

TOWN OF PORT McNEILL

AGENDA for the regular meeting of Council to be held Monday, February 21, 2011 at 7:30 p.m. at 1775 Grenville Place.

1. PETITIONS AND DELEGATIONS

- a) Request for delegate status from S. Barratt regarding Communities in Bloom.

2. MINUTES

- a) Minutes of the Regular Council meeting, February 07, 2011. M S

3. CORRESPONDENCE

- a) Executive Release received February 02, 2011 from the Union of British Columbia Municipalities (UBCM). M S
- b) Letter dated February 08, 2011 from Community Futures Mount Waddington regarding the Tennis court. M S
- c) Letter dated February 11, 2011 from North Island Crisis & Counselling Centre Society regarding crisis line services. M S

4. TABLE ITEMS

- a) Gowlings Publications from H. Brown. M S
- b) SeeVirtual 360 Tour Statistics for January. M S

5. REPORTS

- a) Request for resolutions for the Town's for Tomorrow Grant and WestCCAP Grant to replace the access ramp and main dock. M S
- b) 2010 CARIP Action report. M S
- c) Report on the Mount Waddington Health Network, First Nations and Treaty Issues and North Island Post-Secondary Educators Committee from Councillor S. Ackland. M S

6. BYLAWS

- a) Town of Port McNeill Fee Setting Bylaw No. 558.8, 2011 First, Second and Third Reading. M S

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

9. ADJOURNMENT

M S

Deputy Administrator

From: sharon.barratt@recn.ca on behalf of sharon.barratt [sharon.barratt@recn.ca]
Sent: Monday, February 14, 2011 4:27 PM
To: Sue Harvey
Subject: Feb 22 agenda

Hi Sue,
I would like to speak to the Mayor and Council regarding joint involvement between volunteers, business and Town Council in support of the Communities in Bloom program.
Thanks,
Sharon

Sharon Barratt
Communities in Bloom, Chair
250-956-4008 h
250-902-9637 c

TOWN OF PORT McNEILL

MINUTES of the regular meeting of Council held Monday, January 17, 2011 at 7:30 p.m. at 1775 Grenville Place.

PRESENT: Mayor G. Furney, Councillors S. Ackland, S. Downey, A. Frost, G. Wickstrom and Staff A. Sweet and S. Harvey

APOLOGIES:

1. PETITIONS AND DELEGATIONS

- a) Corporal Maurice Ruel presented Mayor and Council with a certificate stating that the Town of Port McNeill flag had been flown with the Canadian Helicopter Forces in Afghanistan.

2. MINUTES

- a) Minutes of the Regular Council meeting, January 17, 2011.

014/2011 – Moved, seconded and CARRIED that the January 17, 2011 minutes of the Regular Council meeting be accepted with the amendment to the motion 012/2011 to include the following “and presented to Council”.

Regular
Minutes

3. CORRESPONDENCE

- a) E-mail received January 10, 2011 from Dr. Alex Anawati regarding information needed for his research project.

015/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Dr. Anawati

- b) Letter dated January 12, 2011 from the Nanwakolas Council regarding the involvement of the Nanwakolas Council in the Pacific Integrated Management Area (PNCIMA).

016/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Nanwakolas
Council
PNCIMA

- c) Letter dated January 13, 2011 from the Ministry of Transportation regarding the Port McNeill Crosswalks.

017/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Crosswalks

- d) News Release dated January 26, 2011 from Vancouver Island Health Authority regarding the selection of the new Comox Valley hospital.

018/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed.

Comox Valley
Hospital

- e) Letter received January 31, 2011 from Communities in Bloom requesting that the 2011 membership fees be paid by the Town of Port McNeill.

019/2011 – Moved, seconded and CARRIED that the above correspondence be received and filed for discussion.

020/2011 – Moved, seconded and CARRIED that the request from Communities in Bloom be tabled to next Council meeting for consideration.

Communities
in Bloom

4. TABLE ITEMS

021/2011 – Moved, seconded and CARRIED that the Table Items be received and filed.

Table item

5. REPORTS

- a) Councillor A. Frost reported on the Volunteer Fire Department.

