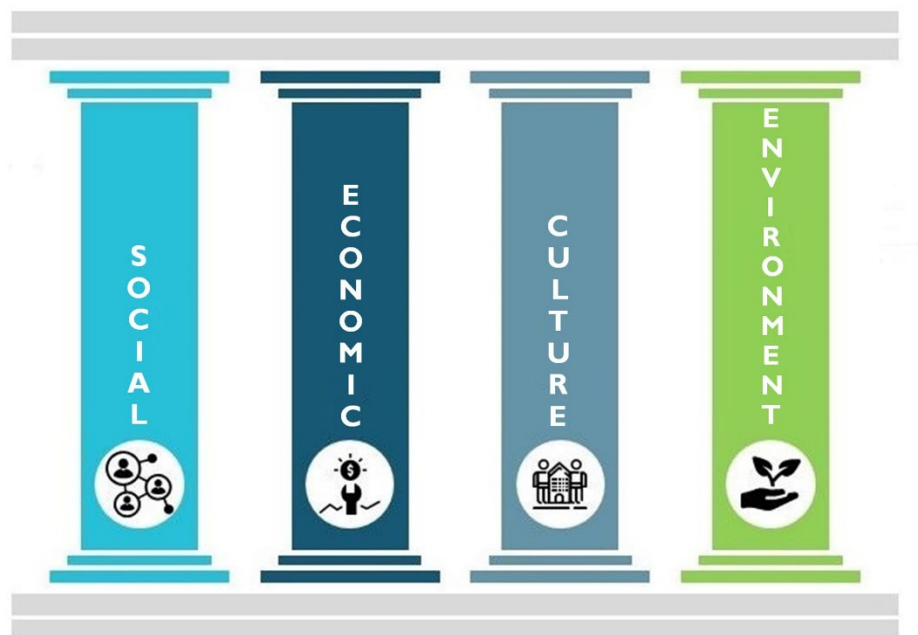
- Negative impacts on resources
- Decisions made outside of District control
- Poverty and social issues
- High percentage of aging/poor housing stock
- Lack of quality multifamily rentals
- Choice of housing
- Regulations
- Image of being remote
- Limited access to construction trades
- Future infrastructure needs with increased population

The Council 2021-2022 Strategic Plan is organized into the four pillars of sustainability: Social, Economic, Culture and Environment. The goals are set to guide staff in a corporate direction and align with each of those pillars which support the Official Community Plan.

The Council Strategic plan is divided into two parts, Council priorities and Corporate strategy. The Corporate strategy is designed to optimize the District's allocation of resources and priorities. It also accounts for the organization of Council's priorities.

Those items that are seen in future years, may be reallocated as needs change and adapt. Council is the driver of the strategic plan and the CAO will ensure that the plan is consistent with our staffing capabilities and financial resources to achieve success under each priority.

A report card will be created with timelines and regular check ins with Council along with a risk matrix to help guide the planning for the duration of this plan.



Green= complete/ongoing

Yellow= some work underway

Red= not started or halted

District Strategic Priorities



OCP Goals

- Port Hardy includes a broad range of affordable and diverse housing options across the community.
- Our community enjoys a vibrant local food culture with prosperous food related businesses – ranging from producers, to processors, to retailers – and where all residents have access to healthy, locally grown and raised food.

Council Priorities

Housing- Create housing opportunities that support the local need for affordable housing. Council to make land available for supportive housing and create policies that support development of affordable housing options.

Food Security- Empower the community to pursue a greater degree of food resiliency.

Communications and Engagement- Ensure that the District is providing communications to the community through all platforms including web, social media and paper.

Corporate Strategy

Project/Priority	2021-2022	Measure	December 2022 Update
SOCIAL			
Housing	Prepare business case and concept plan for low-income/supportive housing residential development – Housing coalition	Adoption of a housing action plan	Housing options created by Economic Development Officers- Need to turn into action
Housing	Engage with BC Housing to fill gaps in housing options	Create RFP/Donation of land	Currently BC Housing is looking to support Pod housing at Salvation Army
Housing	Create a strategy to address different types of housing option policies to support development (tiny homes and large lots)	Action plan	Housing options created by Economic Development Officers- Need to turn into action
Food Security	Staff to negotiate community garden space in new developments	Establishment of new community gardens	Current Community Gardens under utilized
Food Security	Direct the development of an agriculture capability assessment	Completion of assessment	
Food Security	Develop educational resources on backyard food production and establish a budget	Facilitate annual food production workshops	
Poverty Reduction	Prepare a poverty reduction plan	Completion of plan	Poverty Reduction Plan Complete, need Poverty Reduction Coordinator
Public Wi-Fi	Prepare a plan and budget for providing Wi-Fi in public spaces (Harbours and Parks)	Budget approval/installation	
Communications	Continue to keep the community informed via web and social media platforms	Increase in engagement	Continue to see growth in our social media platforms
Emergency planning	Develop resources and training to help residents prepare for emergencies	Development of training resources	Quarterly updates to emergency planning page, tourists, access to resources and in person outreach

Project/Priority	2021-2022	Measure	December 2022 Update
Improve Customer Service	Implement online billing options for taxes and utilities	Implementation of program	Implemented through AMAIS program – not as user friendly as anticipated. Will be looking to improve
Livability index	Prepare an annual livability index. Consider policies and programs that can enhance the community	Report available annually	

Future

Housing available for all

District Strategic Priorities



OCP Goals

- Create a diverse economic base that integrates social and ecological values and contributes to a high quality of life for residents and business owners.
- Support the community in recovery during and after the pandemic.

Council Priorities

Lifestyle and Retention- Promotion of the many services available in the community will enhance the livability of the area. Port Hardy and the North Island is a great place to live, work and play.

Pandemic Recovery- Provide support to the community through a temporary Economic Development Recovery Officer to support business and community recovery and make the District resilient in the future.

Be Future Ready- Develop policies that support sustainable infrastructure renewal.

Community Forest - Direct North Island Community Forest Limited Partnership to work with the communities to support increased tenure for future revenue generation.

Marine Service Hub- Establish Port Hardy as the marine service hub for the North Island.

Corporate Strategy

Project/Priority	2021-2022	Measure	December 2022 Update
ECONOMIC			
Lifestyle and retention	Develop a resident's guide for Port Hardy	Guide available in paper and web format	Resident Guide in Draft completed early 2023
Promotion	Work with other North Island agencies to support attraction campaigns including promotional videos	Data shared with other agencies- inclusion of information on website	Information has been uploaded to website, however no new content since 2021
Community Forest expansion	Work with NICFLP through shared resources to ensure that expansion efforts are supported	Expansion of the Community Forest	Advocating at provincial level ongoing. Adding Indigenous partners to the Forest
Boat Haul out Feasibility	Prepare a feasibility study for a boat haul out facility to support the North Island fleet	Complete study	Completed in 2021
Asset Management	Develop an asset management plan and policy for reserves	Develop policy	Capacity remains the issue in completion
Economic Recovery	Hire economic development recovery officer to assess and implement strategies for recovery during and after the pandemic. This will include preparation of shovel ready projects.	Hire EC Dev Officer	Used available funding to hire Economic Development Officers through 2021-2022. Looking to add more capacity for ongoing support in 2023
COVID Recovery Funding	To be used to offset reduced revenues in recreation, harbour and tourism. This will allow us to continue operations as is without adjusting tax rates to offset those fee losses		Funding has been utilized 100% to date- Offset revenues, build capacity in recreation, fill gaps in finance department, offset overruns for the pool

Future

Build a boat weigh - Upgrade marine infrastructure - Infrastructure review for increase population- Community Kitchen hub to support small business

District Strategic Priorities



OCP Goals

- Port Hardy will be a vibrant, engaging community that supports and encourages community health, safety, economic prosperity and recreational opportunities for residents and visitors.
- Open space will be networked to support both active transportation and movement of water and wildlife. Streams, rivers, and marine areas are protected or enhanced and celebrated as prime community assets.
- Our transportation will be safe, accessible, convenient, and affordable choices with emphasis on high quality walking, cycling, and transit options.
- First Nations Relations with improved relationships and acknowledgement of traditional territory.

Council Priorities

Youth Opportunities & Outreach- Support the youth of the community through recreation, civic engagement, and communications.

Recreation, Arts & Culture- Ensure that there are facilities that support the North Island including large scale recreation facilities such as the pool and arena, outdoor recreation opportunities like trails and support recreation programming for all ages and other forms of programming that support arts and culture in Port Hardy.

Relationship Building- Building on the North Island Indigenous history and incorporating the culture through partnerships that support acknowledgement and foster a community that has understanding.

Corporate Strategy

Project/Priority	2021-2022	Measure	December 2022 Update
CULTURE			
Youth employment	Work with high school on developing a work experience program	Youth hires	Rec recreation & Public Works department. With Pool coming back online more youth hires anticipated. Participate in Job Fair 2023
Youth civics education	Development of a District led youth civics event	Bursaries/ Youth Council	No uptake so far
Recreation facilities	Submission of grant applications to support recreation infrastructure	Successful grant applications	Pool applications unsuccessful Skatepark unsuccessful Lots of grant support in Recreation programming
Recreation Programming	Increased activities, use of facilities and promotion	Number of participants	Highly successful participation in programs
Outdoor recreation	Trail enhancements, maintenance, and expansion	Improved community usage	Continue to maintain
Outdoor recreation	Work with RDMW on enhancing trails on the North Island	Improved access	No uptake so far
Active Transportation	Prepare plans for future projects within the capital budget	Prepare plan	Plan created; successful infrastructure grants underway
First Nations Signage	Create dialogue to support plans for future signage enhancements	Strategy in place	Awaiting priority alignment with Kwakiutl
Cultural Sensitivity Training	Develop a policy on ongoing cultural sensitivity training	Training to be held prior to end of 2022	Moved to 2023 to incorporate north island wide training
Senior's support	Improved access to recreation opportunities and access to facilities	Increased numbers of seniors participating in activities	Highly successful participation in adult programs

Future

Foundry support
New pool
Seawall Beautification (Parking)

Recreation programming
Covered Tennis Courts
Community Kitchen

Leadership support
Art Installations

District Strategic Priorities



OCP Goals

- To improve buildings in Port Hardy are improved with energy efficiency and use of renewable energy wherever possible – and assist in meeting climate protection commitments set out in the BC Climate Action Charter.
- Ensure our waste generation per capita is among the lowest in British Columbia and that no more than 10% of waste for disposal consists of recyclable materials and compostable waste.
- Ensure our water is consumed responsibly, and new demand is met through conservation.

Council Priorities

Reduce Landfill Waste- Support Regional District of Mount Waddington initiatives to divert waste including implementation of community composting where practicable.

Water Conservation- Convert municipal facilities fixtures to reduce water usage.

Carbon Neutrality- Support, where practicable, energy efficient conversions in existing municipal facilities, new municipal buildings, and municipal fleet.

Corporate Strategy

Project/Priority	2021-2022	Measure	December 2022 Update
ENVIRONMENT			
Municipal Building efficiency	Where practicable, upgrade existing facilities to be energy efficient	Lower carbon footprint	Heat pumps installed in municipal buildings, more to come in 2023/2024 with solar and lighting upgrade to Municipal Hall
Water Conservation	Upgrade Municipal facilities with low flow fixtures through operating funds	Number of fixtures replaced	
LED Street lights	Change lighting as they need replacement with high efficiency LED lighting	Number of lights replaced	Successful grant applications with ICBC to support large area replacement
Composting	Under the Direction of Council support RDMW efforts to divert organics at the landfill- possible curbside composting	Plan for future diversion	

Future

Fleet replacement with energy efficiency
Incentives for residents for energy efficiency options



CAO REPORT

● *Strategic Plan and Operational Update*

December 2022



**ACKNOWLEDGE WITH GRATITUDE AND RESPECT THAT
WE WORK, LIVE AND PLAY ON THE TRADITIONAL
TERRITORY OF THE KWAKIUTL PEOPLE, GILAKAS'LA.**

January—December 2022

Goals

Supporting Council's Strategic Priorities with intention while providing upstanding service to the Communities we serve.

Vision

To lead in providing supports that enhance the quality of life in Port Hardy and the North Island.

Values

- Strategic Focus
- Providing excellent customer service
- Supporting staff and volunteers
- Supporting the North Island residents
- Providing services that support the community as a whole
- Working with our North Island Communities to provide services that we all need
- Acknowledging the traditional territory of the Kwakiutl people



Highlights 2022

Projects

- Aquatic Centre Revitalization—Pool liner procured, currently working on tender for phase 2 mechanical and electrical.
- Thrive Grant—Requests for quotations have been issued work to start 2023—Carving and Kiosk enhancements to the Visitor Centre
- Safer Places Project with RCMP, Mental Health and Addictions, BCEHS, Salvation Army has developed into the application of a Situation Table Project submitted for consideration in early January 2023
- Arena Revitalization completed
- Strengthening Communities Grant successful in increasing shelter service at the Salvation Army for the 2022-2023 year
- Improved lighting and safety through LED upgrades on Municipal Street Lights
- Poverty Reduction Plan completed
- Economic Recovery Program Community Support and Economic Development Plan
- Active Transportation improvements Granville to Trustee underway
- Northern Vancouver Island Power Supply Study



Programs and Services

- Successful Harbour operations in 2022, Bear Cove, Fisherman's and T-Floats
- Engagements through social media increased by 23%
- Recreation programming increasing with each new guide
- Housing research and planning
- Farmer's Market supports
- Looking for grant opportunities and taking advantage as much as possible (See page 5)
- OCP review work ongoing
- Beautification and community image enhanced
- Utility services maintained within all acceptable limits
- Addition of online payment options including credit card for Utility and Tax payments
- Elections administration
- Strategic planning review and ongoing check in (see page 15 for update)
- Community events back this year, Canada Day, FILOMI Days
- Assisting Council in advocating for the community at UBCM (see page 7)

Capital Projects

General fund

Aquatic Centre - Pool Repairs	2,300,000	Tender Issued for Phase 1 and design and tender is- sued January 2023 Design has been done, pricing too high for budget.
Capital - Visitor Enhancement Project	325,000	Requesting extension to re-evaluate options
Capital - Market St/Stink Creek Culvert	30,000	Design in progress
Capital - Crack Sealing	30,000	Complete
Capital - Stink Creek Park	15,000	Design in progress
Capital - Storm Water Drainage Downtown	30,000	Design in progress
Capital - Little Tsulquate Culverts	30,000	Design finished waiting for funding
Capital - Storey's Beach Dugouts/Pavilion	7,800	Complete
Capital - Firehall #1 Conceptual Design	50,000	Concept and pricing done
Seawall Light Upgrade and Museum Mural	66,000	Lights in progress/Mural on hold
Capital - Phone System	25,000	Complete
Capital - Public Works Fleet Replacement	200,000	Complete Purchased Back Hoe
Capital- Salt Shed	108,000	In progress
Columbarium	25,475	Move to a future year
Hot water Upgrade Arena	25,000	Complete
Used Mini-Excavator	20,000	Move to 2023
Backup Generator for Municipal Hall	50,000	Carry forward to 2023 Change to solar project
New Kubota (side by side)	50,000	Need additional funding
Replace Flashing on Arena Building	17,250	Complete
Repaint/Seal Firehall #1	20,000	Complete
Heat Pump System for Municipal Hall	50,000	In progress
Repaint Exterior Recreation Buildings	69,000	Complete
		Truck purchased in 2021 awaiting arrival—move en-
Fleet Replacement - Public Works	118,000	gine replacement for bucket truck to future year
Fleet Replacement/Repairs - Fire	45,000	Possible carry forward
Parking Lot Line Painting	10,000	Complete
Lights at Fisherman's Wharf	23,220	Lighting review underway
Seagate Garbage Relocation	23,400	In progress
T-Float Upgrades	70,720	30% complete
Asset Management Software	12,233	Complete
Trustee Sidewalk Connector	317,115	In progress
Catch Basin Repair	10,000	Complete
Security equipment (funding from COVID Re- start Reserve)	100,000	10% complete
Stink Creek Drainage/Infrastructure	150,000	Significant funding required move to future year

General Fund Project Total

4,423,213

Water

Carry Forwards from 2021

Capital - WTP Filter Header Repair	21,000	Design in progress
Capital - Asset Inventory (Student) Labour	10,000	2023
Capital - Long Term AMP & Financial Strategy	31,250	Future year
Capital - Mapping	6,178	In progress
Capital - Distribution System	305,000	In design phase tenders to be issued in 2023
Bear Cove Reservoir Communications	25,000	Move to 2023
Park Drive Valve Repair	80,000	Design Complete
WTP - Water Reservoir Replacement	100,000	Grant submitted not funded
Heat Pump Upgrade	50,000	Complete
Water Project Total	578,428	

Wastewater (Sewer)

Carry Forwards from 2021

Capital - Long Term AMP & Financial Strategy	31,250	Future year
Capital - Asset Inventory (Student) Labour	10,000	2023
Capital - Storey's Beach/Fisherman's Sani Station	15,000	Materials purchased complete 2023
Capital - TWWTP Odour Control	9,500	Complete
Capital - Polymer feed system upgrade	24,086	Roll forward with centrifuge
Sewer Master Plan	50,000	Future year
Sewer Rehabilitation (camera/smoke testing)	25,000	2023
Trustee Lift Station repair	100,000	Complete
Collection System Rehabilitation Program	50,000	In progress
Goletas Lift station Upgrade	29,000	2023
Standby Generator at Fort Rupert School and up-grade	132,435	90% Complete
Heat Pump Upgrade	50,000	90% Complete
Wastewater Total Projects	476,271	

Total 2022 Capital Expenditures

5,477,912

Grants

Completed Grants

• Investing in Canada Infrastructure Arena Revitalization	\$3,000,000 Complete
• Rural Dividend Boat Weights Feasibility	\$ 60,000 Complete
• Active Transportation Plan	\$ 60,000 Complete
• ICBC LED Lighting conversion	\$ 8,300 Complete
• Fire Chief's Association Road Rescue	\$ 20,000 Complete
• Fire Chief's Association Road Rescue	\$ 20,000 Complete
• UBCM Poverty Reduction Plan	\$ 25,000 Complete
• UBCM Emergency Operations Centre/Training	\$ 22,000 Complete
• UBCM Strengthening Communities Fund	\$ 108,000 Complete
• Canada Day Celebrate Canada	\$ 6,400 Complete
• ISPARK Equipment Recreation	\$ 3,000 Complete
• BC Family Day Funding	\$ 1,000 Complete
• GoByBike Week	\$ 1,000 Complete
• ICET Economic Recovery Officer	\$ 88,000 Complete
• ICBC Traffic Safety (Pedestrian Crosswalks)	\$ 7,400 Complete
• ICET Capacity Building Electrical Review	\$ 25,000 Complete

Awarded Grants

• Active transportation Sidewalk Granville to Trustee	\$ 340,000 Funded 2022
• ICET Thrive Carving, Visitor Enhancement kiosk	\$ 48,000 Funded 2022
• Fire Smart Community Funding	\$ 48,600 In progress
• ICBC LED Lighting conversion	\$ 25,000 Funded 2022
• Tourism Dependent Communities Washroom	\$ 350,000 In progress
• FCM Asset Management	\$ 60,000 2022-2023
• Climate Action	\$ 71,000 2023
• UBCM Strengthening Communities Fund	\$ 111,000 2022-2023
• BC Hydro Regreening	\$ 3,000 2023

Grants

Grants Submitted awaiting decision

- Rural Economic Diversification \$77,000

Gants not funded

- Investing in Canada Infrastructure Pool upgrade \$8,400,000 Not funded
- Investing in Canada Infrastructure Fort Rupert Lift Station \$1,200,000 Not funded
- Investing in Canada Infrastructure Skate Park \$ 650,000 Not funded
- Rotary COOP Skatepark \$ 150,000 Not funded
- Royal Jubilee Celebration \$ 100,000 Not funded
- Water Reservoir \$1,500,000 Not Funded
- Active Transportation Columbia Street Upgrades \$ 230,000 Not Funded

UBCM

Every year the Union of British Columbia Municipalities, UBCM, hosts an annual convention for Elected Officials. We can meet with selected Cabinet Ministers and Ministerial staff at these conventions to discuss our concerns or ideas for each one of our communities and how the Province can support us in achieving our goals. At this past convention, we attended sixteen meetings.

Minister of Mental Health and Addictions

Supportive Housing for the Gwad'zi Managed Alcohol Program (MAP) to ensure that those needing supports had a home to participate in the program.

Support for the RCMP by adding the Mental Health Car, which would allow the RCMP to partner with a Psychiatric Nurse on mental health-related calls.

Minister of Transportation and Infrastructure

Improved Highway maintenance, especially with tree removal, snow clearing and regular maintenance.

Making land owned by the Ministry available for development.

Affordable public transportation between Campbell River and Port Hardy.

Minister of Municipal Affairs and Housing

funding provided to Vancouver Island Regional Library to support access to information for those that do not usually have access to online services, and training support to those looking to improve their commuter skills.

Minister of Forests

Increase in forest tenure for the North Island Community Forest. Port Hardy uses the funds towards recreation projects that benefit our residents.

Minister of Jobs, Economic Recovery and Innovation

Reinvestment in the Islands Coast Economic Trust, ICET, which is a trust for Islands communities to support economic development. This fund is about to expire, reinvestment would ensure that communities had access to funding for a sustained period of time.

Minster of Social Development and Poverty Reduction

Funding to support the position of poverty reduction coordinator. The funding of this position will support the actions identified in the Poverty Reduction Plan, May 20221



L-R Honourable Mitzi Dean, Councillor Treena Smith Councillor Fred Robertson, Mayor Dennis Dugas and MLA Michele Babchuk

Minister of Public Safety and Solicitor General

Support for the RCMP by adding the Mental Health Car, which would allow the RCMP to partner with a Psychiatric Nurse on mental health-related calls.