Report A.
Frost VFD

- b) Councillor G. Wickstrom reported on the Harbour Committee meeting.

Report G.
Wickstrom
Harbour Com

- c) Councillor S. Downey reported on attending the Vancouver Island Library Board meeting.

Report S.
Downey
Library
Meeting

6. BYLAWS

- a) Town of Port McNeill Fee Setting Bylaw No. 558.8, 2011 First Reading.

022/2011 – Moved, seconded and CARRIED that Bylaw No. 558.8, 2011 be discussed.

023/2011 – Moved, seconded and CARRIED that Bylaw No. 558.8, 2011 be tabled to next Council meeting.

Fee Setting
Bylaw No.
558.8, 2011

7. NEW BUSINESS

8. QUESTIONS FROM THE PUBLIC AND THE MEDIA

9. Resolution to go "In Camera" as per section 90 (1) (k) municipal services of the Community Charter.

024/2011 – Moved, seconded and CARRIED that Council go "In Camera" as per section 90 (1) (k) municipal services of the Community Charter. "In camera"

10. ADJOURNMENT

025/2010– Moved, seconded and CARRIED that the meeting be adjourned at 8:10 p.m. Adjourn

Mayor

Administrator



EXECUTIVE RELEASE

February 2, 2011

Highlights of the January 20-21 Executive Meeting

General Executive decisions:

- confirmed the following new appointments:
 - Jeff Mitton, Supervisor - Land Development, Deputy Approving Officer, Engineering, City of Victoria to the **Land Title Survey Authority Stakeholder Advisory Committee**
 - Councillor Barbara Steele, Mayor Barry Janyk, Mayor Christopher Causton, Mayor James Atebe and Director Tony Law (Coastal Ferries Advisory Committee) to the new **UBCM Ferry Fares Advisory Committee**.
- received an update on a proposed **industrial taxation** research study and directed continued work on such a study.
- received a status update on a report to be prepared by UBCM in collaboration with the LGMA and GFOA that defends **local government fiscal management**.
- directed that UBCM continue to work with the Province on the development and implementation of changes to the **farm assessment** process.
- agreed to continue to provide input into the development of the **Off Road Vehicle (ORV)** management framework through the two established working groups and report back to the Executive as required.
- agreed to continue to monitor the review of the **Agriculture Land Commission** and report out once the review report is available.
- received **financial reports** for the months ending November 30, and December 31, 2010.
- received a six-month status report on the 2010-2011 UBCM work program, as well as a report on other recent secretariat activities.
- received a status report on Victoria Operations including a status on the current provincially funded programs administered by UBCM under the **Local Government Program Services** and the **Gas Tax / Public Transit Programs**.
- received a report on FCM **international programs** and authorized continued UBCM involvement in the Vietnam component of the program; and following a debriefing from LGMA/FCM on their mission to Tanzania, will provide recommendations on possible UBCM involvement in Tanzania.
- received a presentation from the UBCM trustees to the **Municipal Pension Plan**.

COMMITTEE REPORTS

Presidents

The Presidents Committee meeting received updates on a number of matters including the member services and group benefits programs as well as the new bulk fuel purchasing program. The Committee put forward the following recommendations:

- write to all of the leadership candidates

(Liberal and NDP) and impress upon them the importance of moving forward with the local government elections legislation as a priority for a spring sitting of the legislature.

- approve the process for reviewing the UBCM News, which would include a survey of members and consideration of various design options.

Convention

The Committee reported that it had completed the review of the 2010 Convention with a look at the 2010 Sponsorship Final Report, and discussed the basic format and program development for this year's Convention. This included a review of convention details, such as the 2011 Convention theme, catering, audio-visual, preliminary budget, fees and sponsorship goals, and convention gift options. The Committee also considered the most recent correspondence with the Hilton Whistler Resort & Spa regarding 2010 Convention charges, and future Convention dates and locations. The Convention Committee also joined the Resolutions Committee for consideration of a report on electronic voting.

The Committee made the following recommendations:

- approve the draft Long Program.
- establish "**Rethink, Replace & Rejuvenate: The New 3 R's**" as 2011 Convention theme.
- approve David Foot as the keynote speaker for the 2011 Convention
- confirm registration fees and sponsorship goals for the coming year.

Environment

The Committee reported that it had heard three delegations from the Ministry of Environment (MOE) and Ministry of Natural Resource Operations. The first delegation was from MOE, in which Lynn Kriwoken, Director, Innovation and Planning Team and Ian Graeme, Manager, Watershed Sustainability, presented on proposed policy options for the modernization of the *Water Act*. The Committee also received a delegation from the Ministry of Natural Resource Operations, in which Tami Fur, Manager, Brownfield Implementation, presented on the BC Brownfield Renewal Strategy. Meghan McDermott, Legislative Advisor, Strategic Policy and Planning Division, MOE, also presented

on several changes to the *Environmental Management Act* (EMA) which are being contemplated by the Province.

The Committee made the following recommendations:

- draft a submission on the Province's proposed implementation plan for Zero Net Deforestation.
- draft a submission on the Province's *Water Act* Modernization policy proposal after consultation with local governments.
- distribute a memo to all local governments informing them of the extended deadline for submitting comments on the *Water Act* Modernization policy proposal.
- post the Regional District of North Okanagan's video, "A Disappearing Lifestyle: Small Scale Farming in BC," on the UBCM website.

First Nations Relations

The Committee reported that the issues discussed included local government participation in non-treaty agreements, commissioning a joint policy report with the First Nations Tax Commission on servicing agreements, and the *First Nations Commercial and Industrial Development Act*. The Committee also discussed planning of the Province-wide Community to Community Forum scheduled for March 1, 2011.

The Committee made the following recommendations:

- implement a workplan for a report on local government experiences in non-treaty agreements between the Province and First Nations as presented to the Committee.
- determine UBCM interests with respect to commissioning a report on servicing agreements and develop draft terms of reference with the First Nations Tax Commission for such a report.
- write the Minister of Aboriginal Relations and Reconciliation requesting consultation

with UBCM on the implementation of the *First Nations Commercial and Industrial Development Act*.

Healthy Communities

The Committee reported that it considered the issue of child poverty; referred resolution 2010 B112 on Improved Training for Rural General Practitioners; and correspondence from Health Canada on genetically modified organisms. One delegation was received from Lauren Syverson, Seniors' Healthy Living Secretariat, Ministry of Health Services, who provided an update on the Age Friendly Communities Initiative.

The Committee made the following recommendations:

- request a meeting in April with the Minister of Children and Family Development to discuss child poverty.
- request a meeting in April with the Minister of Health Services and the Parliamentary Secretary of Health Promotion to advocate for increased programs and policies to address mental health and addictions in BC.
- write to the University of Northern British Columbia's Northern Medical Program (NMP) to receive their suggestions on how UBCM can best support their program, which educates physicians in the north on remote, rural and aboriginal health issues.
- write a letter to the Prime Minister noting that Canadians have a right to know if their food is genetically modified, and that foods containing genetically modified organisms should be clearly labelled.

Community Economic Development

The Committee reported that it received updates on energy conservation and efficiency initiatives; softwood lumber; agreement between provincial and federal governments on aquaculture regulation; Net Zero Deforestation implementation plan; smart metering and were

advised of UBCM's participation in a CED webinar in collaboration with the BC Rural Secretariat.

The Committee made the following recommendations:

- write to the Minister of Forests in support of his stand against US allegations with respect to the softwood lumber agreement and request that he continue provincial efforts to look at other markets for BC wood beyond the United States (e.g. Asia).
- provide comments on the proposed implementation plan for the Net Zero Deforestation Act, which acknowledges conditional support for the plan based on the absence of any new responsibilities for local governments.
- write to the relevant provincial and federal government ministers requesting them to identify what the impact and implications will be for local governments as a result of the new Agreement that has been reached with respect to the new aquaculture regulatory arrangement.

Community Safety

The Committee reported that it received updates on the new Alberta framework for the delivery of law enforcement services in that province; concerns about increasing delays in the court system and the resources needed to address the problem; and the crime rate in the province.