Minster of Health

shortage of trained health professionals on the North Island and a lack of housing supply for those looking to transfer to our community.

Additional resources to support Intensive Case management Teams on the North Island.

Minster of Children and Family Development

Funding Support for Programming and Resources to Address Child Poverty in Port Hardy. One in three children in Port Hardy lives in poverty; access to food and educational support is needed to address this significant concern.

Minster of Agriculture and Food

Provide provincial funding opportunities for food security that support local food production and sale. Develop support programs to promote access to a nutritious food supply in rural communities.

Attorney General and Minister Responsible for Housing

Housing for all residents, including supportive housing and services associated with facilities, including health, addictions support and education. Affordable housing options in BC and especially in Rural communities. Changes to the Home Owner Protection Act to promote development. Residential tenancy supports to promote landlords in creating affordable housing options with support from the Province through rental subsidies and funding.

Operational Risk Matrix

Risk	Probability	Potential Impact	Risk Mitigation Strategies
Staff Burnout/Capacity	High	<p>Limitations getting projects complete due to operational needs and priorities</p> <p>Customer demands including investigations alter work plans and adjust priorities</p> <p>Mistakes and missed opportunities and priorities falling off the table</p> <p>Risk of people leaving to find less stressful/demanding jobs</p>	<p>MANAGE AND REASSESS</p> <p>Assess workload each week to ensure that priority items are being addressed—</p> <p>Service level review to ensure resources are being used efficiently and with intention</p> <p>Ensure that we realistically estimate how long tasks will take when addressing public concerns/complaints</p> <p>Review workplace health policies to support work life balance</p> <p>Ensure that Directors manage workload to match current capacity.</p>
Grant Opportunities	High	<p>Possibility that grant opportunities may be missed due to timelines and resources</p> <p>Grants applied for not funded</p> <p>Staff time to complete funding applications interfering with other priorities</p>	<p>MANAGE AND REASSESS</p> <p>Ensure that shovel/shelf ready applications are made available to proceed when grants are available</p>
Supply Chain Issues	High	<p>Consistent issues with access to supply make it difficult to complete projects and keep projects and maintenance within budget and withing expected timelines.</p>	<p>MANAGE AND REASSESS</p> <p>budget and withing expected timelines</p>

Operational Risk Matrix

Risk	Probability	Potential Impact	Risk Mitigation Strategies
Strategic Plan Targets	Medium to High	Prioritizing Council Strategic Goals with other District priorities	MANAGE AND REASSESS Ensure that prioritization and updates are provided regularly to staff and Council to ensure that missed targets and achievements are communicated
Asset Management/ Replacement	Medium to High	Not being ready for asset replacement, aging infrastructure that has outlived its useful life	ACCEPT AND MANAGE Planning for asset replacement through contributions to the reserves to fund replacement– using CityWide asset management program to assist with prioritizing and preparing budgets to fund replacement Keeping staff budgeting for priority replacement where practicable
Project Delays	High	Supply chain issues Access to contractors, professionals is impacted by pandemic Capacity of staff to complete projects Increasing budgets	ACCEPT AND MANAGE Access to contractors, professionals is impacted by pandemic Be realistic in assumptions for projects Dedicate personnel to managing expectations

Ross Blackwell, Director of Corporate and Development Services/Deputy CAO

Success

- Worked with a number of development interests in relation to their investment plans
- Supported and triaged customer service relationship in matters involving bylaw enforcement, animal control, and building inspection
- Prepared supporting materials for various award submissions
- Facilitated amendments to the animal control bylaw
- Prepared zoning bylaw revisions for various properties
- Issued Development Variance Permits
- Administering the General Election
- Participated in discussions with the Province in relation to a continuum of housing
- Supported the efficient processing of building permit issuance
- Field land development related customer enquires
- Provide support to other departments



Challenges

- Managing capacity
- Limited resources within the District and within community
- Managing customer expectations

Goals and Next Steps

- Support the strategic enhancement of the downtown experience and feel
- Facilitate more in-fill development in the community
- Assess opportunities to support a more resilient local economy
- Optimize the customer experience
- Assess the opportunities/ options for the District in driving economic development
- Co-develop an asset management plan and budget for the long-term sustainability of Fire Services
- Support a service level review of utilities and operations

Noramay Isaac, Director of Financial Services

Successes

- Proud to have joined the District Financial team in October 2022. A strong and well established, dedicated team of 4 with a vast knowledge base of the requirements for the District.
- Review and approves entries for Accounts Payable, Accounts Receivable and Payroll for the District.
 - Weekly cheques are produced for invoices processed for suppliers, a total of 1803 payments in 2022
 - Quarterly Utility billings for over 1600 customers per quarter
 - Property tax notices for a total of 2183, including managing the Home Owner Grants
 - Payroll bi-weekly for Full Time & Part Time Employees, an average employee count of more than 50
 - Monitoring full time employee benefit programs, including submitting Municipal Pensions bi-weekly
- Completed and submitted the following regulatory reporting for the District:
 - 2022-2026 Financial Plan Bylaw
 - 2022 Tax Rate Bylaw
 - 2021 Audited Financial Statements
 - LDGE reporting for Financials.
 - LDGE reporting for Financial & Tax Bylaws
 - 2021 Statement of Financial Information
 - WCB, GST, PST, EHT, PAT returns
 - T4 submissions for CRA



Challenges

- Develop a team with full rotation of duties, cross training and mentorship for future succession planning
- Administer and develop the PSAS 3280—Asset Retirement Obligation (ARO) effective for all municipalities March 31, 2023 yearend

Goals and Next Steps

- Prepare 2023 budget with thorough review of Department's staffing requirements
- Prepare for 2022 Audit and financial statement preparation
- Asset Management training
- Implement more EFT payments through Accounts Payable to enhance services to our suppliers

Kam So, Director of Engineering and Operational Services

Successes

Parks

- Routine maintenance of trails, ditching and brushing are being conducted
- Downtown and seawall gardens maintained
- Playground and Trail inspections completed

Utilities

- Annual routine flushing of sewer lines
- Preventative maintenance activities are being addressed
- No water or sewer operating permit violations
- Water volume usage trending down due to increased leak detection
- Fort Rupert School and Fort Rupert Village lift station backup generators installed
- Replaced waterline along Granville St.
- Major repair of the Trustee Lift station

Public Works

- Annual routine flushing of storm lines
- Continual removal of dangerous trees around community
- Updating 5 year capital plans for road, storm, water and sewer projects.
- Annual sidewalk and road inspections completed
- Fleet renewal and ongoing maintenance
- Annual crack seal and line painting projects for roads completed
- Speedy responses to developer's and public comment requests
- Successful removal of surplus equipment within the municipal yard
- Street light cost sharing from ICBC to upgrade street lights
- New light activated crosswalk on Granville and Thunderbird Rd/Beverly Parnham Way.
- Snow and ice clearing in early months of the year
- Replacement bridge on Huddelstan Trail
- Updating Community Wildfire Protection Plan
- Work has started on the new sidewalk along Granville and Douglas Streets
- New Backhoe purchase

Challenges

- Using existing inventory information into Asset Management Database that is in a suable form needs improvements
- Several senior crew members are set to retire, will need to train and recruit new staff
- Many capital assets have reached their end of life and is need of replacement. Capital budget does not meet required replacement
- Updating many outdated work processes with employees that are not comfortable with technology



Tanya Kaul, Director of Recreation and Community Services

Successes

- Implemented Scheduling Module in Book King software designed to program all activities offered in one location viewable to the public
- Awarded GoByBike Week grant to promote awareness of alternative means of transportation and encourage ridership
- Awarded JumpStart Fund grant to host barrier free activities for those with financial barriers and disabilities
- Launched largest Spring and Summer guides to date
- Offered 13 unique summer camps for ages 3 to 12 with maximum registration in each
- Reached 4,000+ hits on social media posts via Facebook
- Reached 1,121 active clients in Book King software
- Won first place in Filomi Days Parade in best commercial float and best overall categories
- Hired additional Skate Patrollers to meet demands of waitlisted Learn to Skate programs
- Rolled out fall sponsorship program to local businesses and organizations interested in donating to Winter Wonderland Skate, New Year's Eve Party, and Christmas Holiday Skates
- Continued with Arena upgrades: interior painting and exterior doors, replaced Lexan around rink advertisements, built dedicated ladies' changeroom and lunchroom
- Completed capital projects: replacement of hot water tank in Olympia room, flashing installed on exterior Arena walls, and exterior painting of Civic Centre



Challenges

- Attracting skilled labour and retaining talent due to widespread labour shortage
- Limited staff capacity for undertaking Department wide initiatives
- Finding time to update procedures, outdated policies, and job descriptions
- Meeting the community's demand for more spaces in popular programs that reach maximum capacity during early bird registration period
- Competing demands for space to host simultaneous programs

Goals and Next Steps

- Prepare 2023 budget with thorough review of Department's staffing requirements

CORPORATE SERVICES

Administration



380 Followers
+1.3%

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.



1954 Followers
+13%

Carried out administration associated with business licensing, dog licensing, open burning and sign permits.



730 Followers
+16%

The District opened 53 bylaw enforcement files (down 25% from 2021).

The breakdown is as follows:

Animal Control: 10
Building: 3
Burning: 1
Business: 8
Drainage: 2
Fire Inspection: 1
Garbage: 10
Noise: 1
Signs: 2
Traffic: 7
Unsightly: 8

Bylaw Enforcement Services

Bylaws created or amended in 2022:

- Tax Rates 2022
- Financial Plan 2022-2026
- Elections Procedures
- Permissive Tax Exemptions
- Council Remuneration
- Revenue Anticipation Borrowing Bylaw
- User Rates and Fees for 2022
- Zoning Amendments



2022 GENERAL ELECTION

At the close of the nomination period on September 9th, 2022, the Chief Election Officer received two nominations for the office of Mayor and five nominations for the office of Councillor, as a result the insufficient nominations for the office of Councillor the nomination period was extended to 4:00 pm on September 12, 2022 (Local Government Act s.97). At the end of the extension the Chief Election Officer declared that there were two nominations for Mayor and eight nominations for Councillor. In addition, three nominations were received for the three positions of School Trustee for Electoral Area 1 with the Board of Education of School District No. 85. On Tuesday, September 20, 2022, a "Declaration of Election by Voting" was made concerning the offices of Mayor and Councillor for the District of Port Hardy, and a "Declaration of Acclamation" was made concerning the three positions for the office of School Trustee. Due to complications with the receipt of a candidate's original nomination papers, a Ministerial Order issued on September 22, 2022, was obtained to extend the deadline for receiving the original nomination documents by the Chief Election Officer.

One advance voting opportunity was facilitated at the Municipal Hall on October 5, 2022. Mail ballots were accepted by the Chief Election Officer for the period of October 3 -15, 2022. A total of 159 electors voted during these two opportunities. On the October 15, 2022, general voting day, a total of 709 electors voted (down from 710 electors in 2018), bringing the combined total to 868, which is 29.3% of an estimated 2968 registered eligible electors (down from 1147 electors or 37.2% in 2018). The official results of the 2022 General Local Election are listed below.



CANDIDATE	FOR THE OFFICE OF MAYOR		FOR THE OFFICE OF COUNCILLOR							
	CORBETT -LABATT	GUY	ROBERTSON	TIDBURY	DUGAS	SMITH	DORWARD	KEAMO	TEXMO	SALSKI
Advance Voting Opportunity: October 5, 2022	119	21	101	99	120	101	117	58	121	51
General Voting Day: October 15, 2022	542	141	399	431	487	423	520	345	601	266
Mail Ballot Voting	11	1	10	10	11	8	9	5	12	1
TOTAL NUMBER OF VOTES	672	163	510	540	618	532	646	408	734	318

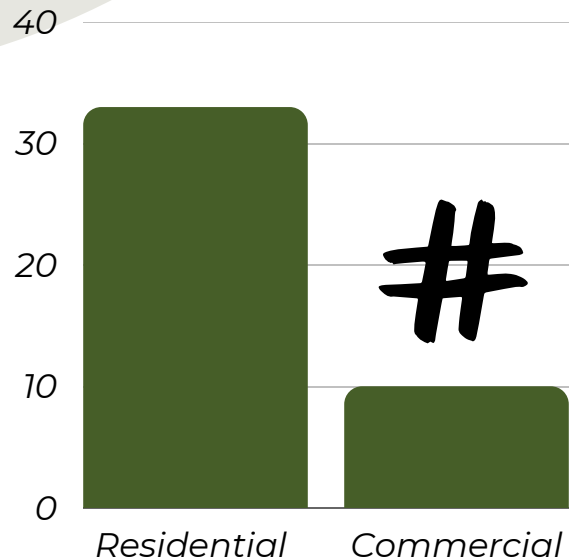
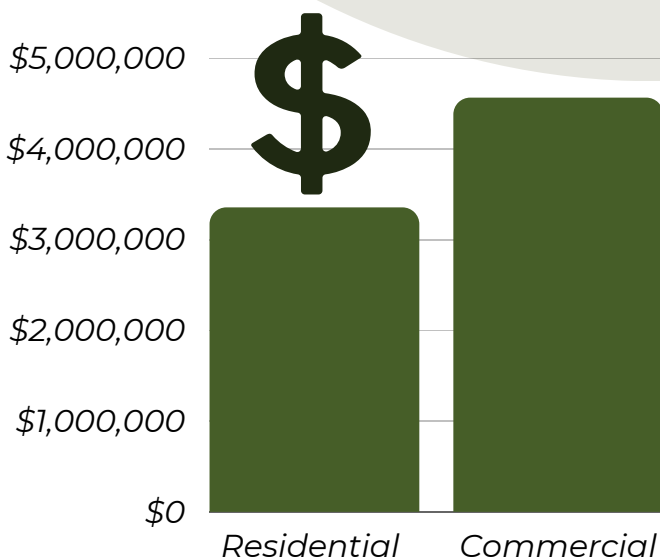
BUILDING PERMITS

Residential

<i>Nature of Permit</i>	<i># of Permits</i>	<i>\$ Value</i>
<i>New Dwelling Units</i>	4	\$2,096,000
<i>Mobile Home Installations</i>	5	\$48,400
<i>Additions/Renovations</i>	5	\$885,000
<i>New Accessory</i>	15	\$322,650
<i>Demolitions</i>	3	\$0.00

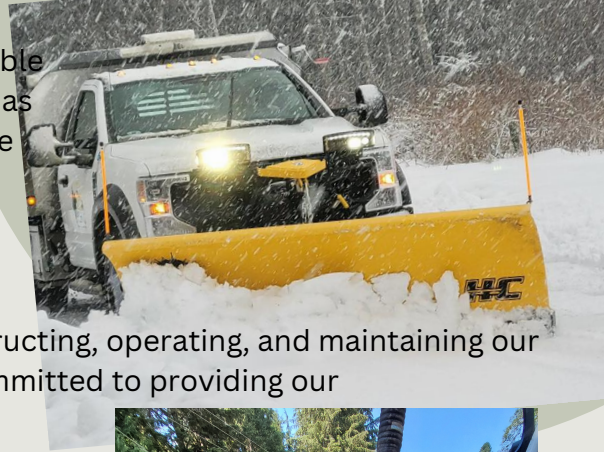
Commercial

<i>Nature of Permit</i>	<i># of Permits</i>	<i>\$ Value</i>
<i>New Buildings</i>	5	\$4,382,140
<i>Additions/Rennovations</i>	5	\$179,720



OPERATIONAL SERVICES

The Public Works department plays a crucial role in maintaining and enhancing the infrastructure of Port Hardy. As a department responsible for the construction, maintenance, and repair of public facilities such as roads, bridges, parks, and other District Assets, it is essential to ensure the safety and well-being of our residents. The department's tireless efforts in improving the quality of our public amenities have been instrumental in enhancing the livability of our community.



The Utilities Department is responsible for planning, designing, constructing, operating, and maintaining our community's water, wastewater, and stormwater systems. We are committed to providing our customers with safe, reliable, sustainable utility services.

In this annual report, we will highlight the accomplishments, challenges, and plans of the Operational Services department, which has been instrumental in advancing our city's growth and prosperity.

Construction projects: Active Transportation Sidewalk project along Granville and Douglas St, the Inner City Trail Bridge, the new Salt and Sand Shed in the Municipal Yard and the Light Activated Crosswalk across from the Hospital.



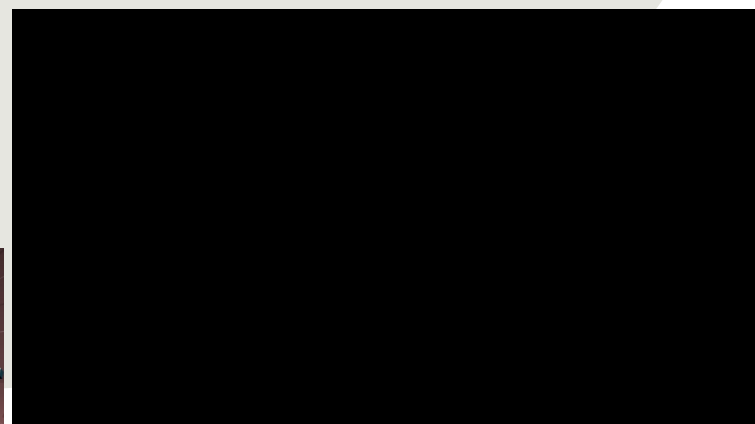
Infrastructure maintenance: Ensured the safety and functionality of public infrastructure through various maintenance activities such as crack seal repairs on municipal roads, road grading on Storey's Beach Road and parking lots, building maintenance, culvert repairs, ditching and brushing maintenance, weekly garbage removal, brush bin maintenance and removal, annual sidewalk and road inspections, monthly parks inspections, and burial services.

Sustainability initiatives: Took proactive measures to reduce environmental impact by implementing LED light replacement along Granville and Park Drive.



Emergency response efforts: Responded to emergencies such as dangerous tree assessment and removal, power outages, and responding to property owner's water and wastewater emergencies, environmental response mitigation, and updating the Community Wildfire Plan.

Community engagement: Engaged with the community through various activities, such as working with local schools to conduct community service activities, Public Works Week, Adopt a Street project, Annual Spring Clean up, and the Annual Christmas Lights on Market Street.



Water system: In the past year, we continued to provide high-quality drinking water to the residents of Port Hardy and the surrounding area. We completed several projects, including improvements to the Water Treatment Plant's control panels and communication systems. We have continued implementing a water meter program and water restriction program to encourage our customers to conserve water and reduce their water consumption.



Wastewater system: We successfully treated and disposed of wastewater in compliance with all applicable regulations. We upgraded our wastewater treatment plant to improve the efficiency and effectiveness of our treatment process. We also conducted sewer line cleaning and inspection to prevent blockages and backups. Installed two new emergency backup generators at the Fort Rupert Village and Fort Rupert School lift stations.



Stormwater system: Our stormwater system is critical to preventing flooding and protecting water body quality. We conducted storm drain cleaning and inspection to ensure proper function and maintenance.

Customer service: We continued to provide excellent customer service by promptly responding to customer inquiries, concerns and issues.

Innovation and technology: Implemented innovative approaches, such as using drones for bridge inspections and smart sensors to monitor water usage to improve operations and services.

Budget and financial management: Maximized the operating budget to provide high-quality service to the public.

Workforce development: Employees were fully utilized in safety and operations-related training.

Awards and recognition: Recognized the crew for their efforts during 2022-23 winter events as providing high-quality service to the public by management.



Future plans: Planning to continue asset management and fleet maintenance data collection and prioritization governance for the future.



Asset Management: Upgraded our mapping database to better respond to emergencies and compile a better inventory of district assets. **Environmental Stewardship:** We are committed to protecting our environment and natural resources. We implemented several sustainability initiatives, including using environmentally friendly chemicals in our treatment processes. Investigating and repairing water main leaks as soon as they are discovered.

Challenges: We faced several challenges in the past year, including aging infrastructure, increasing regulatory requirements, and limited funding. We are working to address these challenges by developing long-term infrastructure plans, seeking grant funding opportunities, and exploring partnerships with other agencies. Power outages have caused strain on our continuous delivery of services. Watermain breaks have caused strains on the ability to re-fill water reservoirs.

Conclusion: The Utilities Department is dedicated to providing our community with safe, reliable, and sustainable utility services. We will continue to strive for excellence in our operations and maintenance.



WATER TREATMENT PLANT & DISTRIBUTION SYSTEM



Operations Performance Annual Report 2022
Facility Numbers 529 & 155



DISTRICT OF PORT HARDY



Tsulquate Wastewater Operations Report
ANNUAL REPORT 2022
OPERATIONAL CERTIFICATE NUMBER ME-00385



DISTRICT OF PORT HARDY



AIRPORT WASTEWATER OPERATIONS REPORT
ANNUAL REPORT 2022
OPERATIONAL CERTIFICATE NUMBER ME-105299





WATER TREATMENT PLANT & DISTRIBUTION SYSTEM



Operations Performance Annual Report 2022

Facility Numbers 529 & 155

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 2020, 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 two Level III Water Distribution Operator.

Operator	Title	Certification
Joe Jewell	Utilities Supervisor	WT IV, WD III, WWT II, WWC II
Justin Reusch	Chief Operator	WT III, WD III, WWT II, WWC I
Roland LeFort	Operator	WWT III, WT III, WWC I
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WT I, WWT II, Cross Connection
Patrick Traverse	Labourer	Not Certified
Owain Jewell	Labourer	Not Certified

WATER TREATMENT PLANT

Throughout 2020, 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.