The Committee met with two delegations. The first meeting was with Doug Kiloh, Supt., RCMP, Chief Officer, Combined Forces Special Enforcement Unit, who updated the Committee on gang activity around the province and some of the challenges that the police face in addressing this problem. He provided an outline of the different types of gangs around the province, how they operate, and where they are located. He provided local examples of how the police are attempting to deal with the gang problems.

The second meeting was with Mayor Peter Fassbender, City of Langley and Murray Dinwoodie, City Manager, City of Surrey who updated the Committee on the current status of the RCMP Contract Negotiations. Mayor Fassbender indicated that the negotiations were moving forward and that there was some progress being made to address local government concerns around cost containment and accountability. The Committee had detailed discussions with the local government representatives on the complexity of the discussions, local government frustrations with the process, the impact of proposed changes on local government, and the potential outcomes of the current negotiations.

The Committee made the following recommendations:

- undertake a survey of local governments who are responsible for jails and receive funding under the Keep of Prisoner (KOP) program, to find out the current status of the program and the extent to which the KOP payments cover the costs of operating local jails, and that discussions take place with the province once the information is collected.
- send out a memo to local governments updating them on the status of the RCMP contract negotiations.
- work with the provincial government to establish a Provincial RCMP Contract Management Committee.

Resolutions

The Committee reported that it reviewed its Terms of Reference and the timeline for the 2011 resolutions process. The Committee also considered resolution 2010-A4, which had been referred by the Executive to the Committee. The Committee reviewed delegate feedback on resolutions sessions at the 2010 Convention, including the implementation of new rules for handling resolutions and chairing

debate. Further to consideration of feedback, the Committee also considered suggestions for improvement for the 2011 Convention. Members of the Convention Committee joined the meeting to discuss a report on potential use of electronic voting technology during resolutions sessions.

The Committee made the following recommendations:

- work with the sponsor of resolution 2010-A4, "Verification of Compliance with Medical Marijuana Access Regulations", to draft a new or amended resolution for consideration at the 2011 UBCM Convention.
- request an allotment of approximately 6.5 hours for resolutions at the 2011 Convention, with uninterrupted blocks of time scheduled for resolutions sessions.
- organize training with a parliamentarian at the July Committee meeting.
- continue to consider selected B2 and B3 resolutions as part of a block.
- continue the use of "pro" and "con" microphones during resolutions sessions.
- proceed with testing and possible purchase of an electronic voting system for resolutions sessions at Convention.

Ferry Fares Advisory Committee

The Committee reported that it was established by the Executive at the November meeting and will be assessing the impact of increasing ferry fares on communities. It was noted that the Committee needed to determine if there was an opportunity for UBCM to have input prior to the ferry fares being set for the 2012-2016 period. Following their deliberations the Committee needs to confirm what the timeline is for setting ferry fares; and depending on the outcome of this information, it will arrange meetings as necessary with the Ferries Commissioner and/or the Minister of Transportation and Highways.

Meeting with Honourable Stephanie Cadieux, Minister of Community, Sport and Cultural Development

The Honourable Stephanie Cadieux, Minister of Community Sport and Cultural Development met with the UBCM Executive. Deputy Minister Grant Main and Assistant Deputy Minister, Local Government, Mike Furey were also in attendance.

The following issues were discussed with the Minister.

Local Government Elections Legislation

The Minister advised that staff were continuing to move forward with drafting the new elections legislation with the goal of being ready for a spring legislative sitting. She noted with the present leadership race and pending new leader the timing for the legislation cannot be confirmed. The Minister indicated that as soon as she had information with respect to confirming government direction she would advise the UBCM. President Steele indicated the importance of the elections legislation to the UBCM membership and our need to know, well in advance, the details of the legislation (e.g. campaign expense limits) and how they will impact the membership.

Extension of Infrastructure Deadline

The President expressed UBCM's appreciation, on behalf of the membership, for provincial efforts in working with the federal government to secure an extension to the infrastructure deadline.

RCMP Contract Negotiations

Community Safety Committee Chair, Kevin Flynn provided the Minister with an update on the meetings to date with provincial and federal officials with respect to the RCMP Contract Negotiations. Councillor Flynn indicated that this is a priority issue for members and while UBCM was primarily communicating with Minister Coleman's ministry, he offered to meet with the Minister at any time if she felt a briefing was necessary. The Minister advised that her staff were in close contact with other ministry staff who are leading the file.

Electronic Voting

The Minister advised that she had received letters from a few UBCM members requesting that electronic voting be instituted for the 2011 local government elections. She indicated that while the ministry was looking into e-voting options, there were a number of challenges (ie. security, voter identification) that still needed to be worked out and as a result it was not something that could be ready for 2011. She also noted that beyond the technological challenges, there would also need to be legislative amendments made before electronic voting could be permitted.

Overview of Sports, Arts and Culture components of the new Ministry

The Minister provided an overview of the other components of her new ministry – sports, arts and culture. She summarized by saying that culture, arts and sport are what bring communities and people together so it was fitting that these elements have all been brought together within the one ministry. Following a number of questions from the Executive, the Minister expressed an interest in engaging the Executive, in the near future, about identifying the opportunities for linking these various elements together.

February 8, 2011

COPY
John Martin
Secretary-Treasurer
School District # 85
P.O. Box 90, Port Hardy, BC
V0N 2P0

COPY TO Al Cherry 0230-01
Feb 9/11 6-6

RECEIVED

FEB - 9 2011

TOWN OF PORT McNEILL

Dear John Martin,

Recently a group of tennis enthusiasts met at Community Futures in Port McNeill to discuss the need for a usable tennis court in this community.

It was noted by the group that there are tennis courts in Port Hardy (currently being upgraded), Sointula (recently resurfaced) and in Alert Bay, all of which are actively used. However, as you know the only courts in Port McNeill are currently unusable.

There was acknowledgement by the group that the location of the current Port McNeill courts present some challenges with respect to security and maintenance. Further it is understood that the condition of the courts is such that repairs would be needed to bring them up to a safe playing level.

The group went on to consider potential new locations for a tennis court(s) and the cost of building one or two courts at that location. To that end the group approached OK Paving Company (Mike Balcke) to ascertain an estimate of cost for a new court(s). Based on the estimate received (\$37,000 for one court and \$65,000 for two) the group came to the conclusion that a newly built court would not be a feasible short or even medium term goal.

With all of this in mind I am writing to you today, on behalf of the group, which will be the nucleus of the Port McNeill Tennis Club, to discuss a short term plan, which would allow enthusiasts to again play tennis in Port McNeill.

The courts located between the Track and NISS are currently in a state of disrepair, but they are fixable. We would like to have a discussion with you about allowing our group to raise the funds and the volunteers needed to fix the courts and get them to a "safe and playable" level. The group has investigated the equipment, materials and cost to do the repairs. We found that the needed repairs could be done in a very cost effective way. The Club would be responsible for repairs and ongoing maintenance.

Growing communities one idea at a time.

56

Of course we would be open to School District involvement in the repairs, as we do believe that high school students may also benefit from a tennis court near their school.

It is noted that one our supporting members, Shane Field, is a Level 1 Tennis Coach and would be very pleased to provide after school instruction to students (and adults) free of charge, if that is something that the School District would like to do.

We would also like to talk to you about locking the entrance to the court, to reduce and hopefully eliminate the likelihood of vandalism, while still providing *key entry* to club members or schools who will use and care for the court, including teachers and students.

We would like to meet with you at your earliest convenience to discuss this opportunity. I will call you shortly to arrange a meeting time.

Yours truly,



David Mitchell
On Behalf of the Port McNeill Tennis Club

cc: Port McNeill Tennis Club Supporters: Shane Field, Shelly Downey, Greg Fox, Nicole Yorke, Jordan Altmiks, Dave Hamilton, Fernand Duperreault, Kelly Kennedy, Werner Manke, Larry Burroughs, Mike Cleary

Werner Manke, Trustee, School District #85

Mayor and Council, Town of Port McNeill

RECEIVED

FEB 11 2011

TOWN OF PORT McNEILL

4900-10
6-10COPY TO AL/Council/Agenda
DATE Feb 11/11**Reception**

From: "Cathie Wilson" <CathieW@nicccs.org>
To: <reception.portmcneill@telus.net>
Sent: Friday, February 11, 2011 11:31 AM
Attach: image002.png; image003.gif; image007.gif; cl pamphlet - local2.pub; cl poster - local LEGAL2.pub
Subject: Local North Island Crisis Line

Please forward to Mayor & Council.