CAPITAL PROJECTS

Most capital projects in 2022 were delayed due to supply chain issues. Labour was limited due to the Coronavirus pandemic. The filter header repair project was postponed due to another project taking priority. The engineering is planned for 2023. A new treated water pump was ordered in 2021. After several delays from the supplier, all the parts have arrived. Final commissioning will occur in early 2023. A new heat pump was installed at the water plant this summer. The unit's electrical breakers arrived in late December. The system will help keep the electrical room cooler, reducing the amount of blown fuses due to heat.

HIGHLIGHTS:

- No violations to permit in 2022
- 1552 ML of water were produced in 2022
- 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 2 was later implemented and held after the normal October cutoff due to a lack of precipitation
- Several power outages occurred in 2022
- A new lime pump was purchased
- All flocculation and DAF tanks were taken offline for maintenance in January. Bearings were replaced and headers cleaned
- Community members have opted to run their taps to avoid pipes from freezing during the cold weather in December causing increased demand for water and puts the community at risk if there was to be a fire or a malfunction at the water plant or in the distribution system. Water demand was almost double the daily average (4.4 ML/d vs 7.5 ML/d). December was our highest water production month of 2022
- A electrical connection servicing a heater was found to be arcing at the water plant and was replaced

WATER DISTRIBUTION SYSTEM

In 2020, 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 (m³) 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 ensuring 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.

CAPITAL PROJECTS

In 2022, mapping of the water distribution system commenced using the new ArcGIS software and antenna purchased. Several changes are being vetted to make the interface more useable. This will be moved into Operations and Maintenance.

ADDITIONAL HIGHLIGHTS:

- All fire hydrants were "B" Serviced this year. Hydrants were also stripped and repainted
- Water main clearing continued to keep our infrastructure accessible
- Backflow preventors were all tested and serviced
- Several commercial meters were either replaced or adjusted to be radio read units. This initiative has reduced the time required to read meters by half
- Emergency power generators were serviced and load bank tested in October
- Cold weather in late December caused high water demands. Many commercial users had broken lines that unnecessarily wasted water for several days. Operator spent many hours locating these leaks and contacting the property owners to reduce water consumption

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, sewage liftstations with a washdown hose, public sani dumps and public gardens. In August, all District Backflow assemblies were tested and recertified.

WATER WISE PROGRAM CONTINUATION

A total of 165 water 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.

Continuing from 2021, touch read meters have either been replaced or modified to be radio read meters. This has greatly reduced the amount of time required to read the meters for billing.

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	26	24	27	25	27	26	26	27	26	26	26	26	312
Reservoir Water pH Daily Grab Sample or Continuous 6.5 - 8.5	31	28	31	30	31	30	31	31	30	31	30	31	365
Colour (Reservoir) AO: <= 15 TCU	26	24	27	25	27	26	26	27	26	26	26	26	312
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	47	46	48	55	53	46	46	46	48	46	46	575
Turbidity (Distribution) Grab Samples	48	47	46	48	55	53	46	46	46	48	46	46	575
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	12	12	12	12	12	12	12	12	12	12	12	144
Total Coliforms 11 per month Distribution, 1 Raw MAC: 0 CFU/100mL	12	12	12	12	12	12	12	12	12	12	12	12	144
Chemical and Physical Parameter Tests Once every 5 years													0
Trihalomethanes & Haloacetic Acids (THMs & HAAs) Quarterly <0.100 mg/L annual average	2			1			1			1			5
Monthly Report 15 th of the following month	1	1	1	1	1	1	1	1	1	1	1	1	12
Annual Report Before January 31 st	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	1	1	1	1	1	1	1	12
Worksite Inspections	1	1	1	1	1	1	1	1	1	1	1	1	12
Kain's Lake Dam Inspections	0	0	2	2	3	2	2	2	2	4	0	0	19
Water Service Locates	2	6	2	4	4	1	6	4	10	4	4	8	55
Water Service Repairs	0	2	1	1	4	0	0	0	1	0	2	2	13
Water Main Repairs	0	0	0	0	0	0	0	0	1	0	0	0	1
BC One Calls	0	7	31	6	7	11	10	10	14	12	10	14	132
PRV Inspections	0	11	0	2	0	0	11	11	11	11	11	0	68
ERP Exercises	0	0	0	1	0	0	0	0	0	0	0	0	1
Power Outages	3	3	1	1	3	1	0	2	0	1	1	0	16
Air Valve Inspections	0	0	0	0	0	0	0	0	0	0	32	0	32
Mainline Valve Locates/Inspections	0	1	4	3	2	4	2	10	10	0	4	6	46
Hydrant A - Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Hydrant B - Services	0	0	1	65	34	32	32	12	25	0	0	0	201

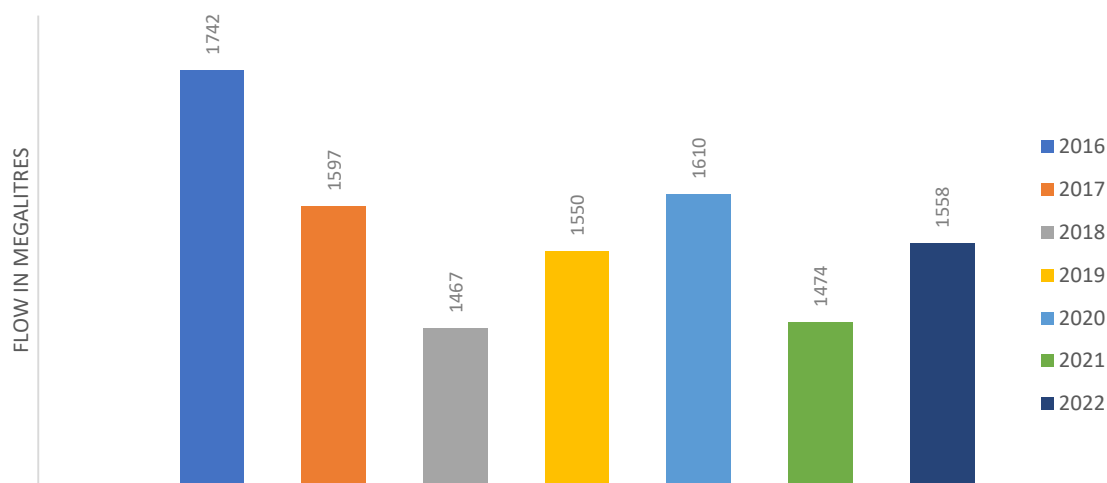
RAW AND TREATED WATER PRODUCTION

Water Plant Data													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Raw Water Pumped in ML	146	127	130	119	125	127	139	141	131	131	139	144	1599
Treated Water Production in ML	141	124	127	118	122	123	136	137	127	127	130	139	1552
Rainfall in mm	185	109	125	101	98.6	47	15	10.4	67.7	124.8	172.4	156.8	1212
Backwashes	36	32	36	32	37	36	34	35	34	34	35	36	417

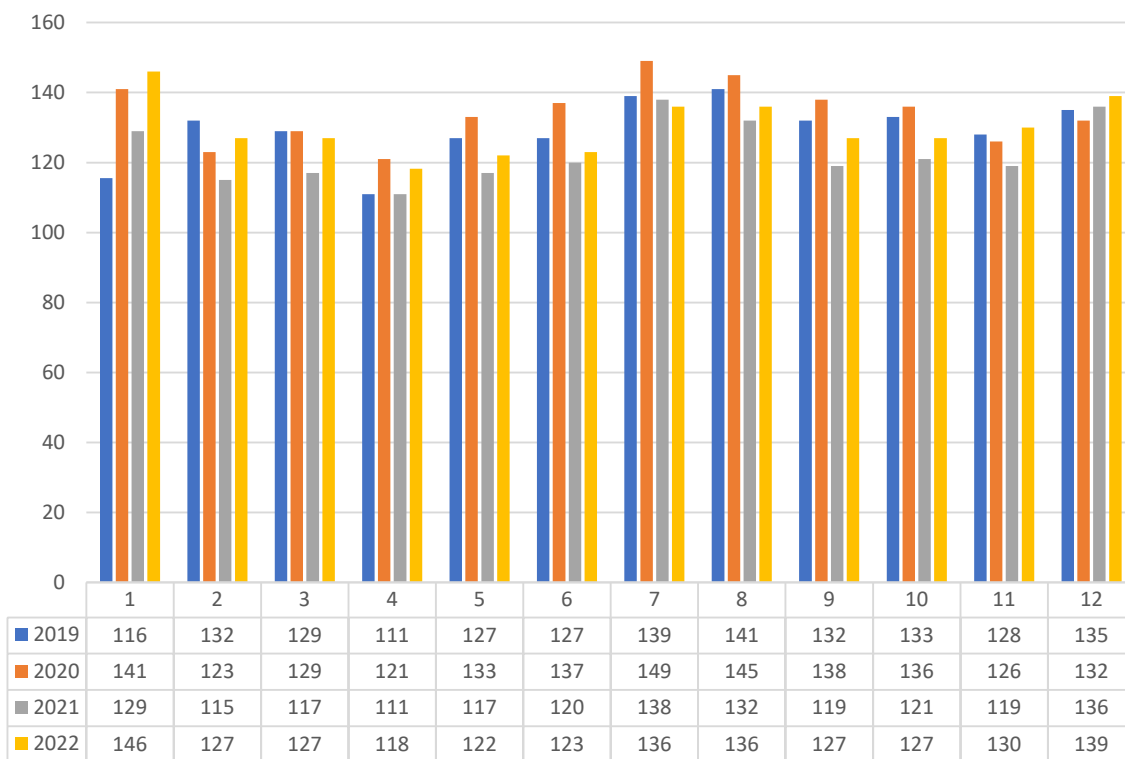
CHEMICAL USAGE

	January	February	March	April	May	June	July	August	September	October	November	December	Total
ISOPAC 6 Coagulant in kg	4843	4950	5523	4315	4880	5167	5154	3764	4327	4630	6214	5557	59324
Soda Ash in kg	1544	1839	1816	1339	1634	1453	1385	726	1044	1022	1998	1771	17570
Filter Aid (LT20) in kg	0.98	0.89	0.86	0.81	0.80	0.90	0.97	0.48	0.46	0.47	0.58	0.92	9.12
Salt for Chlorine Generator in kg	740	500	540	560	700	720	700	840	700	560	860	700	8120
Liquid Sodium Hypochlorite 12% in kg	0	0	0	280	0	0	0	0	0	0	0	0	280
Lime in kg	2545	2286	2863	2646	2695	2287	2701	2701	2798	2858	2624	2547	31551
Carbon Dioxide in kg	2471	2723	2576	2582	2479	2116	3163	3081	3001	2469	3203	2746	32610

WATER PRODUCTION 2016 - 2022



Water Production 2019 to 2022 in ML



DISTRIBUTION WATER QUALITY AND BACTERIOLOGICAL RESULTS

January					February					March				
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	01/04/22	0.6	0.32	7.7	Chatham Avenue	02/07/22	0.6	0.18	7.8	Chatham Avenue	03/07/22	0.6	0.18	7.8
	01/10/22	0.6	0.17	7.8		02/14/22	0.7	0.18	7.8		03/14/22	0.6	0.20	7.8
	01/17/22	0.6	0.22	7.8		02/22/22	0.6	0.15	7.9		03/21/22	0.5	0.16	7.9
	01/24/22	0.6	0.19	7.8		02/28/22	0.5	0.24	7.9		03/28/22	0.5	0.16	7.8
	01/31/22	0.6	0.17	7.8										
Peel Street Liftstation	01/04/22	0.8	0.45	7.4	Peel Street Liftstation	02/07/22	0.9	0.14	7.6	Peel Street Liftstation	03/07/22	0.8	0.16	7.6
	01/10/22	0.9	0.17	7.6		02/14/22	0.7	0.14	7.6		03/14/22	0.8	0.13	7.7
	01/17/22	0.7	0.49	7.6		02/22/22	0.7	0.17	7.6		03/21/22	0.7	0.18	7.7
	01/24/22	0.8	0.26	7.5		02/28/22	0.7	0.14	7.7		03/28/22	0.7	0.16	7.7
	01/31/22	0.7	0.16	7.7										
Airport Wastewater Treatment Plant	01/04/22	0.5	0.17	7.6	Airport Wastewater Treatment Plant	02/07/22	0.6	0.22	7.7	Airport Wastewater Treatment Plant	03/07/22	0.5	0.20	7.7
	01/10/22	0.6	0.66	7.7		02/14/22	0.6	0.22	7.6		03/14/22	0.5	0.36	7.7
	01/17/22	0.8	0.40	7.6		02/22/22	0.5	0.27	7.7		03/21/22	0.5	0.31	7.8
	01/24/22	0.6	0.20	7.6		02/28/22	0.6	0.49	7.8		03/28/22	0.5	0.22	7.7
	01/31/22	0.5	0.22	7.8										
Public Works Yard	01/04/22	0.8	0.21	7.5	Public Works Yard	02/07/22	1.1	0.70	7.6	Public Works Yard	03/07/22	0.9	0.19	7.7
	01/10/22	1.0	0.52	7.7		02/14/22	0.9	0.20	7.5		03/14/22	0.9	0.19	7.6
	01/17/22	1.0	0.24	8.1		02/22/22	0.9	0.23	7.5		03/21/22	0.7	0.21	7.7
	01/24/22	0.8	0.23	7.5		02/28/22	0.8	0.19	7.7		03/28/22	0.8	0.21	8.4
	01/31/22	0.8	0.30	7.6										
Eagleview School	01/04/22	0.7	0.27	7.6	Eagleview School	02/07/22	0.6	0.19	7.9	Eagleview School	03/07/22	0.7	0.19	7.7
	01/10/22	0.7	0.21	8.2		02/14/22	0.5	0.24	7.5		03/14/22	0.5	0.23	7.7
	01/17/22	0.8	0.42	7.9		02/22/22	0.9	0.36	7.7		03/21/22	0.4	0.29	7.9
	01/24/22	0.7	0.45	7.6		02/28/22	0.7	0.22	7.8		03/28/22	0.2	0.21	7.7
	01/31/22	0.6	0.23	7.8										
Bear Cove Reservoir	01/04/22	0.8	0.34	7.5	Bear Cove Reservoir	02/07/22	0.9	0.24	7.6	Bear Cove Reservoir	03/07/22	0.8	0.15	7.6
	01/10/22	0.9	0.23	7.7		02/14/22	0.7	0.18	7.6		03/14/22	0.7	0.28	7.6
	01/17/22	0.9	0.30	7.7		02/22/22	0.7	0.20	7.6		03/21/22	0.8	0.16	7.8
	01/24/22	0.8	0.19	7.5		02/28/22	0.7	0.17	7.7		03/28/22	0.6	0.31	7.7
	01/31/22	0.8	0.22	7.6										
Ferry Terminal	01/04/22	0.7	0.18	7.5	Ferry Terminal	02/07/22	0.9	0.26	7.6	Ferry Terminal	03/07/22	0.7	0.13	7.5
	01/10/22	0.7	0.24	7.6		02/14/22	0.8	0.17	7.6		03/14/22	0.6	0.23	7.7
	01/17/22	0.8	0.49	7.6		02/22/22	0.7	0.21	7.6		03/21/22	0.7	0.15	7.6
	01/24/22	0.7	0.17	7.6		02/28/22	0.7	0.13	7.7		03/28/22	0.6	0.17	7.7
	01/31/22	0.8	0.23	7.7										
Highway 19 PRV	01/04/22	1.0	0.22	7.5	Highway 19 PRV	02/07/22	1.0	0.33	7.6	Highway 19 PRV	03/07/22	0.9	0.18	7.7
	01/10/22	1.1	0.16	7.7		02/14/22	0.8	0.24	7.5		03/14/22	1.0	0.17	7.5
	01/17/22	1.1	0.42	7.7		02/22/22	0.9	0.15	7.6		03/21/22	0.8	0.15	7.9
	01/24/22	0.9	0.32	7.6		02/28/22	0.8	0.25	7.7		03/28/22	0.8	0.18	7.8
	01/31/22	0.9	0.28	7.6										
Average		0.8	0.28	7.7	Average		0.7	0.23	7.6	Average		0.7	0.20	7.7
Minimum		0.5	0.16	7.4	Minimum		0.5	0.13	7.5	Minimum		0.2	0.13	7.5
Maximum		1.1	0.66	8.2	Maximum		1.1	0.70	7.9	Maximum		1.0	0.36	8.4
April					May					June				
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	04/04/22	0.3	0.16	7.6	Chatham Avenue	05/02/22	0.5	0.22	7.8	Chatham Avenue	06/06/22	0.3	0.18	7.6
	04/12/22	0.5	0.19	7.8		05/09/22	0.4	0.14	7.8		06/13/22	0.3	0.16	7.7
	04/19/22	0.5	0.17	7.8		05/16/22	0.4	0.35	7.7		06/20/22	0.2	0.13	7.8
	04/25/22	0.5	0.18	7.9		05/24/22	0.5	0.12	7.8		06/27/22	0.3	0.18	7.9
						05/30/22	0.3	0.22	7.9					
Peel Street Liftstation	04/04/22	0.6	0.21	7.0	Peel Street Liftstation	05/02/22	0.7	0.14	7.6	Peel Street Liftstation	06/06/22	0.5	0.15	7.5
	04/12/22	0.7	0.18	7.7		05/09/22	0.6	0.19	7.5		06/13/22	0.5	0.15	7.6
	04/19/22	0.7	0.23	7.5		05/16/22	0.6	0.19	7.5		06/20/22	0.5	0.17	7.7
	04/25/22	0.7	0.17	7.6		05/24/22	0.6	0.26	7.6		06/27/22	0.4	0.16	7.5
						05/30/22	0.6	0.22	7.5					
Airport Wastewater Treatment Plant	04/04/22	0.5	0.32	7.7	Airport Wastewater Treatment Plant	05/02/22	0.4	0.19	7.6	Airport Wastewater Treatment Plant	06/06/22	0.3	0.21	7.5
	04/12/22	0.5	0.27	7.8		05/09/22	0.3	0.19	7.6		06/13/22	0.2	0.19	7.6
	04/19/22	0.4	0.21	7.7		05/16/22	0.4	0.22	7.7		06/20/22	0.3	0.34	7.7
	04/25/22	0.5	0.23	7.7		05/24/22	0.4	0.17	7.5		06/27/22	0.4	0.27	7.7
						05/30/22	0.3	0.20	7.8					
Public Works Yard	04/04/22	0.6	0.15	7.5	Public Works Yard	05/02/22	0.7	0.24	7.5	Public Works Yard	06/06/22	0.7	0.14	7.5
	04/11/22	0.8	0.21	7.9		05/09/22	0.4	0.17	7.7		06/13/22	0.6	0.22	7.6
	04/19/22	0.6	0.18	7.8		05/16/22	0.7	0.17	7.6		06/20/22	0.6	0.36	7.7
	04/25/22	0.7	0.17	7.8		05/24/22	0.7	0.56	7.9		06/27/22	0.3	0.15	7.9
						05/30/22	0.6	0.38	7.7					
Eagleview School	04/04/22	0.6	0.34	7.6	Eagleview School	05/02/22	0.3	0.23	7.6	Eagleview School	06/06/22	0.4	0.31	7.5
	04/12/22	0.5	0.19	7.7		05/09/22	0.4	0.23	7.5		06/13/22	0.5	0.19	7.6
	04/19/22	0.5	0.20	7.7		05/16/22	0.5	0.17	7.6		06/20/22	0.6	0.36	7.7
	04/25/22	0.5	0.30	7.7		05/24/22	0.4	0.18	7.7		06/27/22	0.3	0.16	7.6
						05/30/22	0.4	0.25	7.6					
Bear Cove Reservoir	04/04/22	0.7	0.30	7.6	Bear Cove Reservoir	05/02/22	1.0	0.23	7.5	Bear Cove Reservoir	06/06/22	0.6	0.17	7.5
	04/12/22	0.8	0.23	7.6		05/09/22	0.6	0.17	7.5		06/13/22	0.5	0.21	7.5
	04/19/22	0.7	0.23	7.6		05/16/22	0.6	0.36	7.6		06/20/22	0.6	0.14	7.7
	04/25/22	0.7	0.25	7.7		05/24/22	0.5	0.12	7.7		06/27/22	0.4	0.19	7.5
						05/30/22	0.6	0.28	7.4					
Ferry Terminal	04/04/22	0.6	0.40	7.7	Ferry Terminal	05/02/22	0.6	0.15	7.6	Ferry Terminal	06/06/22	0.6	0.20	7.4
	04/11/22	0.4	0.57	7.6		05/09/22	0.6	0.19	7.5		06/13/22	0.3	0.15	7.2
	04/19/22	0.7	0.21	7.5		05/16/22	0.6	0.19	7.6		06/20/22	0.5	0.08	7.6
	04/25/22	0.8	0.18	7.8		05/24/22	0.6	0.26	7.6		06/27/22	0.4	0.19	7.5
						05/30/22	0.6	0.18	7.5					
Highway 19 PRV	04/04/22	0.8	0.23	7.6	Highway 19 PRV	05/02/22	0.8	0.17	7.6	Highway 19 PRV	06/06/22	0.8	0.19	7.4
	04/12/22	1.0	0.22	7.5		05/09/22	0.8	0.24	7.4		06/13/22	0.7	0.19	7.6
	04/19/22	1.0	0.17	7.7		05/16/22	0.8	0.29	7.7		06/20/22	0.6	0.16	7.7
	04/25/22	0.9	0.18	7.7		05/24/22	0.8	0.41	7.8		06/27/22	0.7	0.23	7.6
						05/30/22	0.7	0.31	7.6					
Average		0.6	0.23	7.7	Average		0.6	0.23	7.6	Average		0.5	0.20	7.6
Minimum		0.3	0.15	7.0	Minimum		0.3	0.12	7.4	Minimum		0.2	0.08	7.2
Maximum		1.0	0.57	7.9	Maximum		1.0	0.56	7.9	Maximum		0.8	0.36	7.9