Thank you.

Dear Mayor & Council,

We cannot thank you enough for the overwhelming support you have given to the Crisis Line. Mayor Furney, we so appreciate the lengths you have gone to advocate on our behalf with VIHA since this whole funding issue started in October 2009 and your letter in the paper (December 2010) was very inspiring and encouraging. We are endeavouring to continue to provide Crisis Line services as long as we are able – even carrying on with Crisis Line Volunteer training, strengthening our existing partnerships and fostering the initiatives we are currently involved with.

We would like to announce that the North Island Crisis Line not only will be participating in the yearly Crisis Line awareness week (third week in March) but we have decided that we are going to make the whole month of March, North Island Crisis Line Awareness month. We are planning different events throughout the North Island to raise awareness and provide resource information for everyone.

I have attached our Local Crisis Line poster and poster with pull tabs for circulation.

Thank you again for the encouragement and support,

Cathie Wilson

Crisis Line Coordinator



"Empowering People"

Box 2446, Port Hardy, BC, V0N 2P0

30)

Are you looking for a life changing experience? Volunteer with your local crisis line. Contact your local crisis line for information about upcoming trainings.



Crisis Line: (PH) 250-949-6033 (Alert Bay/Kingcome) 250-974-5326
Office Phone: 250-949-8333 FAX: 250-949-8344 Website: www.nicccs.org

Accredited by:



COMMITMENT • INTEGRITY • ACCREDITATION

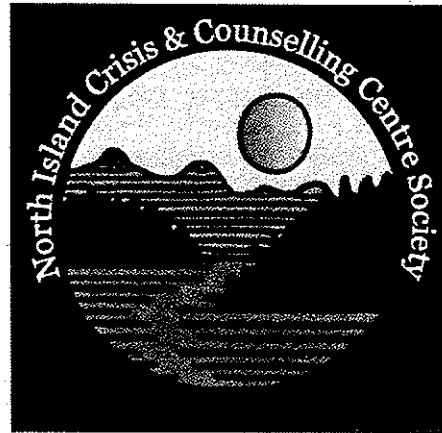


North Island Crisis & Counselling Centre Society encourages you to consider the environment before printing this email.

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Whatever the reason:

- ♥ Just to talk
- ♥ Sexuality
- ♥ Feeling sad
- ♥ In danger
- ♥ Suicidal feelings
- ♥ Feeling lonely
- ♥ Teen Issues
- ♥ Seniors issues



"Empowering People"

Crisis Line
(Local in Port Hardy area)
250-949-6033

(Local in Alert Bay/Kincome/Gilford)
250-974-5326

North Island Crisis & Counselling Centre
250-949-8333

P.O. Box 2446
Port Hardy, BC
V0N 2P0

Website
www.nicccs.org

LOCAL

North Island

Crisis Line

Local Port Hardy Area


250-949-6033



Local to Alert Bay/Kincome/Gilford


250-974-5326





*For a few moments,
Let someone help carry your pain
Someone who is there,
Because they care enough to help a
stranger in need,
Because they know,
Or they have seen,
From someone they know,
Or somewhere they've been.
Your life may be in danger and
There's nothing they can say,
To really make that pain go away.
But they are there for you even so,
Because somehow they know,
That somehow, some way,
They can help you find the strength
To live another day.....*

MICROSOFT



Primary Business Address
Your Address Line 2
Your Address Line 3
Your Address Line 4

Phone: 555-555-5555

Fax: 555-555-5555

E-mail: someone@example.com



Whatever the reason:

Just to talk

In danger

Sexuality

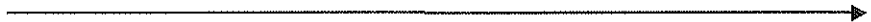
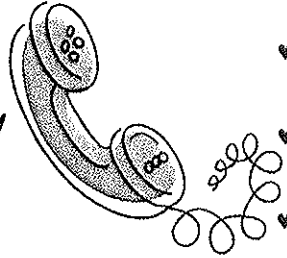
Suicidal feelings