July					August					September				
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	07/04/22	0.5	0.16	7.8	Chatham Avenue	08/02/22	0.4	0.15	7.6	Chatham Avenue	09/06/22	0.5	0.15	7.6
	07/11/22	0.5	0.11	7.6		08/08/22	0.4	0.13	7.8		09/12/22	0.5	0.17	7.7
	07/18/22	0.3	0.15	7.8		08/15/22	0.5	0.40	7.7		09/20/22	0.5	0.17	7.7
	07/25/22	0.4	0.20	7.9		08/22/22	0.5	0.17	7.6		09/26/22	0.4	0.19	7.8
Peel Street Liftstation	07/04/22	0.7	0.18	7.5	Peel Street Liftstation	08/02/22	0.6	0.15	7.5	Peel Street Liftstation	09/06/22	0.6	0.16	7.5
	07/11/22	0.5	0.11	7.5		08/08/22	0.7	0.16	7.7		09/12/22	0.9	0.16	7.6
	07/18/22	0.6	0.07	7.7		08/15/22	0.6	0.44	7.6		09/20/22	0.7	0.19	7.6
	07/25/22	0.6	0.18	7.7		08/22/22	0.6	0.17	7.6		09/26/22	0.6	0.18	7.7
Airport Wastewater Treatment Plant	07/04/22	0.3	0.19	7.7	Airport Wastewater Treatment Plant	08/02/22	0.2	0.19	7.6	Airport Wastewater Treatment Plant	09/06/22	0.4	0.15	7.5
	07/11/22	0.2	0.22	7.5		08/08/22	0.1	0.25	7.7		09/12/22	0.2	0.17	7.5
	07/18/22	0.2	0.24	7.7		08/15/22	0.2	0.36	7.7		09/20/22	0.7	0.26	7.5
	07/25/22	0.3	0.11	7.7		08/22/22	0.3	0.30	7.5		09/26/22	0.3	0.22	7.8
Public Works Yard	07/04/22	0.6	0.15	7.2	Public Works Yard	08/02/22	0.4	0.20	7.8	Public Works Yard	09/06/22	0.4	0.25	7.8
	07/11/22	0.2	0.17	7.7		08/08/22	0.7	0.21	7.6		09/12/22	0.9	0.24	7.7
	07/18/22	0.2	0.30	7.9		08/15/22	0.6	0.30	7.5		09/20/22	0.6	0.17	7.6
	07/25/22	0.2	0.18	7.7		08/22/22	0.6	0.24	7.4		09/26/22	0.6	0.20	7.7
Eagleview School	07/11/22	0.3	0.29	7.6	Eagleview School	08/02/22	0.2	0.49	7.8	Eagleview School	09/06/22	0.4	0.26	7.5
		Closed				08/08/22	0.2	0.53	7.9		09/12/22	0.4	0.25	7.6
	07/25/22	0.5	0.87	7.9		08/15/22	0.1	0.43	7.8		09/20/22	0.4	0.18	7.7
		Closed				08/22/22	0.2	0.40	7.6		09/26/22	0.2	0.23	7.9
Bear Cove Reservoir	07/04/22	0.4	0.16	7.6	Bear Cove Reservoir	08/02/22	0.3	0.16	7.6	Bear Cove Reservoir	09/06/22	0.4	0.27	7.5
	07/11/22	0.3	0.17	7.6		08/08/22	0.4	0.25	7.7		09/12/22	0.8	0.17	7.6
	07/18/22	0.3	0.17	7.8		08/15/22	0.5	0.74	7.6		09/20/22	0.5	0.21	7.6
	07/25/22	0.4	0.20	7.8		08/22/22	0.4	0.28	7.3		09/27/22	0.4	0.27	7.7
Ferry Terminal	07/04/22	0.5	0.15	7.5	Ferry Terminal	08/02/22	0.3	0.14	7.5	Ferry Terminal	09/06/22	0.5	0.22	7.6
	07/11/22	0.5	0.17	7.5		08/08/22	0.3	0.17	7.7		09/12/22	0.5	0.22	7.6
	07/18/22	0.2	0.16	7.6		08/15/22	0.4	0.62	7.6		09/20/22	0.4	0.20	7.5
	07/25/22	0.5	0.28	7.8		08/22/22	0.4	0.40	7.5		09/26/22	0.4	0.31	7.7
Highway 19 PRV	07/04/22	0.8	0.18	7.8	Highway 19 PRV	08/02/22	0.7	0.27	7.9	Highway 19 PRV	09/06/22	0.7	0.22	7.5
	07/11/22	0.7	0.29	7.7		08/08/22	0.7	0.18	7.7		09/12/22	1.0	0.23	7.4
	07/18/22	0.8	0.41	7.9		08/15/22	0.8	0.17	7.7		09/20/22	0.9	0.17	7.7
	07/25/22	0.8	0.21	7.7		08/22/22	0.8	0.31	7.6		09/26/22	0.6	0.20	7.8
Average		0.4	0.21	7.7	Average		0.4	0.29	7.6	Average		0.5	0.21	7.6
Minimum		0.2	0.87	7.2	Minimum		0.1	0.74	7.3	Minimum		0.2	0.15	7.4
Maximum		0.8	0.87	7.9	Maximum		0.8	0.74	7.9	Maximum		1.0	0.31	7.9
October					November					December				
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	10/03/22	0.3	0.20	7.9	Chatham Avenue	11/07/22	0.2	0.21	7.7	Chatham Avenue	12/05/22	0.4	0.23	7.8
	10/11/22	0.3	0.23	8.0		11/14/22	0.4	0.19	8.0		12/12/22	0.5	0.17	8.0
	10/17/22	0.4	0.17	8.1		11/21/22	0.4	0.19	7.6		12/14/22	0.5	0.21	7.8
	10/24/22	0.4	0.18	8.1		11/28/22	0.2	0.19	7.8		12/19/22	0.4	0.23	7.8
Peel Street Liftstation	10/03/22	0.6	0.17	7.6	Peel Street Liftstation	11/07/22	0.7	0.18	7.5	Peel Street Liftstation	12/27/22	0.5	0.21	8.0
	10/11/22	0.6	0.27	7.7		11/14/22	0.8	0.21	7.7		12/05/22	0.6	0.27	7.8
	10/17/22	0.7	0.13	7.7		11/21/22	0.6	0.15	7.6		12/12/22	0.8	0.18	7.8
	10/24/22	0.8	0.16	7.7		11/28/22	0.6	0.19	7.5		12/14/22	0.7	0.23	7.7
Airport Wastewater Treatment Plant	10/03/22	0.3	0.17	7.7	Airport Wastewater Treatment Plant	11/07/22	0.1	0.17	7.7	Airport Wastewater Treatment Plant	12/19/22	0.5	0.25	7.8
	10/11/22	0.3	0.23	7.9		11/14/22	0.4	0.24	7.8		12/27/22	0.8	0.19	7.6
	10/17/22	0.3	0.23	7.9		11/21/22	0.3	0.24	7.7		12/05/22	0.4	0.26	7.8
	10/24/22	0.2	0.20	7.8		11/28/22	0.1	0.24	7.6		12/12/22	0.4	0.27	7.9
Public Works Yard	10/03/22	0.6	0.22	7.8	Public Works Yard	11/07/22	0.8	0.23	7.6	Public Works Yard	12/19/22	0.4	0.25	7.8
	10/11/22	0.5	0.27	7.9		11/14/22	0.8	0.18	7.5		12/27/22	0.7	0.36	7.7
	10/17/22	0.9	0.23	7.8		11/21/22	0.6	0.16	7.4					
	10/24/22	0.7	0.17	7.8		11/28/22	0.7	0.17	7.5					
Eagleview School	10/03/22	0.3	0.19	7.7	Eagleview School	11/07/22	0.7	0.28	7.7	Eagleview School	12/05/22	0.7	0.17	7.9
	10/11/22	0.2	0.20	7.9		11/14/22	0.6	0.26	7.7		12/12/22	1.0	0.21	7.8
	10/17/22	0.2	0.23	8.4		11/21/22	0.0	0.25	8.3		12/14/22	0.9	0.18	7.9
	10/24/22	0.1	0.23	8.4		11/28/22	0.3	0.20	8.1		12/19/22	0.5	0.33	8.2
Bear Cove Reservoir	10/03/22	0.3	0.15	7.7	Bear Cove Reservoir	11/07/22	0.7	0.15	7.5	Bear Cove Reservoir	12/27/22	0.2	0.23	8.3
	10/11/22	0.4	0.21	7.8		11/14/22	0.8	0.22	7.6		12/05/22	0.4	0.43	8.1
	10/17/22	0.7	0.16	7.7		11/21/22	0.6	0.18	7.6		12/12/22	0.2	0.23	8.5
	10/24/22	0.7	0.18	7.8		11/28/22	0.6	0.21	7.5		12/19/20	0.4	0.31	8.1
Ferry Terminal	10/03/22	0.5	0.18	7.6	Ferry Terminal	11/07/22	0.5	0.18	7.4	Ferry Terminal	12/27/22	0.2	0.21	8.8
	10/11/22	0.4	0.31	7.7		11/14/22	0.7	0.17	7.7					
	10/17/22	0.6	0.18	7.7		11/21/22	0.6	0.21	7.6		12/05/22	0.7	0.20	7.7
	10/24/22	0.7	0.17	7.8		11/28/22	0.5	0.22	7.5		12/12/22	0.9	0.20	7.8
Highway 19 PRV	10/03/22	0.9	0.30	7.7	Highway 19 PRV	11/07/22	0.8	0.24	7.3	Highway 19 PRV	12/14/22	0.8	0.19	7.8
	10/11/22	0.8	0.18	7.9		11/14/22	1.0	0.70	7.3		12/19/22	0.6	0.32	7.8
	10/17/22	1.0	0.18	7.7		11/21/22	0.8	0.34	7.6		12/27/22	0.8	0.31	7.6
	10/24/22	0.9	0.56	7.8		11/28/22	0.9	0.19	7.6		12/05/22	0.6	0.23	7.7
Average		0.5	0.13	7.8	Average		0.6	0.22	7.6	Average		0.9	0.29	7.8
Minimum		0.1	0.56	7.6	Minimum		0.0	0.15	7.3	Minimum		0.6	0.25	7.9
Maximum		1.0	0.56	8.4	Maximum		1.0	0.70	8.3	Maximum		1.1	0.50	8.8

January							February						
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
01/17/22	Hospital	1.0	0.46	7.7	L1	L1	02/22/22	Hospital	0.7	0.30	7.6	L1	L1
01/10/22	Airport Washroom	0.3	0.22	7.6	L1	L1	02/07/22	Airport Washroom	0.4	0.31	7.6	L1	L1
01/31//22	Chatham Ave.	0.6	0.17	7.8	L1	L1	02/07/22	Chatham Ave.	0.6	0.18	7.8	L1	L1
01/31/22	Bear Cove Reservoir	0.8	0.22	7.6	L1	L1	02/22/22	Bear Cove Reservoir	0.7	0.20	7.6	L1	L1
01/10/22	Highway 19 PRV	1.1	0.16	7.7	L1	L1	02/22/22	Highway 19 PRV	0.9	0.15	7.6	L1	L1
01/04/22	Pioneer Inn	0.9	0.18	7.5	L1	L1	02/22/22	Pioneer Inn	0.8	0.20	7.5	L1	L1
01/10/22	Public Works Yard	1.0	0.52	7.7	L1	L1	02/22/22	Public Works Yard	0.9	0.23	7.5	L1	L1
01/17/22	Glen Lyon Restaurant	0.9	0.17	7.7	L1	L1	02/22/22	Glen Lyon Restaurant	0.8	0.16	7.6	L1	L1
01/04/22	Airport Inn	0.7	0.40	7.5	L1	L1	02/07/22	Airport Inn	0.5	0.20	7.6	L1	L1
01/17/22	Peel St Liftstation	0.7	0.39	7.6	L1	L1	02/07/22	Peel St Liftstation	0.9	0.14	7.6	L1	L1
01/04/22	B.C. Ferry	0.7	0.18	7.5	L1	L1	02/22/22	B.C. Ferry	0.7	0.21	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
01/04/22	Tsulquate River (Untreated)	0	0.75	7.0			02/24/22	Tsulquate River (Untreated)		0.38	6.7	18	L1
March							April						
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
03/07/22	Hospital	0.8	0.34	7.7	L1	L1	04/04/22	Hospital	0.5	0.20	7.7	L1	L1
03/07/22	Airport Washroom	0.3	0.30	7.7	L1	L1	04/25/22	Airport Washroom	0.4	0.21	7.6	L1	L1
03/07/22	Chatham Ave.	0.6	0.18	7.8	L1	L1	04/04/22	Chatham Ave.	0.3	0.16	7.6	L1	L1
03/21/22	Bear Cove Reservoir	0.8	0.16	7.8	L1	L1	04/19/22	Bear Cove Reservoir	0.7	0.23	7.6	L1	L1
03/21/22	Highway 19 PRV	0.8	0.15	7.9	L1	L1	04/19/22	Highway 19 PRV	1.0	0.17	7.7	L1	L1
03/07/22	Pioneer Inn	0.9	0.16	7.6	L1	L1	04/04/22	Pioneer Inn	0.5	0.21	7.5	L1	L1
03/14/22	Public Works Yard	0.9	0.19	7.6	L1	L1	04/25/22	Public Works Yard	0.7	0.17	7.8	L1	L1
03/14/22	Glen Lyon Restaurant	0.8	0.19	7.5	L1	L1	04/25/22	Glen Lyon Restaurant	0.8	0.17	7.6	L1	L1
03/14/22	Airport Inn	0.5	0.27	7.7	L1	L1	04/04/22	Airport Inn	0.5	0.44	8.0	L1	L1
03/21/22	Peel St Liftstation	0.7	0.18	7.7	L1	L1	04/19/22	Peel St Liftstation	0.7	0.23	7.5	L1	L1
03/14/22	B.C. Ferry	0.6	0.23	7.7	L1	L1	04/25/22	B.C. Ferry	0.8	0.18	7.8	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
03/21/22	Tsulquate River (Untreated)		0.52	6.7			04/19/22	Tsulquate River (Untreated)		1.19	6.8		
May							June						
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
05/02/22	Hospital	0.4	0.29	7.4	L1	L1	06/06/22	Hospital	0.5	0.05	7.5	L1	L1
05/09/22	Airport Washroom	0.3	0.21	7.6	L1	L1	06/20/22	Airport Washroom	0.2	0.76		L1	L1
05/02/22	Chatham Ave.	0.5	0.22	7.8	L1	L1	06/06/22	Chatham Ave.	0.3	0.18	7.6	L1	L1
05/16/22	Bear Cove Reservoir	0.6	0.36	7.6	L1	L1	06/20/22	Bear Cove Reservoir	0.6	0.14	7.6	L1	L1
05/16/22	Highway 19 PRV	0.8	0.29	7.6	L1	L1	06/20/22	Highway 19 PRV	0.6	0.16	7.7	L1	L1
05/02/22	Pioneer Inn	0.8	0.68	7.5	L1	L1	06/06/22	Pioneer Inn	0.7	0.19	7.4	L1	L1
05/09/22	Public Works Yard	0.4	0.17	7.7	L1	L1	06/13/22	Public Works Yard	0.6	0.22	7.6	L1	L1
05/09/22	Glen Lyon Restaurant	0.7	0.18	7.5	L1	L1	06/13/22	Glen Lyon Restaurant	0.6	0.28	7.6	L1	L1
05/02/22	Airport Inn	0.6	0.19	7.6	L1	L1	06/06/22	Airport Inn	0.3	0.15	7.6	L1	L1
05/02/22	Peel St Liftstation	0.6	0.19	7.5	L1	L1	06/13/22	Peel St Liftstation	0.5	0.15	7.6	L1	L1
05/09/22	B.C. Ferry	0.6	0.19	7.5	L1	L1	06/13/22	B.C. Ferry	0.3	0.15	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
05/16/22	Tsulquate River (Untreated)		0.78	6.7			06/20/22	Tsulquate River (Untreated)		0.39	6.9	2419.6	19.5

July							August						
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
07/04/22	Hospital	0.7	0.18	7.6	L1	L1	08/15/22	Hospital	0.5	0.16	7.6	L1	L1
07/18/22	Fort Rupert Reservoir	0.6	0.14	8.1	L1	L1	08/22/22	Fort Rupert Reservoir	0.6	0.20	7.3	L1	L1
07/04/22	Chatham Ave.	0.5	0.11	7.6	L1	L1	08/08/22	Chatham Ave.	0.4	0.13	7.8	L1	L1
07/11/22	Bear Cove Reservoir	0.3	0.17	7.6	L1	L1	08/22/22	Bear Cove Reservoir	0.4	0.28	7.3	L1	L1
07/11/22	Highway 19 PRV	0.7	0.29	7.7	L1	L1	08/08/22	Highway 19 PRV	0.7	0.18	7.7	L1	L1
07/04/22	Pioneer Inn	0.7	0.18	7.6	L1	L1	08/15/22	Pioneer Inn	0.7	0.20	7.7	L1	L1
07/18/22	Public Works Yard	0.2	0.30	7.9	L1	L1	08/08/22	Public Works Yard	0.7	0.21	7.6	L1	L1
07/18/22	Glen Lyon Restaurant	0.8	0.18	7.9	L1	L1	08/15/22	Glen Lyon Restaurant	0.7	0.17	7.6	L1	L1
07/04/22	Airport Inn	0.3	0.17	7.6	L1	L1	08/22/22	Airport Inn	0.3	0.22	7.6	L1	L1
07/11/22	Peel St Liftstation	0.5	0.17	7.5	L1	L1	08/15/22	Peel St Liftstation	0.6	0.44	7.6	L1	L1
07/18/22	B.C. Ferry	0.2	0.16	7.6	L1	L1	08/08/22	B.C. Ferry	0.3	0.17	7.7	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
07/11/22	Tsulquate River (Untreated)		0.57	7.1			08/22/22	Tsulquate River (Untreated)		0.38	7.1		
September							October						
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
09/06/22	Hospital	0.4	0.28	7.5	L1	L1	10/11/22	Hospital	0.5	0.21	7.8	L1	L1
09/12/22	Fort Rupert Reservoir	0.9	0.18	7.5	L1	L1	10/17/22	Fort Rupert Reservoir	0.7	0.14	7.7	L1	L1
09/06/22	Chatham Ave.	0.5	0.15	7.6	L1	L1	10/11/22	Chatham Ave.	0.3	0.23	8.0	L1	L1
09/20/22	Bear Cove Reservoir	0.5	0.21	7.6	L1	L1	10/11/22	Bear Cove Reservoir	0.4	0.21	7.8	L1	L1
09/20/22	Highway 19 PRV	0.9	0.17	7.7	L1	L1	10/11/22	Highway 19 PRV	0.8	0.18	7.9	L1	L1
09/06/22	Pioneer Inn	0.6	0.16	7.4	L1	L1	10/17/22	Pioneer Inn	1.1	0.17	7.7	L1	L1
09/12/22	Public Works Yard	0.9	0.24	7.7	L1	L1	10/11/22	Public Works Yard	0.5	0.27	7.9	L1	L1
09/12/22	Glen Lyon Restaurant	1.0	0.38	7.7	L1	L1	10/24/22	Glen Lyon Restaurant	0.9	0.29	7.8	L1	L1
09/06/22	Airport Inn	0.5	0.18	7.4	L1	L1	10/17/22	Airport Inn	0.8	0.18	7.8	L1	L1
09/20/22	Peel St Liftstation	0.7	0.19	7.6	L1	L1	10/17/22	Peel St Liftstation	0.7	0.13	7.7	L1	L1
09/12/22	B.C. Ferry	0.8	0.17	7.6	L1	L1	10/17/22	B.C. Ferry	0.7	0.17	7.8	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
09/20/22	Tsulquate River (Untreated)		0.47	6.8			10/24/22	Tsulquate River (Untreated)		0.64	7.0		
November							December						
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
11/07/22	Hospital	0.6	0.22	7.6	<1	<1	12/19/22	Hospital	0.7	0.33	7.9	<1	<1
11/14/22	Fort Rupert Reservoir	0.6	0.21	7.7	<1	<1	12/19/22	Fort Rupert Reservoir	0.5	0.44	7.8	<1	<1
11/07/22	Chatham Ave.	0.2	0.21	7.7	<1	<1	12/14/22	Chatham Ave.	0.5	0.21	7.8	<1	<1
11/07/22	Bear Cove Reservoir	0.7	0.15	7.5	<1	<1	12/14/22	Bear Cove Reservoir	0.8	0.29	7.8	<1	<1
11/07/22	Highway 19 PRV	0.8	0.24	7.3	<1	<1	12/14/22	Highway 19 PRV	1.0	0.29	8.0	<1	<1
11/21/22	Pioneer Inn	0.8	0.16	7.7	<1	<1	12/19/22	Pioneer Inn	0.8	0.33	7.8	<1	<1
11/14/22	Public Works Yard	0.8	0.18	7.5	<1	<1	12/14/22	Public Works Yard	0.9	0.18	8.0	<1	<1
11/21/22	Glen Lyon Restaurant	1.0	0.22	7.6	<1	<1	12/19/22	Glen Lyon Restaurant	0.8	0.33	7.8	<1	<1
11/14/22	Airport Inn	0.6	0.25	7.8	<1	<1	12/19/22	Airport Inn	0.4	0.26	7.8	<1	<1
11/14/22	Peel St Liftstation	0.8	0.21	7.7	<1	<1	12/14/22	Peel St Liftstation	0.7	0.23	7.7	<1	<1
11/21/22	B.C. Ferry	0.6	0.15	7.6	<1	<1	12/14/22	B.C. Ferry	0.8	0.18	7.7	<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
11/21/22	Tsulquate River (Untreated)		0.84	0.6			12/19/22	Tsulquate River (Untreated)		0.51	6.9		

QUARTERLY THM/HAA RESULTS



Element
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Page 1 of 3

Analytical Report

Bill To: District of Port Hardy Box 88 Port Hardy, BC, Canada V0N 2P0	Project ID: Project Name: THM/HAA Sampling for Quarter #1 2022 Project Location: LSD: P.O.: 6153 Proj. Acct. code:	Lot ID: 1547581 Control Number: Date Received: Jan 19, 2022 Date Reported: Jan 27, 2022 Report Number: 2711532
Attn: Accounts Payable Sampled By: Company: District of Port Hardy		

Reference Number		1547581-1			
Sample Date		January 18, 2022			
Sample Time		NA			
Sample Location					
Sample Description		WTP Reservoir			
Sample Matrix		Water			
Analyte	Units	Result	Nominal Detection Limit	Guideline Limit	Guideline Comments
Trihalomethanes Screen - Water					
Chloroform	mg/L	0.015	0.001		
Bromodichloromethane	mg/L	0.001	0.001		
Dibromochloromethane	mg/L	<0.001	0.001		
Bromoform	mg/L	<0.001	0.001		
Total Trihalomethanes	mg/L	0.016	0.001	0.1	Below MAC
Trihalomethanes - Surrogate Recovery					
Dibromofluoromethane	EPA Surrogate %	99	50-140		
Toluene-d8	EPA Surrogate %	97	50-140		
Bromofluorobenzene	EPA Surrogate %	102	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	6.2	2.0		
Trichloroacetic Acid	µg/L	7.5	2.0		
Bromochloroacetic Acid	µg/L	<2.0	2.0		
Dibromoacetic Acid	µg/L	<2.0	2.0		
Total Haloacetic Acids (HAA6)	µg/L	13.7	12.0	80	Below MAC
2,3-Dibromopropionic acid	%	110	50-150		

Analytical Report

Bill To: District of Port Hardy Box 68 Port Hardy, BC, Canada V0N 2P0	Project ID: Project Name: THM/HAA Sampling for Quarter #1 2022	Lot ID: 1547581
Attn: Accounts Payable	Project Location:	Control Number:
Sampled By:	LSD:	Date Received: Jan 19, 2022
Company: District of Port Hardy	P.O.: 6153	Date Reported: Jan 27, 2022
	Proj. Acct. code:	Report Number: 2711532

	Reference Number	1547581-2			
	Sample Date	January 18, 2022			
	Sample Time	NA			
	Sample Location				
	Sample Description	Chatham Ave.			
	Sample Matrix	Water			
Analyte	Units	Result	Nominal Detection Limit	Guideline Limit	Guideline Comments
Trihalomethanes Screen - Water					
Chloroform	mg/L	0.038	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	0.040	0.001	0.1	Below MAC
Trihalomethanes - Surrogate Recovery					
Dibromofluoromethane	EPA Surrogate %	94	50-140		
Toluene-d8	EPA Surrogate %	99	50-140		
Bromofluorobenzene	EPA Surrogate %	111	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	12.9	2.0		
Trichloroacetic Acid	µg/L	19.9	2.0		
Bromochloroacetic Acid	µg/L	<2.0	2.0		
Dibromoacetic Acid	µg/L	<2.0	2.0		
Total Haloacetic Acids (HAA6)	µg/L	32.8	12.0	80	Below MAC
2,3-Dibromopropionic acid	%	100	50-150		

Analytical Report

Bill To: District of Port Hardy Water & Wastewater Division 8900 Park Drive Port Hardy, BC, Canada V0N 2P0	Project ID: Project Name: Project Location: LSD: P.O.: 6319 Proj. Acct. code:	Lot ID: 1564938 Control Number: Date Received: Apr 13, 2022 Date Reported: Apr 22, 2022 Report Number: 2737704
Attn: Joe Jewell		
Sampled By:		
Company:		

		Reference Number	1564938-1	1564938-2		
		Sample Date	Apr 12, 2022	Apr 12, 2022		
		Sample Time	NA	NA		
		Sample Location				
		Sample Description	Chatham / THM/HAA / 5.6 °C	WTP Reservoir / THM/HAA / 5.6 °C		
		Matrix	Water	Water		
Analyte	Units	Results	Results	Results	Nominal Detection Limit	
Trihalomethanes Screen - Water						
Chloroform	mg/L	0.046	0.022		0.001	
Bromodichloromethane	mg/L	0.004	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	0.050	0.024		0.001	
Trihalomethanes - Surrogate Recovery						
Dibromofluoromethane	EPA Surrogate %	100	99		50-140	
Toluene-d8	EPA Surrogate %	99	99		50-140	
Bromofluorobenzene	EPA Surrogate %	98	100		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	17.1	8.2		2.0	
Trichloroacetic Acid	µg/L	21.7	9.8		2.0	
Bromochloroacetic Acid	µg/L	<2.0	<2.0		2.0	
Dibromoacetic Acid	µg/L	<2.0	<2.0		2.0	
Total Haloacetic Acids (HAA6)	µg/L	38.8	18.0		12.0	
2,3-Dibromopropionic acid	%	70	85		50-150	

Analytical Report

Bill To: District of Port Hardy
Water & Wastewater Division
8900 Park Drive
Port Hardy, BC, Canada
V0N 2P0
Attn: Joe Jewell
Sampled By: JJ
Company: District of Port Hardy

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

Lot ID: **1604974**
Control Number:
Date Received: Oct 7, 2022
Date Reported: Oct 16, 2022
Report Number: 2796704

		Reference Number	1604974-1	1604974-2	
		Sample Date	Oct 06, 2022	Oct 06, 2022	
		Sample Time	NA	NA	
		Sample Location			
		Sample Description	Reservoir / 8.6 °C	Chatham Ave. / 8.6 °C	
		Matrix	Water	Water	
Analyte	Units	Results	Results	Results	Nominal Detection Limit
Trihalomethanes Screen - Water					
Chloroform	mg/L	0.041	0.081		0.001
Bromodichloromethane	mg/L	0.003	0.004		0.001
Dibromochloromethane	mg/L	<0.001	<0.001		0.001
Bromoform	mg/L	<0.001	<0.001		0.001
Total Trihalomethanes	mg/L	0.044	0.085		0.001
Trihalomethanes - Surrogate Recovery					
Dibromofluoromethane	EPA Surrogate %	117	125		50-140
Toluene-d8	EPA Surrogate %	100	104		50-140
Bromofluorobenzene	EPA Surrogate %	100	97		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	13.2	23.5		2.0
Trichloroacetic Acid	µg/L	17.6	33.7		2.0
Bromochloroacetic Acid	µg/L	<2.0	<2.0		2.0
Dibromoacetic Acid	µg/L	<2.0	<2.0		2.0
Total Haloacetic Acids (HAA5)	µg/L	30.8	57.2		12.0
2,3-Dibromopropionic acid	%	91	96		50-150

Approved by:



Mike Yohemas, BSc
General Manager

Data have been validated by Analytical Quality Control and Element's Integrated Data Validation System (IDVS).
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STOREY'S BEACH SAMPLE RESULTS



Bureau Veritas Job #: C244061
Report Date: 2022/06/24

DISTRICT OF PORT HARDY
Your P.O. #: 5143

MICROBIOLOGY (WATER)

Bureau Veritas ID		AVQ736	AVQ737	AVQ738	AVQ739	AVQ740		
Sampling Date		2022/06/22 09:30	2022/06/22 09:55	2022/06/22 09:00	2022/06/22 08:50	2022/06/22 08:40		
COC Number		G153119	G153119	G153119	G153119	G153119		
	UNITS	CARLTON	SCOTIA	PAVILLION	NW PAVILLION	SE PAVILLION	RDL	QC Batch
Microbiological Param.								
Enterococcus spp.	CFU/100mL	1.0	<1.0	<1.0	2.0	1.0	1.0	A620233
Fecal Coliforms	CFU/100mL	<1	<1	<1	<1	<1	1	A620235
RDL = Reportable Detection Limit								



Bureau Veritas Job #: C254451
Report Date: 2022/07/28

DISTRICT OF PORT HARDY
Your P.O. #: 5143

MICROBIOLOGY (WATER)

Bureau Veritas ID		AYD518	AYD519	AYD520	AYD521	AYD522		
Sampling Date		2022/07/26 10:15	2022/07/26 11:15	2022/07/26 10:30	2022/07/26 10:00	2022/07/26 11:00		
COC Number		G153131	G153131	G153131	G153131	G153131		
	UNITS	100M N PAVILLION	SCOTIA	100M S PAVILLION	PAVILLION	CARLTON	RDL	QC Batch
Microbiological Param.								
Enterococcus spp.	CFU/100mL	<1.0	<1.0	<1.0	<1.0	<1.0	1.0	A659688
RDL = Reportable Detection Limit								



DISTRICT OF PORT HARDY



AIRPORT WASTEWATER OPERATIONS REPORT

ANNUAL REPORT 2022

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 Airport Wastewater Treatment plant is a Class II. Operators have met the level of certification of the plant.

Operator	Title	Certification
Joe Jewell	Utilities Supervisor	WT IV, WD III, WWT II, WWC II
Justin Reusch	Chief Operator	WT III, WD III, WWT II, WWC I
Roland LeFort	Operator	WWT III, WT III, WWC I
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WT I, WWT II, Cross Connection
Patrick Traverse	Labourer	Not Certified
Owain Jewell	Labourer	Not Certified

OPERATIONS SUMMARY AND HIGHLIGHTS

- A new electrical kiosk has been built for the Fort Rupert Village Liftstation. This will aluminum kiosk will replace the original steel kiosk from 1985
- An archeologist has been sourced for work at the Fort Rupert Village Liftstation. Applications have been sent and approved by the Ministry of Environment. This work is being done with the support and in conjunction with the Kwakiutl First Nation. A new electrical kiosk, control panel and emergency generator are to be installed. This replaces the original kiosk and controls from 1985. Excavation was done with representation from Baseline Archeological and from the Kwakiutl First Nation
- A new standby generator pad has been poured at the Fort Rupert School Liftstation. Construction of a new kiosk and control panel are also completed. Construction to completed in 2023
- Receiving waters monitoring took place in August

District of Port Hardy Airport Wastewater Operations Report
Annual Report 2022

LAB DATA

District of Port Hardy Airport Wastewater Plant Compliance Testing														
105299 - 2022 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 ₅) mg/L ≤ 45 mg/L		Fecal Coliforms CFU/100 mL		Enterococcus CFU/100 mL		Total Ammonia mg/L	
	Average	Maximum 1254 m³ /day	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate	First	Duplicate
January	546	918	6.5	6.4	18	26	12	13					0.09	0.08
February	485	677	6.4	6.4	16	16	8	9	7300	7900	830	1100	<0.0005	<0.0005
March	478	625	6.7	6.7	11	3	6	7						
April	469	661	7.1	6.9	6	15	5	5	5200	4600	980	920	0.14	0.12
May	479	640	6.3	6.3	17	24	6	7						
June	419	543	6.4	6.4	5	4	3	3	3200	2100	300	100		
July	359	449	6	6	2	9	3	3					0.11	0.12
August	348	456	7	7	8	10	4	3	74000	63000	910	1000		
September	377	503	7	7	2	3	3	3						
October	380	635	6	6	6	3	2	<2	3000	7000			0.063	0.067
November	500	734	7	7	2	<1.0	5	4						
December	516	926	7	7	6	6	6	6	3500	3000	890	1000		

Lab results in this table are supplied from a CALA certified laboratory



DISTRICT OF PORT HARDY



TSULQUATE WASTEWATER OPERATIONS REPORT

ANNUAL REPORT 2022

OPERATIONAL CERTIFICATE NUMBER ME-00385

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, WD III, WWT II, WWC II
Justin Reusch	Chief Operator	WT III, WD III, WWT II, WWC I
Roland LeFort	Operator	WWT III, WT III, WWC I
Cory Henschke	Operator	WWT I, WD II
Robert Cousins	Operator	WT I, WWT II, Cross Connection
Patrick Traverse	Labourer	Not Certified
Owain Jewell	Labourer	Not Certified

OPERATIONS SUMMARY AND HIGHLIGHTS

- A new VFD has been installed on SBR #1. It has been determined that the drive has been responsible for causing the motor failures
- Parts are being ordered for a centrifuge rebuild
After several issues at the Goletas Views Liftstation, new pumps and controls have been installed
- Heat pumps were installed at the Tsulquate plant in the centrifuge building and the lab building as a capital project
- A new centrifuge is being submitted as a capital project for 2023 after doing a teardown of our current machine. A technician has determined the machine is at the end of its lifecycle
- Receiving waters monitoring testing was performed in August as per our Operating Certificate
- On October 26th, a resident called regarding a manhole overflowing. A push snake was used to clear the line. A camera inspection determined that the collection line was plugged with tree roots. No previous history of blockages in this area. This was reported through a non-compliance e-mail
- High influent flow occurred during heavy rainfalls in Quarter 4. Inspections of manholes found that the levels were higher than expected. Further investigation determined that there was a potential obstruction in the line a couple hundred meters from the treatment plant. The line was flushed several times and an object was seen in the manhole. A confined space entry was performed and a large tree branch was found. The flow and level in the collection system is greatly improved



Piece of wood removed from collection system

District of Port Hardy Tsulquate Wastewater Operations Report
Annual Report 2022

LAB DATA

Tsulquate Wastewater Plant Compliance Testing						
385 2022 Annual WQ DATA						
Month	pH	Total Suspended Solids (TSS) mg/L	Carbonaceous Biochemical Oxygen Demand (CBOD ₅) mg/L	Fecal Coliforms	Flow (m ³)	
	Weekly 6.0 - 9.0	Weekly <=45 mg/L	Weekly <= 45 mg/L	CFU/100 mL Geomean AVG	Annual Average 2870 m ³	Maximum 11,200 m ³ /day
January	6.4	2.0	3.0			
	6.6	12.0	3.0			
	6.6	9.0	5.0			
	6.6	6.0	4.0	21	2217	3949
February	6.7	5.0	4.0			
	6.8	7.0	2.0			
	6.8	11.0	5.0			
	6.8	8.0	4.0	57	1892	2978
March	6.7	6.0	3.0			
	6.9	5.0	5.0			
	6.7	2.0	3.0			
	6.8	<2	<3	9	1922	2877
April	6.7	12.0	5.5			
	6.8	1.6	3.1			
	7.0	3.1	<2			
	6.8	3.2	2.5	15	1837	2546
May	6.7	3.6	<2			
	6.7	3.2	3.2			
	6.7	3.6	4.8			
	6.7	3.2	<2			
June	6.5	2.8	<2	14	1758	2614
	6.7	7.6	2.9			
	6.6	4.0	3.2			
	6.5	2.8	2.7			
July	6.5	6.0	3.9	18	1624	2047
	6.7	3.0	3.0			
	6.6	8.0	2.0			
	6.7	4.0	2.0			
August	6.4	7.0	2.0	7.0	1530	1877
	6.4	1.0	2.0			
	6.7	2.0	2.0			
	6.3	3.0	3.0			
September	6.5	5.0	3.0	49.0	1475	1903
	6.7	5.0	3.0			
	6.5	7.0	2.0			
	6.6	4.0	4.0			
October	6.4	4.0	3.0	57.0	1596	1970
	6.5	2	2.0			
	6.5	4	<2.0			
	6.4	2	<2.0			
November	6.2	7	3.2	26	1620	3503
	6.6	3	2.3			
	6.6	7	2.5			
	6.2	3	2.5			
December	6.6	10	6.5	54	2069	3364
	6.8	4	3.1			
	6.8	3	2.4			
	6.8	3	2.4			
December	7.9	9	5.4	300	1994	5286

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

PARKS, RECREATION, ARTS & CULTURE

2022 was an incredible growth year with success in every Division and customer service. From the rollout of online registration and online facility booking to full enrollment in all summer camps to 40 new programs and events, over \$9,000 in Christmas sponsor donations, and overwhelming success at all community events, 2022 will be a milestone turning point for Port Hardy Recreation. The Recreation Department consists of the Arena, Community Recreation, and Aquatics. Below are highlights from each.

DON CRUICKSHANK ARENA

Our successful Learn to Skate, and Hockey program continued throughout the winter season with 85 participants, many of whom advanced from the fall 2021 season. We also offered weekly in-house Skating Lessons to the Gwa'sala-'Nakwaxda'xw School and Wagalus Elementary School, operated by the Kwakiutl Band.

All nine sets of children's Hockey gear purchased through the Jumpstart Relief Fund were on loan for winter Hockey programs. Parents were beaming with joy over the opportunity to register their children in a Hockey program without the financial burden of purchasing gear.



RCMP Support

Local RCMP Officers volunteered weekly to help young skaters tie on skates and learn how to skate.



U18 Tier 3 Provincial Hockey Championships March 19 - 23

It was an energetic week of Hockey with 200 players travelling to Port Hardy from all over BC with memories to last a lifetime. The whole community and Council came out to support players. Stands were at full capacity, first time since the pandemic.



20 Exciting Hockey Games In 4 Days
BC Provincial U18 Hockey photos are now uploaded
Visit the link
bcprov.square.site
Thank You !!



Arena Maintenance & Capital Projects

- North Arena wall painted
- Arena exterior doors painted
- Replaced Lexan on board advertisements around rink
- East wall, top walk and bleacher tread painted
- Arena interior doors and door frames painted
- Facility pressure washed
- Pool area prepped for demolition
- Pump room cleaned up
- Olympia room hot water tank replaced
- Arena flashing installed
- Exterior Civic Centre painted



COMMUNITY RECREATION

Online Registration & Facility Booking

One of the biggest milestones in Port Hardy Recreation's history is the launch of online registration and online facility booking through the introduction of recreation management software called Book King. Launched for the Winter 2022 season, this initiative has grown to 1,467 clients with accounts in our system who can freely register for programs advertised in our quarterly recreation guides and view availability in our facilities through the viewable online calendar.

Community Partnerships

Building Blocks - In March 2022, we teamed up with North Island Building Blocks to make our programs and events equally financially accessible to all Port Hardy residents. Thanks to our partnership, clients of Building Blocks can register for any program of their choice for both themselves or their children, and payment is made through Building Blocks on the clients' behalf, making any program financially accessible to all. Our first Building Blocks registration came in early Spring for our extremely popular Babysitters Course.

Timbits Softball - In the fall of 2021, discussions began between Softball BC and Port Hardy Recreation to partner in bringing Timbits Softball to our community's children aged 5 to 10. Thirty-three children were registered free of charge in this exciting new initiative.

Timbits Softball

Ages 5 - 10

Wed | May 4 - June 15 | 4:00 pm - 5:00 pm (7 Sessions)

Port Hardy Recreation is pleased to partner with Softball BC in the development of Timbits Softball in Port Hardy! Softball BC's motto is simple: "When kids join a team, they will experience fun and physical activity while learning fundamental softball skills."



FREE | Must register each child | Code: SP22-CE17
Location: Park Drive Ballfield, Port Hardy

Online registration: <https://app.booking.ca/porthardyrecreationpub/index.asp>
Contact us with questions or for more information
7400 Columbia St | 250.949.6666 | email: recreation@porthardy.ca | porthardy.ca/community/recreation

Port Hardy Recreation



Grants

GoByBikeBC Society grant

We were successful at obtaining a \$1,000 GoByBikeBC grant to assist us in promoting BC's GoByBike week campaign is from May 30 to June 5. The week began with an enthusiastic kick-off event on May 29 at the Civic Centre featuring registration, prize entries, swag purchase, snacks/refreshments, and music.



ParticipACTION Community Better Challenge Grant

We were awarded \$750 to help promote ParticipACTION's annual Community Better Challenge, designed to get Canadians active and incorporate physical activity where they live, learn, work and play. The challenge name was Community in Motion. It spanned from June 1 to June 30, whereby participants of any age and mobility status tracked their physical activity minutes in an effort for Port Hardy to be recognized as a community that champions active living.

In addition to tracking participant activity minutes, we hosted three first-time events in June:

- Obstacle Course June 14 on the Arena Dry Floor geared towards children aged 5 to 12
- Free Try-it Day sports on June 27 on the Arena Dry Floor for all ages and abilities
- Free Community Zumba Class June 16 on the Arena Dry Floor for all ages and abilities

Family Day Grant

On February 21, between 2:00 pm and 3:30 pm, 77 participants enjoyed our free public skate and free craft-making for all ages. In addition, free skate rentals were offered, free craft supplies, free granola bars and juice boxes to take home. There were also six twenty-five dollar gift certificates as giveaways that were drawn as entrance prizes. Both activities were staffed accordingly to ensure COVID-19 protocols were strictly adhered to at all times, as written in Port Hardy Recreation's COVID-19 Safety Plan. The following photos were taken near the end of the event.

Fun Zone Staff



NEW PROGRAMS AND EVENTS

2022 saw an explosion of program ideas and unique events. Check out these 40 new additions!



Art Camp
Basketball Camp
Basketball Fun
Charcuterie Board Design
Community BBQ & Bike Rodeo
Community Drive In Movie
Community Zumba Class
Coding Camp
Dance and Play Tots Camp
Dance Basics
Dance Mix Fitness
Father's Day Craft
Farmers & Artisans Market
Fresh and Fit
Fun in Tennis
Free Movie Nights
Fitkids
Guitar Lessons
Hip Hop Dance & Camp
Kids Obstacle Course

Knitting
Listen to Your Art
Macrame Flower Keychain
Mother's Day Craft
Movie in the Park
Music and Movement
New Year's Eve Party
Nordic Pole Walking
Paint Outside the Lines
Photography Class
Pickleball Lessons
Puzzle Mania
Spanish Lessons Level 1 & 2
Special Olympics BC
Theatre Camp
Timbits Softball
Tiny Tots Dance
Try-It Day
Tumble Bugs Camp
Water Mania Day Camp

Sumer Camp

Here is a look at the phenomenal registration numbers this summer.



Camp/Event Name	#s
Adventure Camp	19
Art Camp	20
Basketball Camp	13
Babysitter Course	17
Coding Camp	21
Community BBQ & Bike Rodeo	80
Dance and Play Tots Camp	19
Filomi Day Parade participants	27
Hip Hop Dance Camp	13
Splish Splash Camp	16
Theatre Camp	9
Tumble Bugs Camp	10
Water Mania Day Camp	20
Xtreme Games Camp	21
Xtreme Games Day Camp	20
Family Fun and Play	20
Total Number of registrants	345

SPONSORS

We had an overwhelming response to our fall sponsor donations for Movie Nights, Winter Wonderland, New Year's Eve, Family & Public Skating, Stick & Puck, and drop-in Hockey. Every public ice time between December 19 and 30 was a sponsored skate including Stick & Puck and drop-in Hockey, another first for Port Hardy Recreation. Check out the generosity of 2022 community sponsors.



FILOMI DAYS PARADE FOAT

First place in best Commercial Float and best overall float



Sponsor	Total
Cape Scott Wind LP	\$2,065
MOWI	\$1,000
Fox's Disposal	\$450
CUPE 401	\$315
Coast Mt. Fuels	\$315
PH Minor Hockey	\$315
North Island RockPro	\$315
Scarlet Point Seafoods	\$315
K&K Electric	\$300
NI Eagles	\$270
The Source	\$270
Tri-Port Wild	\$270
Stryker Electronics Ltd	\$270
PH Bulldozing Ltd	\$270
Daley Site Maintenance	\$270
DB Perks	\$250
Sporty Bar & Grill	\$200
Port Hardy RV Resort	\$200
Anonymous Resident	\$200
Hardy Bay Drugs	\$180
Wilderness Seaplanes	\$180
NI Crisis & Counselling	\$180
Grier & Company	\$180
G&C Falling	\$135
Cod Father Charters	\$135
Marshalls Glass	\$135
N.I. Industrial Automotive	\$135
Stepping Stones Daycare	\$100
TOTAL	\$9,220

**THANK
YOU!**

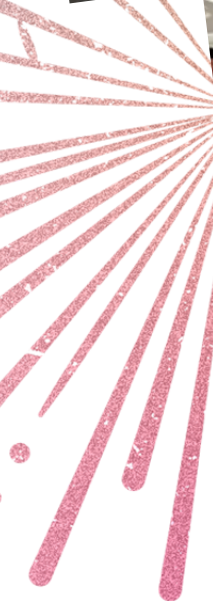
WINTER WONDERLAND SKATE & NEW YEAR'S

The toboggan run at the Winter Wonderland and balloon drop at the New Year's Eve event were the highlights for many participants and received overwhelming community praise. Both events were huge successes thanks to the phenomenal team effort by staff.

Winter Wonderland Skate brought out 260 patrons.



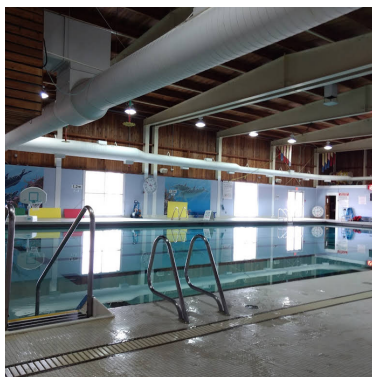
New Year's Eve brought out 311 patrons.



DISTRICT OF PORT HARDY POOL



THE PORT HARDY POOL IS ONE OF THE DISTRICT'S MOST VALUED ASSETS. COUNCIL HAS COMMITTED TO UPGRADING THE EXISTING POOL, WHICH IS CURRENTLY CLOSED PENDING RENOVATIONS AND IS TENTATIVELY SCHEDULED TO REOPEN IN 2023. HERE IS A TIMELINE OF WORK TO DATE AND THE NEXT STEPS.



2016-2021

The District originally planned to replace the 40+ year old Pool with Multiplex. Due to a lack of funding, not community support, this project was redirected to an upgrade. See the [Pool update](#) from July 2021 for history.

2020-2021

The Pool leak increased from 7 cubic metres per day to an average of 40 cubic metres (40,000 litres). In addition, the Dry-o-Tron dehumidification system and boiler failed.



MAY 2021

Divers from Pacificus Biological dove the Pool to determine where the leaking was occurring.



JUNE 2021

Due to the extensive leaks and mechanical failures, the Pool was closed at the end of June to determine what was needed to be done to reopen the Pool.



JULY 2021

District staff removed tile from the areas where the Pool was losing water to find that substantial damage had occurred in the basin, which continued to deteriorate and increase the flow of water from the Pool.

AUGUST- DECEMBER 2021

Stantec Engineering reviewed the structure and mechanical systems. [Pool Assessment Report](#) and [Pool Mechanical Report](#)



JANUARY 2022

Council reviewed the reports and the budget. The [January Update](#) was issued.



FEBRUARY-MARCH 2022

The Council received information and presentations regarding the chlorination options for the Pool. It has been determined that the best chance to preserve the life of the building, components and liner will be converting from a salt system to a chlorine puck system.

MARCH 2022

The District engaged with Stantec to provide the design, tendering and contract administration for the Pool Upgrades.



MARCH-JULY 2022

Design work is underway for the Pool upgrade, including a new steel liner, dehumidification system, chlorination system, boilers, pumps and secondary pumps.

WHAT'S NEXT?



- AUGUST 2022
- SEPTEMBER-
OCTOBER 2022
- OCTOBER 2022-
MAY 2023
- OCTOBER -
NOVEMBER 2022
- DECEMBER 2022
- MARCH 2023+
- LATE SUMMER
2023

Tenders Issued for Pool Liner



Review and award of Pool liner tender.



****Construction Pool Liner**

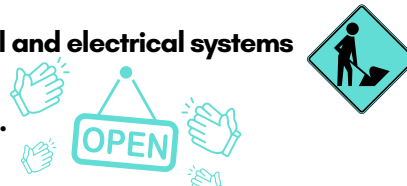


The final design for electrical, lighting, dehumidification, chlorination, boilers and pumps

Tenders Issued for electrical and mechanical systems.



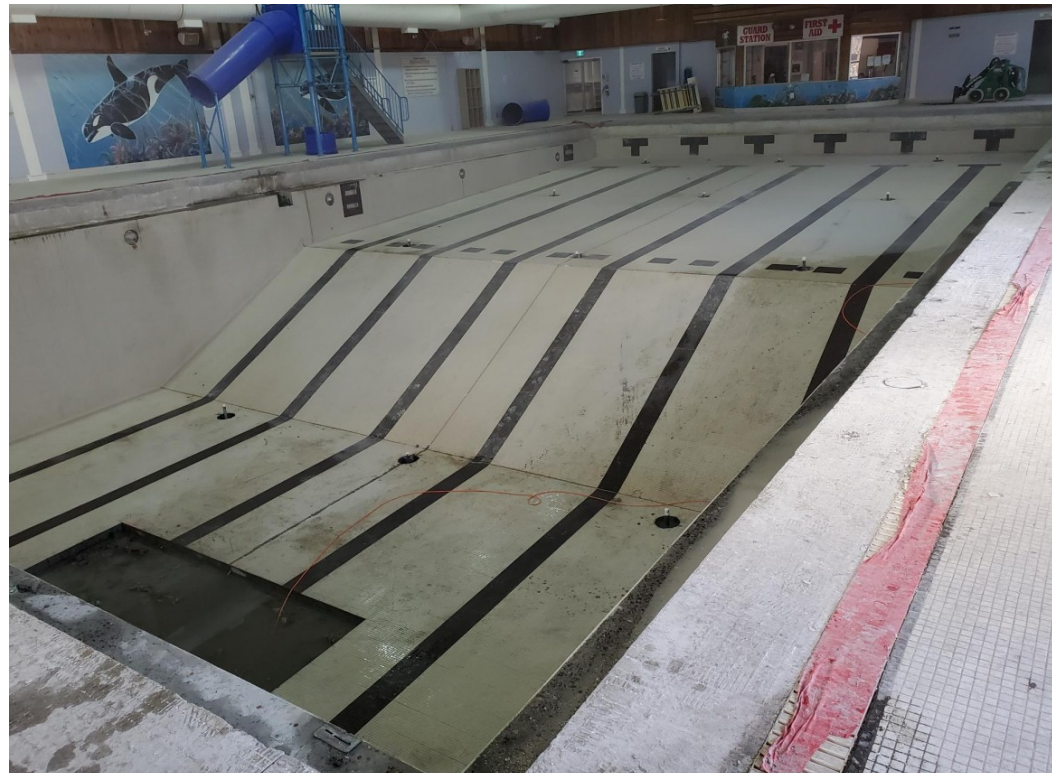
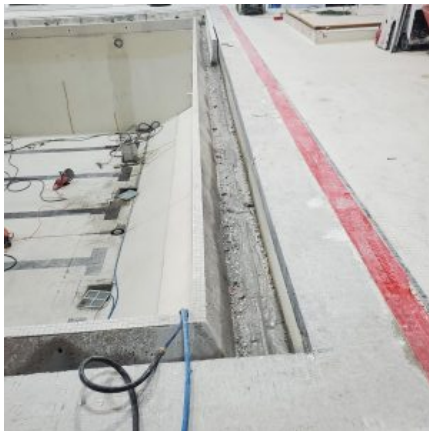
Upgrade mechanical and electrical systems



****Tentative Opening.**

Updated January 18, 2023, Questions? Contact Heather Nelson-Smith, CAO District of Port Hardy
250-949-6665 ext. 103 general@porthardy.ca

***Subject to change depending on supply chain*



FIRE 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.



FIRE DEPARTMENT



In 2022 we all saw life resume to pre-COVID regulations and procedures. We have all resumed in-session meetings, practices, and social events have resumed. Port Hardy Fire Rescue is currently struggling. We have decreased attendance to Hall duties, fire calls and practices as volunteerism has declined. False alarm and BCEHS list calls have risen, and members are struggling with nuisance calls.

CALLS

Port Hardy Fire Rescue responded to 230 calls, down from 259 in 2021. A resounding 81 calls or 35% were false alarms. These calls come at all times of the day and night. The next highest call volume was for BCEHS lift assists with 33 calls or 14.5% of total calls. This is even after changing policies, so we are no longer responding to ambulance delay calls. Although this was a difficult decision to make, it was necessary as burnout in the department is a concern and the liability on the department without the proper training.

	2017	2018	2019	2020	2021	2022
Structure Fire	9-7.9%	5-2.8%	3-1.7%	8-4.5%	12-4%	8-3.4%
Alarms- Smoke	4-3.5%	3-1.7%	8-4.6%	3-3.4%	8-3.0%	7-3.0%
False Alarms	34-29%	44-25%	41-24%	71-40%	83-32%	81-35%
All Fire Types	32-28%	34-19%	40-23%	23-13%	41-16%	26-11%
Total Calls	114	176	172	175	259	230



COMMUNITY INVOLVEMENT

Port Hardy Fire Rescue has been involved in more community events this past year. COVID restrictions lifted brought back the events we longed to have in our community.

- Remembrance Day Ceremony
- FILOMI Days parade
- FILOMI Days fireworks
- Wounded Warrior send-off
- Escorting COPS for Cancer bikers into and out of DPH
- Pumpkin Patch
- Emergency Preparedness Week
- Halloween Haunted House
- Fireprention Week



The Volunteer Fire Fighting Association is back to hosting events for members post-pandemic. We have re-implemented our awards night, family dinner and events. We hosted a paint night and our annual Fire Fighter campout.



UKRAINE SUPPORT

On April 3rd, a central Vancouver Island mayor with a local connection in Odessa, Ukraine put out a social media plea to municipalities and fire departments across the Island: as fighting, bombing and the humanitarian crisis rages on, firefighting gear is desperately needed on the ground in Ukraine.

The District of Port Hardy quickly and proudly stepped up to answer the call, with a motion endorsed by Mayor and Council to donate any unused equipment that Port Hardy Fire Rescue may have in storage.

Last weekend, seven of our members gathered at Hall 1 for an afternoon to clean out our storage closets and organize what gear we had to donate. Overall, we came up with seventeen sets of turnout gear, seventeen pairs of boots, six helmets, and various gloves and other accessories. These items have now been boxed up and left Port Hardy thanks to a donation by VanKam Freightways Ltd. and are en route to a transportation facility in the Lower Mainland prior to shipment to Ukraine.

We'd like to thank the District of Port Hardy staff and Mayor and Council for endorsing the request, Mayor Al Siebring of North Cowichan for broadcasting the request, VanKam Freightways Ltd. for donating freight transport, and our members for donating their time to this important cause. Our thoughts continue to be with people of Ukraine during this terrible time. [#westandwithukraine](#)

In conclusion, there are many struggles that the Fire department is trying to navigate. Although we have attended more community events and attended close to the same number of calls than previous years, attendance was lower than last year, and the attending members are getting burned out, with most of the calls and events resting on only a few people.



HARBOUR

Aries Security Ltd have maintained three full-time employees and casual/ weekend staff to maintain constant presence and operations at the harbour. Staff were on site every single day to document vessel inventory in the harbour, accept payments, and address emergency situations.

In total, the harbour staff put in a combined total of 4,444 hours of presence at the harbour in 2022.

BOAT COUNT

	2018	2019	2020	2021	2022
Jan	129	144	125	118	129
Feb	131	144	142	123	130
Mar	189	175	140	158	162
Apr	230	196	180	178	196
May	230	196	180	178	196
Jun	295	307	225	221	240
Jul	434	405	309	263	311
Aug	484	408	288	276	310
Sep	200	180	174	182	171
Oct	153	136	147	150	148
Nov	153	136	147	150	148
Dec	127	122	121	123	139
Total	2807	2673	2239	2201	2308



Inner harbour, from sea view.

INCIDENTS

The Port Hardy Harbour authority has documented a total of 41 incidents. Twenty-four incidents were on the water, and 17 occurred on land.

On-water incidents included five vessels sinking or adrift; 14 incidents of mischief/ theft/ vandalism; one man overboard; one hit and run (boat), and one propane leak.

The harbour team reported traces of pollution in the harbour to the Canadian Coast Guard Environmental Response. These calls are relayed to the NASP, better known as the “Red Plane,” often seen flying over our community, which scans the western Canadian coastline for pollution. In 2022, PHHA placed 16 calls to Environmental Response.

We document each incident and try to connect with vessel owners to offer direction for avoiding spills and better caring for our environment. We provide sorbent material and instruct whom to call in case of an accidental bilge release or spill.

On-land incidents included 14 incidents of mischief/ theft/ vandalism, mainly attributed to substance abuse; one hit and run, one incident of pollution, and one slip and fall due to icy road conditions.



Example of oily sheen at Fisherman's Wharf



CAPITAL PROJECTS

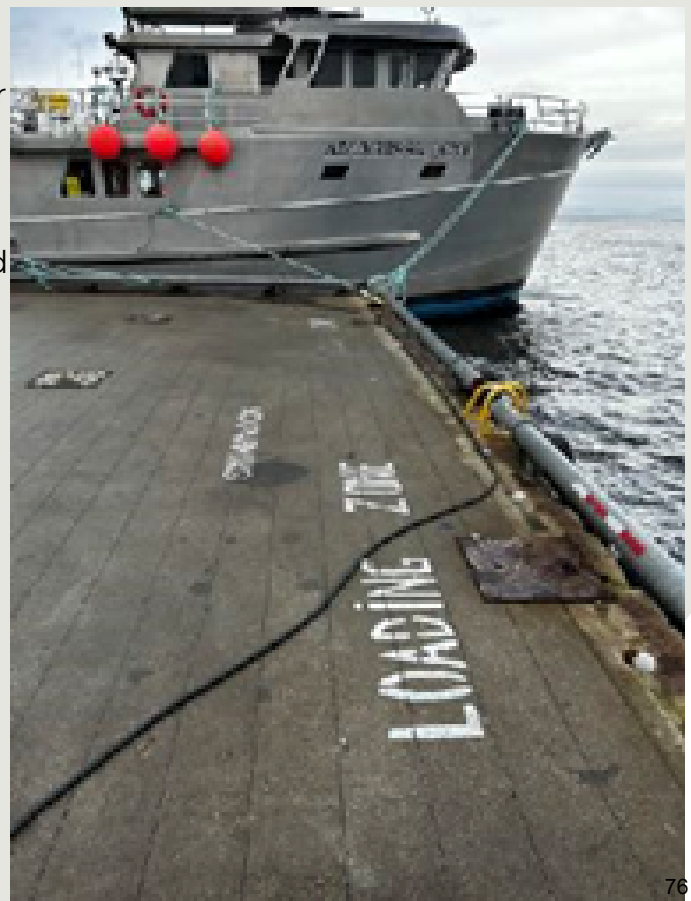
In 2022, the Harbour Authority received over \$100,000 in capital to complete four projects along our waterfront to improve public safety while complimenting our pristine ocean view.

Over \$70,000 was invested into the Seagate Summer T-Floats to strengthen the breakwater float. The contractor replaced the risers under the bull rails of the breakwater float to allow vessels to tie up more quickly, making the landing of vessels more efficient. Due to unprecedented supply shortages, the hardware required to complete the project became unavailable. In 2023, we anticipate the completion of the project to replace the hardware within the structure to offer greater structural integrity.

Approximately \$20,000 was allocated to a project at the Seagate, which is still incomplete at the time of this writing and needs to be completed. Due to the engineer imposed weight restrictions on the pier, the garbage disposal bins needed to be relocated to the parking lot. As this put the bins alongside the seawall, efforts were made to beautify the area. This included placing the bins on a concrete pad, the addition of a rock garden and is pending the installation of an art piece and signage. Due to supply issues, the project has been delayed, and we anticipate the completion of this project in 2023.

A contractor was brought in to complete line painting which designated fire lanes at Fishermans Wharf and the loading zone on the Seine Floats. While on-site, the parking lines and one-way traffic arrows were also refreshed.

Lastly, most incidents occurring at the harbour facility involved theft, vandalism and mischief. The security cameras offer limited visibility in the dark, so the need to increase the lighting in the high-risk areas was discussed. Considerations need to be taken regarding the residential properties, freshwater estuary, and traffic along the boulevard, and an engineer was contacted to control light pollution. With a plan in hand, we will be seeking further capital funding to complete the project in upcoming years. Over \$20,000 was de-committed as a result of project re-direction, and \$50,000 was carried over for project completion in 2023.



SMALL CRAFT HARBOURS

2022 started strong with the Individual Achievements recognition being awarded to Anika Tarata, Harbour Manager in Port Hardy, as voted by her peers and selected by the Pacific Region of Small Craft Harbours, for her performance, to date. The District of Port Hardy held a short ceremony to acknowledge the award. Credit for this accomplishment is given to Julien Smith and Sally Catarata for their tireless efforts in their roles at the harbour.

Projects completed in 2022 on the Small Craft Harbour facilities were upgrades to the old shed. The 1500 L waste oil tank showed signs of corrosion from sitting within the enclosed oil shed. This was rectified by lifting the tank onto a steel frame. Further ingress of rainwater has been controlled by installing sliding doors.

The Districts' Public Works team complimented this improvement by clearing the hillside, significantly improving visibility when exiting the Seine Float parking lot on Glenview Road. A contractor laid crushed gravel immediately around the structure to further enhance the tidiness of this area.



Waste Oil Shed Before and After

VESSELS OF CONCERN

Port Hardy is grateful to have received funding support to have three Vessels of Concern removed from the harbour under the Abandoned and Wrecked Vessel Removal Program. The vessels in question have been deserted at municipal facilities by the last known owners. Besides the fact that there were thousands of dollars of paid moorage left unpaid, the state of the vessels was posing an imminent threat of pollution and/or water ingress, which would lead to sinking.



WORKING WITH OTHER AGENCIES

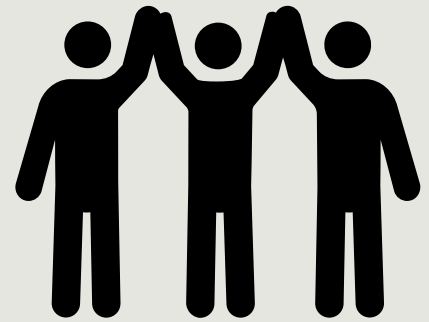
The Port Hardy Harbour Authority team is always looking forward to all opportunities to work with local agencies. Below are photos of some taskings and exercises from the past year:



Harbour Staff with Canadian Coast Guard Environmental Response Team at Fishermans Wharf, L-R: Kade Pilton, Patrick Lucas, Brian Masterman, Harbour Manager Anika Tarata, Alex Pawluk, Kevin McPherson)



Harbour Staff Sally Catarata is practicing retrieving "Oscar" from the ocean with Port Hardy Lifeboat Station, Canadian Coast Guard. CCG Brian Masterman & Kade Pilton are in the background.



Cleaning up after a response to a sinking vessel at the Seine Floats, L-R: CCG ER Kevin McPherson, CCG SAR Blake Sprague, CCG Tanu Manuel Martel, CCG SAR Andrew Taylor, CCG SAR OIC Garry Deis, CCG ER Kade Pilton, CCG ER Manager Brian Masterman and Harbour Staff Julien Smith.



Port Hardy Volunteer Fire Department on site at Fishermans Wharf, for a practice drill.



LOOKING TO 2023

Forecasting for 2023, the Seine Floats expect an extensive electrical upgrade through a Small Craft Harbour project. Fire Safety also takes the focus as custom fire lines will be installed to expedite fire response at Fishermans Wharf. After a brief hiatus, Port Hardy will welcome the Van Isle 360 Yacht Race back to town. Lots of positive things to look forward to in the year ahead!



FINANCIAL SERVICES

The Finance department strives to meet our fiscal responsibilities and financial stability requirements for the District of Port Hardy. This is achievable with informed decision-making and clear direction between staff and Council. Having clear direction helps to ensure our team can maintain both financial stabilities and meet our fiscal requirements while working toward always improving service levels for the Council and the citizens of Port Hardy.

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

FINANCIAL PLANNING

- Annual five-year financial plan
- User rates and fee structure

FINANCIAL REPORTING

- Audited financial statements
- Municipal Tax rates
- Statement of Financial Information
- Revenue Canada
- BC Assessment

REVENUE COLLECTION

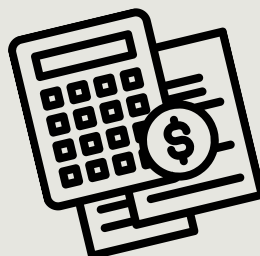
- Property tax collection
- Quarterly utility revenue
- Other revenue including user fees for services provided

PAYMENT OF ACCOUNTS

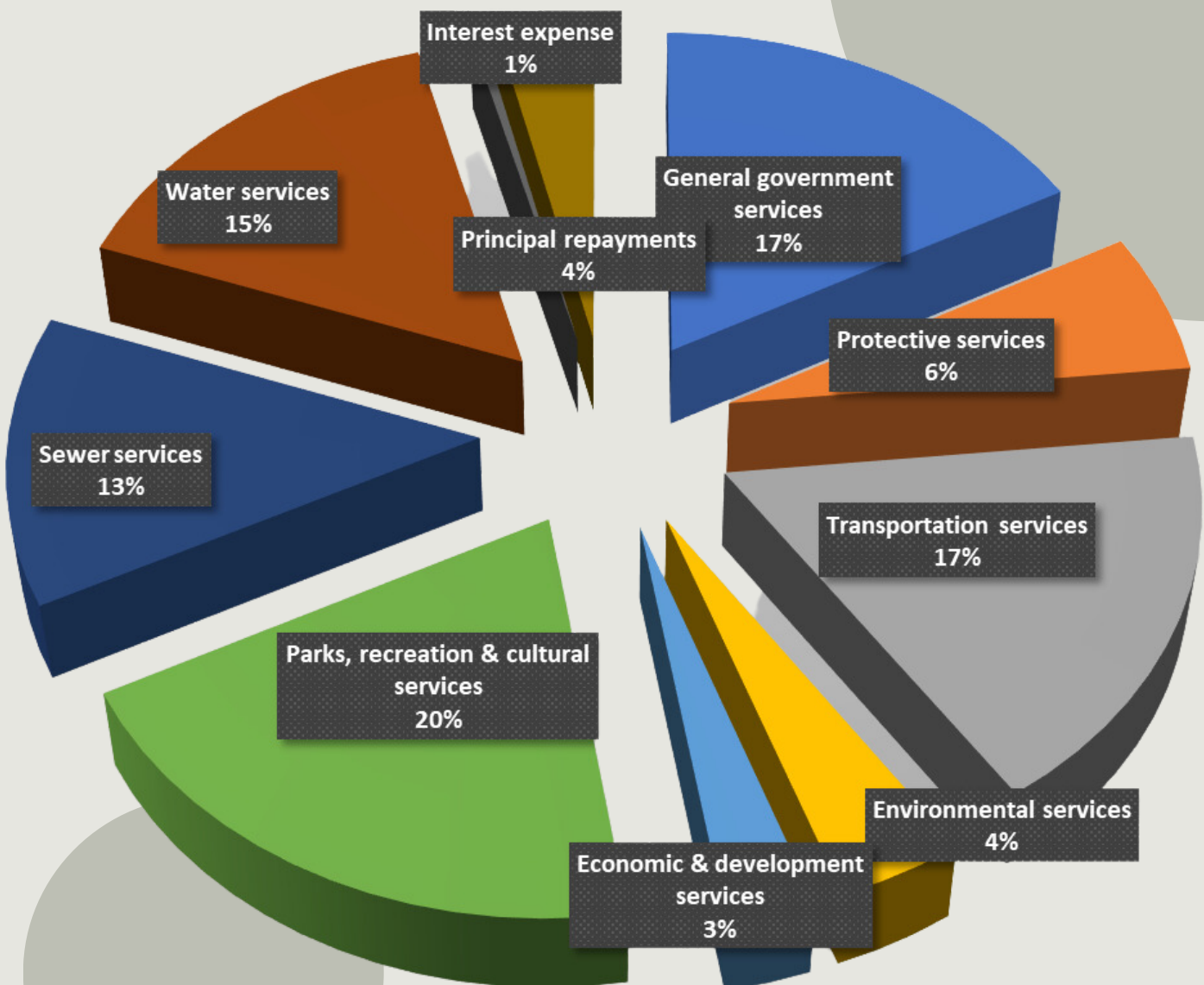
- Invoice processing
- Payments to hundreds suppliers

OTHER ACTIVITIES

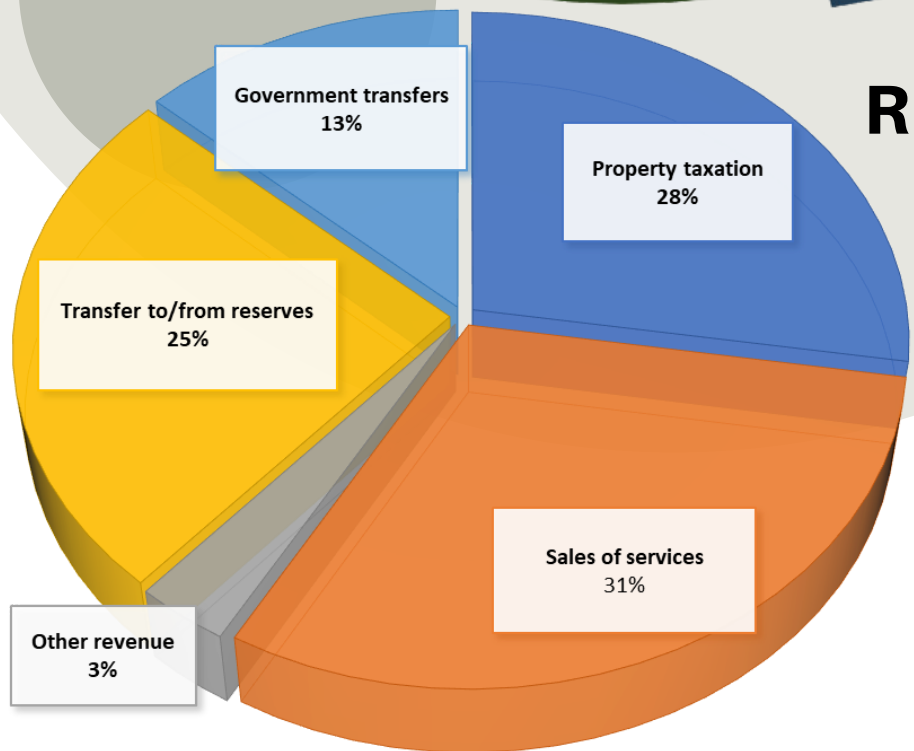
- Internal auditing controls
- Payroll functions
- Debt financing
- Business licences
- Building permits



OPERATIONAL EXPENDITURES



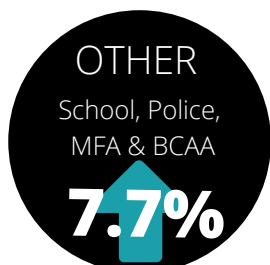
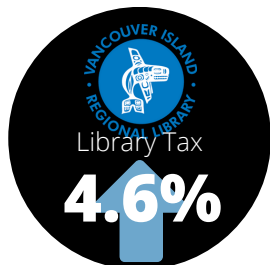
REVENUE SOURCES



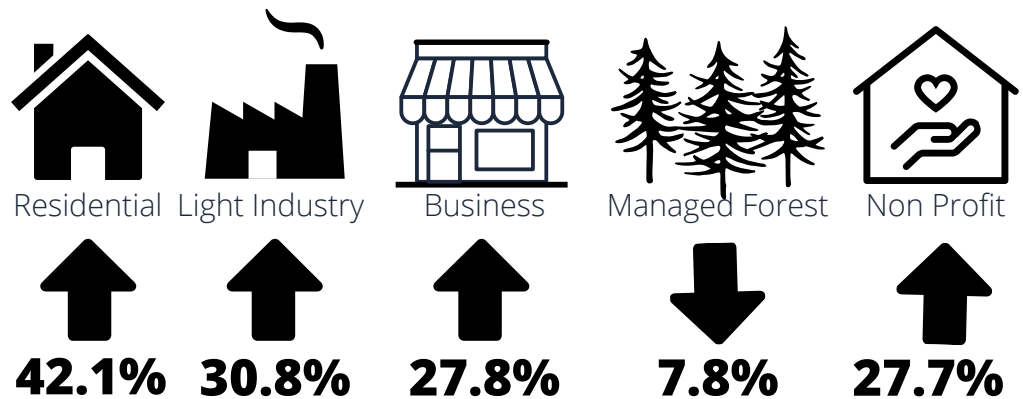
2022 Taxes

Impact on Single Family Residential

% Tax Rate over 2021



% Change in Assessed value over 2021



The Property Tax Equation

BC Assessment determines the assessed value of your property based on a valuation date of July 1st of each year. In early spring, your taxing authority sets its property tax rates for each of the nine property classes and applies the applicable rate, i.e. residential, to your property's assessed value, less the value of any applicable tax exemptions. The taxing authority mails you a property tax notice which details the property taxes payable by you to them.

ASSESSED VALUE	×	PROPERTY TAX RATE	=	PROPERTY TAXES
Received in January BC Assessment (BCA)		Spring Set by Taxing Authority		Due 1 st Business Day July* Taxpayer

How does all of this affect me?

The District has control over the amount of revenue we need to operate, this is referred to as the Tax Levy. In 2022 we increased our tax levy 3.2% over 2021 in the Financial Plan to keep up with inflation and the rising cost of goods and services. The District does not set the tax levies for other jurisdictions; please see the increases from 2021 to the left.

Assessments increased considerably in the residential class (over \$20 million) while other classes which represent a larger multiple of rates in taxation decreased. Taxes are calculated by taking the entire assessment values divided into the total levy requested to get the \$ per \$1,000 charged on a tax notice. This means with all the calculations of tax levies **the average homeowner will see a 5.4% increase over 2021.**



Financial Statements

DISTRICT OF PORT HARDY
Consolidated Financial Statements
December 31, 2022

DISTRICT OF PORT HARDY

Index to Consolidated Financial Statements

Year Ended December 31, 2022

	Page
MANAGEMENT REPORT	1
INDEPENDENT AUDITORS' REPORT	2 - 3
FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Changes in Net Financial Assets	6
Consolidated Statement of Cash Flows	7
Notes to Consolidated Financial Statements	8 - 17
Schedule 1 - Government Grants and Transfers to the District and Ratepayers	18
Schedule 2 - Combined Statement of Operations by Segment Year ended December 31, 2022	19
Schedule 3 - Combined Statement of Operations by Segment Year ended December 31, 2021	20
Schedule 4 - COVID-19 Safe Restart Grant - Unaudited	21

MANAGEMENT REPORT

December 31, 2022

The Mayor and Council of the District of Port Hardy have delegated the responsibility for the integrity and objectivity of the financial information contained in the consolidated financial statements to the management of the District of Port Hardy. The consolidated financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards, which have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are properly authorized and recorded in compliance with legislative and regulatory requirements and that financial records are reliable for preparation of the financial statements. These systems are monitored and evaluated by management.

The District of Port Hardy's independent auditors, Chan Nowosad Boates Inc., Chartered Professional Accountants, are engaged to express an opinion as to whether these consolidated financial statements present fairly the District of Port Hardy's consolidated financial position and operating results in accordance with Canadian public sector accounting standards. Their opinion is based on procedures they consider sufficient to support such an opinion.

The consolidated financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and in accordance with Canadian public sector accounting standards. These statements present, in all significant respects the consolidated financial position of District of Port Hardy as at December 31, 2022.



Noramay Isaac
Director of Finance

April 26, 2023



INDEPENDENT AUDITORS' REPORT

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

Opinion

We have audited the accompanying consolidated financial statements of the District of Port Hardy (the "District"), which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information (hereinafter referred to as the "consolidated financial statements").

In our opinion, the District's consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2022, and of its consolidated financial performance and its cash flows for the year then ended. The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' 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 of our opinion.

Responsibilities of Management and Those Charged with Governance 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 intends for the District to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for over-seeing the District's financial reporting process.

Auditors' 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.

Auditors' Responsibilities for the Audit of the Financial Statements (continued)

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 the 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 auditors' 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 auditors' 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 financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- 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.

Chan Nawrood Boates Inc

Chartered Professional Accountants
Campbell River, BC

April 26, 2023

DISTRICT OF PORT HARDY

Consolidated Statement of Financial Position

December 31, 2022

2022

2021

FINANCIAL ASSETS

Cash (Note 2)	\$ 13,447,883	\$ 12,345,025
Accounts Receivable (Note 3)	1,864,322	2,132,678
Investment in Government Business Enterprises (Note 4)	301,791	225,416
Tax Sale Properties	1,633	5,709
Land Held for Resale	7,035	7,035
	<u>15,622,664</u>	<u>14,715,863</u>

LIABILITIES

Accounts Payable (Note 5)	1,186,585	966,845
Deposits	39,140	30,700
Deferred Revenue (Note 6)	660,392	701,358
Long Term Debt (Note 7)	934,576	1,166,379
	<u>2,820,693</u>	<u>2,865,282</u>

NET FINANCIAL ASSETS

12,801,971 11,850,581

NON-FINANCIAL ASSETS


Prepaid Expenses	38,741	43,616
Inventory	130,566	191,821
Tangible Capital Assets (Note 8)	42,157,394	42,693,766
	<u>42,326,701</u>	<u>42,929,203</u>

ACCUMULATED SURPLUS (Note 9)

\$ 55,128,672 \$ 54,779,784

Contingent Liabilities (Note 10)

Approved by:



Mayor



Chief Administrative Officer

DISTRICT OF PORT HARDY

Consolidated Statement of Operations

Year Ended December 31, 2022

	2022		2021
	Budget	Actual	
	(Note 13)		
Revenues			
Taxation	\$ 3,456,824	\$ 3,284,266	\$ 3,185,012
Payments in Lieu of Taxes	236,970	342,049	234,552
Sale of Goods and Services	4,003,738	4,153,227	4,016,269
Other Income	418,527	706,453	476,855
Income (Loss) from Government Business Enterprises	-	226,375	(26,064)
Government Transfers (Schedule 1)	<u>1,729,573</u>	<u>1,523,442</u>	<u>2,977,349</u>
	<u>9,845,632</u>	<u>10,235,812</u>	<u>10,863,973</u>
Expenditures			
General Government Services	1,496,607	1,695,638	1,291,572
Transportation Services	2,218,094	2,398,899	2,238,412
Protective Services	700,491	681,320	675,519
Environmental Health Services	340,861	303,764	329,468
Recreation and Culture	2,023,961	1,765,309	1,747,361
Community Development	237,964	225,499	197,478
Water	1,803,756	1,561,841	1,614,104
Sewer	<u>1,557,517</u>	<u>1,254,654</u>	<u>1,375,275</u>
	<u>10,379,251</u>	<u>9,886,924</u>	<u>9,469,189</u>
Annual Surplus (Deficit)	(533,619)	348,888	1,394,784
Accumulated Surplus - Beginning of Year	<u>54,779,784</u>	<u>54,779,784</u>	<u>53,385,000</u>
Accumulated Surplus - End of Year	<u>\$54,246,165</u>	<u>\$55,128,672</u>	<u>\$54,779,784</u>

DISTRICT OF PORT HARDY

Consolidated Statement of Change in Net Financial Assets

Year Ended December 31, 2022

	2022		2021
	Budget	Actual	
	(Note 13)		
Annual Surplus (Deficit)	\$ (533,619)	\$ 348,888	\$ 1,394,784
(Acquisition) Use of Prepaid Expenses	-	4,875	(10,287)
(Acquisition) Use of Inventories	-	61,255	4,688
Net Acquisition of Tangible Capital Assets	(5,902,169)	(1,657,488)	(1,985,347)
Amortization of Tangible Capital Assets	<u>2,197,802</u>	<u>2,193,860</u>	<u>2,159,600</u>
	<u>(4,237,986)</u>	<u>951,390</u>	<u>1,563,438</u>
Net Financial Assets - Beginning of Year	<u>11,850,581</u>	<u>11,850,581</u>	<u>10,287,143</u>
Net Financial Assets - End of Year	<u>\$ 7,612,595</u>	<u>\$12,801,971</u>	<u>\$11,850,581</u>

DISTRICT OF PORT HARDY

Consolidated Statement of Cash Flows

Year Ended December 31, 2022

2022

2021

Cash Flows From Operating Activities:

Annual Surplus	\$ 348,888	\$ 1,394,784
Items Not Involving Cash		
Amortization of Tangible Capital Assets	2,193,860	2,159,600
Disposal of Tangible Capital Asset	<u>28,085</u>	<u>32,214</u>
	2,570,833	3,586,598
Changes in Non-Cash Operating Balances		
Accounts and Taxes Receivable	268,356	488,071
Tax Sale Properties	4,076	10,706
Accounts Payable	219,740	(500,041)
Deposits	8,440	(8,700)
Deferred Revenue	(40,966)	407,864
Inventory	61,255	4,688
Prepaid Expenses	<u>4,875</u>	<u>(10,287)</u>
	<u>3,096,609</u>	<u>3,978,899</u>

Cash Flows From Capital Activities:

Purchase of Tangible Capital Assets	<u>(1,685,573)</u>	<u>(2,017,561)</u>
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Cash Flows From Investing Activities:

Distributions from Government Business Enterprises	150,000	-
Loss (Gain) from Government Business Enterprises	<u>(226,375)</u>	<u>26,064</u>
	<u>(76,375)</u>	<u>26,064</u>

Cash Flows From Financing Activities:

Repayments of Long Term Debt	<u>(231,803)</u>	<u>(242,760)</u>
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Increase in Cash	1,102,858	1,744,642
Cash - Beginning of Year	<u>12,345,025</u>	<u>10,600,383</u>
Cash - End of Year	<u>\$ 13,447,883</u>	<u>\$ 12,345,025</u>

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

The District of Port Hardy (the "District") was incorporated as a municipality 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 District. 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 prepares its consolidated financial statements in accordance with Canadian public sector accounting standards ("PSAS") using guidelines developed by the Public Sector Accounting Board ("PSAB") for the Chartered Professional Accountants of Canada.

b) Basis of Consolidation:

The consolidated financial statements include the accounts of the District's government administration and Port Hardy Economic Partners Corporation.

All controlled entities are consolidated on a line-by-line basis except for commercial enterprises, which meet the definition of a Government Business Enterprise, which are included in the consolidated financial statements on a modified equity basis. Inter-organizational balances and transfers are eliminated upon consolidation.

Under the modified equity method of accounting, only the District's investment in the business entities and the entities' net income and other changes in equity are recorded. No adjustment is made for accounting policies of the entities that are different from those of the District, except that any other comprehensive income of the business entities is accounted for as an adjustment to the accumulated surplus or deficit. Inter-organizational transactions and balances are not eliminated for the business entities. The District accounts for its 33% interest in the North Island Community Forest Limited Partnership as well as North Island Community Forest Ltd. on the modified equity basis.

c) Cash:

Cash consists of cash on hand and demand deposits. Cash subject to external restrictions that prevent its use for current purposes is reflected in restricted cash.

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) Investment in Government Business Enterprises:

Investment in Government Business Enterprises are accounted for using the modified equity method.

f) Tangible Capital Assets:

Tangible capital assets are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Amortization is recorded on a straight-line basis over the estimated useful life of the tangible capital asset commencing once the asset is in use. Donated tangible capital assets are recorded at fair value at the time of the donation.

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

1. Significant Accounting Policies (continued):

f) Tangible Capital Assets (continued):

Estimated useful lives of tangible capital assets are as follows:

Land Improvements	10 to 40 years
Buildings	20 to 80 years
Computer Equipment	4 to 10 years
Furniture and Equipment	5 to 10 years
Vehicles and Machinery	5 to 20 years
Paving and Lighting	10 to 60 years
Sewer Infrastructure	10 to 100 years
Water Infrastructure	10 to 100 years

g) Collection of Taxes on Behalf of Other Taxation Authorities:

The District collects taxation on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of these other entities are not reflected in these consolidated financial statements. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

h) Deferred Revenue:

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specific purpose.

i) Revenue Recognition:

Revenues are recorded on the accrual basis of accounting and are recorded in the period in which the transaction or events occurred.

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Taxation revenue is initially measured at management's best estimate of the amount resulting from the original taxable event in accordance with tax legislation. Through the British Columbia Assessment's appeal process, taxes may be adjusted by way of supplementary roll adjustments. The affects of these adjustments on taxes are recognized at the time they are awarded. Charges for utility usage are recorded as sales of services. Connection fee revenues are recognized when the connection has been established.

Government transfers, which include legislative grants, are recognized when received if the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability.

Sale of goods and services and other revenues are recognized when the service is provided or the amount is earned, when the amount can be estimated and when collection is reasonably assured. Amounts received in advance of services being rendered are recorded as deferred revenue until the District discharges the obligation that led to the collection of the funds.

j) Administration Apportionment:

A percentage of certain budgeted general government services expenses of the District has been allocated to other functions. These expenses include wages of administrative staff and the public works supervisor and utility discounts. Wages are allocated based on actual time spent in various segments, and utilities discounts are allocated based on the percentage of utilities revenue that relates to each segment.

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

1. Significant Accounting Policies (continued):

k) Financial Instruments:

Financial instruments consist of cash, accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the District is not exposed to significant interest rate, currency or credit risk arising from these financial instruments.

l) Use of Estimates:

The preparation of 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 disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenue and expenses during the reporting period.

Significant areas requiring the use of management estimates are the collectability of accounts receivable, estimates of contingent liabilities, the provision of amortization and the estimation of potential environmental liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.

m) Liability for Contaminated Sites:

Governments are required to accrue a liability for the costs to remediate a contaminated site. Liabilities are recognized when an environmental standard exists, contamination exceeds the standards, the government has a responsibility for the remediation, future economic benefits will be given up, and a reasonable estimate can be made.

Management has assessed its potential liabilities for contaminated sites including sites that are no longer in productive use and sites for which the District accepts responsibility. There is one former landfill site that contains contamination in excess of an environmental standard requiring ongoing monitoring. The estimated costs to continue monitoring the site are not expected to be significant to the financial statements, therefore no liability was recognized as at December 31, 2022 or December 31, 2021.

2. Cash:

	<u>2022</u>	<u>2021</u>
Cash	\$ 204,594	\$ 324,114
CIBC High Interest Savings	13,200,186	11,978,707
Restricted Cash - Cemetery	<u>43,103</u>	<u>42,204</u>
	<u>\$ 13,447,883</u>	<u>\$ 12,345,025</u>

The CIBC high interest savings account is earning interest at 4.69% per annum (2021 - 0.80%).

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

3. Accounts Receivable:

	<u>2022</u>	<u>2021</u>
Property Taxes and Utilities	\$ 1,549,555	\$ 1,517,530
Other Governments	108,352	414,345
Trade and Other	619,940	565,555
Allowance for Doubtful Accounts	<u>(413,525)</u>	<u>(364,752)</u>
	<u>\$ 1,864,322</u>	<u>\$ 2,132,678</u>

4. Investment in Government Business Enterprises:

The District has a 33% ownership interest in North Island Community Forestry Ltd. (NICFL) and North Island Community Forest Limited Partnership (NICFLP). The investments in NICFL and NICFLP are reported as a government business enterprise and accounted for using the modified equity method.

As a government business enterprise, the NICFLP is required to report under International Financial Reporting Standards (IFRS). In the prior and current years, the NICFLP financial statements were prepared under Canadian Accounting Standards for Private Enterprises (ASPE). Any differences between ASPE and IFRS are considered to be insignificant.

The summary of the District's investment in government business enterprises is as follows:

	<u>2022</u>	<u>2021</u>
NICFLP	\$ 277,500	\$ 203,389
NICFL	<u>24,291</u>	<u>22,027</u>
	<u>\$ 301,791</u>	<u>\$ 225,416</u>

The condensed supplementary financial information of the District's investments in government business enterprises is as follows:

	<u>2022</u>	<u>2021</u>
Total Assets	\$ <u>1,077,901</u>	\$ <u>698,753</u>
Total Liabilities	174,031	24,008
Total Equity	<u>903,870</u>	<u>674,745</u>
Total Liabilities and Equity	<u>1,077,901</u>	<u>698,753</u>
Revenue	781,986	4,558
Expenses	<u>102,861</u>	<u>82,751</u>
Net Income (Loss)	<u>\$ 679,125</u>	<u>\$ (78,193)</u>

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

5. Accounts Payable:

	<u>2022</u>	<u>2021</u>
Other Governments	\$ 114,715	\$ 88,098
Trade and Other	713,054	480,039
Payroll Liabilities	<u>358,816</u>	<u>398,708</u>
	<u>\$ 1,186,585</u>	<u>\$ 966,845</u>

6. Deferred Revenue:

	<u>2021</u>	<u>Collections</u>	<u>Transfers</u>	<u>2022</u>
Prepaid Taxes	\$ 89,501	\$ 93,552	\$ 89,501	\$ 93,552
Prepaid Fees and Charges	30,877	31,839	30,877	31,839
Other Deferred Revenue	<u>580,980</u>	<u>114,204</u>	<u>160,183</u>	<u>535,001</u>
	<u>\$ 701,358</u>	<u>\$ 239,595</u>	<u>\$ 280,561</u>	<u>\$ 660,392</u>

7. Long Term Debt:

The District has debt instruments through the MFA obtained for the purposes of funding capital initiatives approved under loan authorizations. Equipment is financed over a five year period with the exception of the Fire Ladder Truck purchased in 2017 and Fire Fighting Equipment purchased in 2020. Both loans are amortized over a twelve year period with a five year term. The total balance outstanding at year end is as follows:

	<u>2021</u>	<u>Additions</u>	<u>Repayments</u>	<u>2022</u>
2017 Fire Ladder Truck	\$ 732,007	\$ -	\$ 85,425	\$ 646,582
2018 Dodge Dump Truck	20,795	-	20,795	-
2019 International Hook Truck	64,063	-	48,415	15,648
2018 Nissan Rogue	7,808	-	5,549	2,259
2020 Fire Fighting Equipment	168,483	-	20,667	147,816
2020 Generator-Civic Center	47,443	-	17,014	30,429
2020 Seagate Pier Repairs	<u>125,780</u>	<u>-</u>	<u>33,938</u>	<u>91,842</u>
	<u>\$ 1,166,379</u>	<u>\$ -</u>	<u>\$ 231,803</u>	<u>\$ 934,576</u>

Interest is calculated daily on a variable rate basis at a 0.5% spread on top of the CDOR (Canadian Dealer Offered Rate). In 2022, the rate varied between 3.07% and 3.82% (2021 - 1.25% to 1.53%). At December 31, 2022 the rate was 3.82% (2021 - 1.25%). The interest expense on the debt in the year ended December 31, 2022 is \$23,034 (2021 - \$12,107).

Future payments on net outstanding debt over the next five years and thereafter are as follows:

2023	\$ 156,054
2024	137,874
2025	103,803
2026	82,717
2027 and beyond	<u>454,128</u>
	<u>\$ 934,576</u>

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

8. Tangible Capital Assets:

	Cost				Accumulated Amortization				Net Book Value	
	Opening	Additions	Disposals	Closing	Opening	Amort	Disposals	Closing	2022	2021
General Capital Assets										
Land and Land										
Improvements	\$ 7,044,144	\$ 15,068	\$ -	\$ 7,059,212	\$ 2,602,931	\$ 127,878	\$ -	\$ 2,730,809	\$ 4,328,403	\$ 4,441,213
Buildings	13,894,752	27,586	-	13,922,338	7,591,489	286,681	-	7,878,170	6,044,168	6,303,263
Computer Equipment	236,010	10,338	-	246,348	222,465	-	-	222,465	23,883	13,545
Furniture & Equipment	405,068	-	-	405,068	405,068	-	-	405,068	-	-
Vehicles & Machinery	5,854,807	221,783	95,642	5,980,948	3,560,687	264,987	67,557	3,758,117	2,222,831	2,294,120
Work in Progress	768,184	1,124,228	-	1,892,412	-	-	-	-	1,892,412	768,184
Engineered Structures										
Paving and Lighting	26,771,528	105,780	-	26,877,308	15,661,524	625,072	-	16,286,596	10,590,712	11,110,004
Sewer Infrastructure	17,231,272	151,553	-	17,382,825	8,930,170	411,530	-	9,341,700	8,041,125	8,301,102
Water Infrastructure	19,204,189	29,237	-	19,233,426	9,741,854	477,712	-	10,219,566	9,013,860	9,462,335
	<u>\$91,409,954</u>	<u>\$ 1,685,573</u>	<u>\$ 95,642</u>	<u>\$92,999,885</u>	<u>\$48,716,188</u>	<u>\$ 2,193,860</u>	<u>\$ 67,557</u>	<u>\$50,842,491</u>	<u>\$42,157,394</u>	<u>\$42,693,766</u>

Included in Work in Progress at December 31, 2022 are capitalized costs for various capital projects that are not presently being amortized as a result of the projects still being in progress at year end. The assets are expected to be placed into use during the year ending December 31, 2023 or in future years, at which time amortization will be taken.

9. Accumulated Surplus:

The District segregates its accumulated surplus in the following categories:

	<u>2022</u>	<u>2021</u>
Accumulated Surplus		
Operating Surplus	\$ 7,170,740	\$ 6,745,959
Statutory Reserves	2,495,440	1,891,092
Internally Restricted Reserves	4,239,674	4,615,347
Equity in Tangible Capital Assets	<u>41,222,818</u>	<u>41,527,386</u>
	<u>\$ 55,128,672</u>	<u>\$ 54,779,784</u>

Statutory Reserves

The following reserves funds have been set up by approved bylaw with amounts transferred to and from them by Council resolution for future capital projects.

	<u>2022</u>	<u>2021</u>
Buildings	\$ 2,361	\$ 12,135
Capital Works - General	4,380	4,277
Capital Works - Sewer	839,488	595,866
Capital Works - Water	1,130,321	854,949
Computers	5,319	5,192
Eastside Park	<u>5,278</u>	<u>5,153</u>
Balance Forward	<u>\$ 1,987,147</u>	<u>\$ 1,477,572</u>

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

9. Accumulated Surplus (continued):

Statutory Reserves (continued)

	<u>2022</u>	<u>2021</u>
Balance Forward	\$ 1,987,147	\$ 1,477,572
Equipment Replacement	336,311	219,717
Park Development	43,157	42,135
Recreational Facilities	121,701	144,713
Tacan Park	7,124	6,955
	<u>\$ 2,495,440</u>	<u>\$ 1,891,092</u>

Internally Restricted Reserves

The following non-statutory reserves have been set aside by Council for future projects. The non-statutory reserves are not dictated by law and the funds may be allocated to different projects than originally intended.

	<u>2022</u>	<u>2021</u>
Carbon Neutral	\$ 38,495	\$ 32,611
Community Works Fund	1,254,349	1,011,102
COVID-19 Safe Restart Reserve (Schedule 4)	380,000	958,121
Debt Levy	550,650	537,602
Debt Repayment - Water	75,678	54,193
North Island Community Forest	1,395,767	1,418,628
Sewer Equipment Reserve	36,593	152,494
Water Equipment Reserve	280,900	228,739
Tax Stability	227,242	221,857
	<u>\$ 4,239,674</u>	<u>\$ 4,615,347</u>

Community Works Fund:

The Community Works Fund consists of \$1,254,349 of Federal Gas Taxes that remain unspent as at December 31, 2022. The fund received \$239,737 (2021 - \$468,869) in additional receipts and interest of \$28,510 (2021 - \$6,840) in 2022. During 2022, eligible expenditures of \$25,000 (2021 - \$139,510) were made. The unspent amount will remain in reserve until spent on eligible projects.

10. Contingent Liabilities:

- (a) 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 based on its 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) As a member of the Regional District of Mount Waddington, the District is responsible for its portion of operating deficits or the long-term debt related function in which it participates.

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

11. Collections for Other Governments:

	<u>2022</u>	<u>2021</u>
Province of British Columbia - School Tax	\$ 1,523,250	\$ 1,421,111
Mount Waddington Regional District	556,155	489,363
Regional Hospital District of Mount Waddington	197,179	172,318
Vancouver Island Regional Library	168,085	159,480
Municipal Finance Authority	152	108
British Columbia Assessment Authority	28,989	23,774
Province of BC - Police Tax	<u>209,648</u>	<u>210,948</u>
	<u>\$ 2,683,458</u>	<u>\$ 2,477,102</u>

12. Pension Plan:

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 are based on a formula. As at December 31, 2022, the plan had about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from 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 actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$190,932 (2021 - \$203,405) of employer contributions while employees contributed \$176,576 (2021 - \$180,192) to the plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

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 Consolidated Financial Statements

December 31, 2022

13. Budget:

The Budget amounts represent the Financial Plan Bylaw adopted by Council on May 12, 2022.

The budget anticipated use of surpluses accumulated in previous years to balance against current expenditures in excess of current year revenues. In addition, the budget anticipated capital expenditures rather than amortization expense. The following schedule reconciles the approved bylaw to the amounts presented in the consolidated financial statements.

	<u>2022</u>
Financial Plan (Budget) Bylaw	\$ -
Add:	
Capital Expenditures	5,902,169
Debt Principal Repayments	312,266
Less:	
Debt Incurred	(2,395,000)
Transfers from Reserves	(2,155,252)
Amortization	<u>(2,197,802)</u>
Annual Surplus (Deficit) Presented in Consolidated Financial Statements	\$ <u>(533,619)</u>

14. Comparative Figures:

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

15. Segmented Information:

The District is a local government providing a wide range of service to the residents of Port Hardy, including public works, solid waste and recycling, protective services, recreation, economic development, water, sewer and marine. As a requirement of the Local Government Act, separate financial records must be kept for each service, providing particulars of assets and liabilities, revenues and expenditures, information concerning reserve funds and other pertinent financial details. The segmented information as disclosed in Schedules 2 and 3 reflects those functions offered by the District as summarized below:

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

Transportation Services – Delivers the municipal services related to maintenance of the roads, sidewalks, parks, open space, street lighting and storm drains.

Protective Services – Comprised of the Volunteer Fire Department, the Emergency Preparedness coordinator, building inspection and bylaw enforcement.

Environmental Health Services – Services related to the collection and disposal of solid waste and the recycling program.

Recreation and Culture – Provides recreation and leisure services such as fitness and aquatic programs, the library and the museum.

DISTRICT OF PORT HARDY

Notes to Consolidated Financial Statements

December 31, 2022

15. Segmented Information (continued):

Community Development – Provides economic development services including downtown revitalization, grant proposals and new business and development.

Water – Activities related to the water treatment plant and distribution system.

Sewer – Activities related to the treatment and collection system for waste water.

For each reported segment, revenues and expenses represent amounts that are directly attributable to the segment, in addition to amounts that are allocated to each segment on a reasonable basis.

16. Subsequent Event:

Subsequent to December 31, 2022, the District received a restricted contribution of \$503,580 distribution from the settlement of an estate. These funds are to be spent on upgrades to the Beaver Harbour Park on or before December 7, 2024.

DISTRICT OF PORT HARDY

Schedule 1 - Government Grants and Transfers to the District and Ratepayers Year Ended December 31, 2022

	2022		2021
	Budget	Actual	
	(Note 13)		
Federal Government			
Gas Tax	\$ 239,737	\$ 239,737	\$ 468,869
Other	-	53,154	67,994
	<u>239,737</u>	<u>292,891</u>	<u>536,863</u>
Province of BC and Other Programs			
General Fund			
Small Communities Grant	619,000	776,000	619,000
Hotel Tax	149,254	192,568	182,019
Other	<u>721,582</u>	<u>108,009</u>	<u>159,082</u>
	<u>1,489,836</u>	<u>1,076,577</u>	<u>960,101</u>
General Capital			
Infrastructure (Provincial)	-	153,974	1,480,385
	<u>\$ 1,729,573</u>	<u>\$ 1,523,442</u>	<u>\$ 2,977,349</u>

DISTRICT OF PORT HARDY

Schedule 2 - Combined Statement of Operations by Segment

Year Ended December 31, 2022

	General Government Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Culture	Community Development	Water	Sewer	2022 Actual	2022 Budget
Revenues										
Taxation	\$ 3,284,266	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,284,266	\$ 3,456,824
Payments in Lieu of Taxes	342,049	-	-	-	-	-	-	-	342,049	236,970
Sales of Services	-	467,968	64,955	348,064	154,407	-	1,669,472	1,448,361	4,153,227	4,003,738
Gain on Investment	226,375	-	-	-	-	-	-	-	226,375	-
Government Transfers	776,000	239,737	20,537	-	42,983	444,185	-	-	1,523,442	1,729,573
Other Revenue	402,204	64,198	31,020	1,947	39,897	48,748	74,418	44,021	706,453	418,527
	<u>5,030,894</u>	<u>771,903</u>	<u>116,512</u>	<u>350,011</u>	<u>237,287</u>	<u>492,933</u>	<u>1,743,890</u>	<u>1,492,382</u>	<u>10,235,812</u>	<u>9,845,632</u>
Expenses										
Salaries and Benefits	857,575	635,523	167,139	25,311	855,994	1,613	368,852	284,590	3,196,597	3,513,106
Goods and Services	505,445	618,773	168,971	49,498	256,225	31,520	642,574	335,648	2,608,654	3,509,566
Contracted Services	295,857	395,468	197,424	228,955	251,035	192,366	72,703	222,886	1,856,694	1,122,786
Interest Expense	23,034	-	-	-	-	-	-	-	23,034	35,991
Amortization	13,727	749,135	147,786	-	393,970	-	477,712	411,530	2,193,860	2,197,802
Loss on Disposal of Assets	-	-	-	-	8,085	-	-	-	8,085	-
	<u>1,695,638</u>	<u>2,398,899</u>	<u>681,320</u>	<u>303,764</u>	<u>1,765,309</u>	<u>225,499</u>	<u>1,561,841</u>	<u>1,254,654</u>	<u>9,886,924</u>	<u>10,379,251</u>
Annual Surplus (Deficit)	<u>\$ 3,335,256</u>	<u>\$ (1,626,996)</u>	<u>\$ (564,808)</u>	<u>\$ 46,247</u>	<u>\$ (1,528,022)</u>	<u>\$ 267,434</u>	<u>\$ 182,049</u>	<u>\$ 237,728</u>	<u>\$ 348,888</u>	<u>\$ (533,619)</u>

DISTRICT OF PORT HARDY

Schedule 3 - Combined Statement of Operations by Segment

Year Ended December 31, 2021

	General Government Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Culture	Community Development	Water	Sewer	2021 Actual	2021 Budget
Revenues										
Taxation	\$ 3,185,012	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,185,012	\$ 3,346,921
Payments in Lieu of Taxes	234,552	-	-	-	-	-	-	-	234,552	173,089
Sales of Services	-	453,232	81,015	340,428	111,937	-	1,589,356	1,440,301	4,016,269	3,801,762
Loss on Investment	(26,064)	-	-	-	-	-	-	-	(26,064)	-
Government Transfers	619,000	468,869	-	-	1,480,385	409,095	-	-	2,977,349	8,414,343
Other Revenue	264,353	53,455	28,861	2,499	39,307	36,755	29,917	21,708	476,855	401,494
	<u>4,276,853</u>	<u>975,556</u>	<u>109,876</u>	<u>342,927</u>	<u>1,631,629</u>	<u>445,850</u>	<u>1,619,273</u>	<u>1,462,009</u>	<u>10,863,973</u>	<u>16,137,609</u>
Expenses										
Salaries and Benefits	934,536	589,251	147,250	28,980	888,102	1,742	396,173	295,079	3,281,112	3,296,392
Goods and Services	119,902	584,538	167,468	44,242	349,089	23,724	624,929	467,906	2,381,798	3,185,890
Contracted Services	209,509	316,255	204,161	256,246	167,158	172,012	102,048	174,968	1,602,358	1,020,433
Interest Expense	12,107	-	-	-	-	-	-	-	12,107	42,536
Amortization	15,518	742,333	156,640	-	316,833	-	490,954	437,322	2,159,600	1,965,000
Loss on Disposal of Assets	-	6,035	-	-	26,179	-	-	-	32,214	-
	<u>1,291,572</u>	<u>2,238,412</u>	<u>675,519</u>	<u>329,468</u>	<u>1,747,361</u>	<u>197,478</u>	<u>1,614,104</u>	<u>1,375,275</u>	<u>9,469,189</u>	<u>9,510,251</u>
Annual Surplus (Deficit)	\$ <u>2,985,281</u>	\$ <u>(1,262,856)</u>	\$ <u>(565,643)</u>	\$ <u>13,459</u>	\$ <u>(115,732)</u>	\$ <u>248,372</u>	\$ <u>5,169</u>	<u>86,734</u>	\$ <u>1,394,784</u>	\$ <u>6,627,358</u>

DISTRICT OF PORT HARDY

Schedule 4 - COVID-19 Safe Restart Grant - Unaudited

Year Ended December 31, 2022

The District received a grant of \$1,376,000 under the COVID-19 Safe Restart Grant for Local Governments in the year ending December 31, 2020. The details surrounding these funds are shown in the schedule below:

	2022	2021
COVID-19 Safe Restart Funds Available	\$ 958,121	\$ 1,082,656
Interest Earned	-	9,395
Eligible Costs		
Revenue Shortfall	177,000	74,977
Pool Revitalization Project	401,121	-
Wages and Benefits	-	16,672
Equipment	-	19,138
COVID Contracted Services	-	23,143
	<u>578,121</u>	<u>133,930</u>
Balance - End of Year	\$ <u>380,000</u>	\$ <u>958,121</u>