Feeling sad

Feeling lonely

In a crisis

Teen/seniors issues



LOCAL

North Island

Crisis Line

"Empowering People"

Local Port Hardy Area

250-949-6033

24/7 call anytime

250-974-5326

Local in
**ALERT BAY &
KINGCOME**



Town of Port McNeill

P.O. Box 728,
Port McNeill, B.C.
V0N 2R0

Tel: 1-250-956-3111
Fax: 1-250-956-4300
email: pmadmin@telus.net

Report to Council

From: Karen Cessford

Date: February 9, 2011

**Re: Support for the Application for the Town's for Tomorrow Grant of \$400,000
Towards the Replacement of the Harbour Ramp and Main Dock**

A resolution from Council is required to support the Application for the Town's for Tomorrow \$400,000 Grant for the Replacement of the Port McNeill Municipal Harbour Ramp and Main Dock.

Suggested wording for the motion:

That the Town of Port McNeill Council supports the application for the Town's for Tomorrow Grant of \$400,000 for the replacement of the Port McNeill Municipal Harbour Access ramp and main dock.

Town of Port McNeill

P.O. Box 728,
Port McNeill, B.C.
V0N 2R0

Tel: 1-250-956-3111
Fax: 1-250-956-4300
email: pmadmin@telus.net

Report to Council

From: Karen Cessford

Date: February 9, 2011

**Re: Support for the Application for the WESTCCAP Grant of \$250,000
Towards the Replacement of the Harbour Ramp and Main Dock**

A resolution from Council is required to support the Application for the WESTCCAP \$250,000 Grant for the Replacement of the Port McNeill Municipal Harbour Ramp and Main Dock.

Suggested wording for the motion:

That the Town of Port McNeill Council supports the application for the WESTCCAP Grant of \$250,000 for the replacement of the Port McNeill Municipal Harbour Access ramp and main dock.

CARIP Report

Name of Local Government

Member of Regional District (RD)

Regional Growth Strategy (RGS) in region

Population

Enter text below as indicated (replace italics with your text)

Town of Port McNeill

Regional District of Mount Waddington

No

2632

Report Submitted by

Name

Title

Email

Phone

F. Albert Sweet

Administrator / Treasurer

pmfinance@telus.net

250-956-3111

Actions Taken to Reduce Energy Consumption and GHG Emissions in 2010

1.1. COMMIT

The Town of Port McNeill along with the Province of BC and the UBCM has signed the Climate Action Charter (CAC) pledging to achieve the following goals: Be carbon neutral in corporate operations by 2012; measure and report on our community greenhouse gas emission profile; and work to create compact, more energy efficient communities. In 2008, Premier Gordon Campbell announced that communities that have signed onto the CAC and agree to publicly report on their climate action progress would be eligible for the Climate Action Revenue Incentive Program (CARIP) grant. The following Report meets the CARIP requirements to publicly report on climate actions undertaken by this local government in the current year and intended climate actions for the following year.

1.2. MEASURE

Corporate Measurement

Answer

Additional information

Has your local government taken steps towards completing a corporate energy and emissions inventory? Please identify the steps taken.

In Progress

*Collected data on gas, diesel and heating oil consumption since July 2008
Collected electricity consumption data for 2010*

Community-wide Measurement Actions

Answer

Additional information

Has your local government taken steps to review and consider your community-wide GHG emissions profile as provided by the Community Energy and Emissions Inventory (CEEI) or other data sources? Please identify the steps taken.

In Progress

After reviewing vehicle gas and diesel consumption, consideration for the introduction of at least one electric vehicle is part of 2011 budget planning process.

1.3. PLAN

Answer

Additional information

Does your RGS have targets, policies and actions to reduce GHG emissions, as per the requirements under the *Local Governments Act* (LGA)? If yes, please identify the targets set. If no or in progress, please comment.

NA

NA

**This question is ONLY for Regional Districts with RGSS.*

Does your OCP(s) have targets, policies and actions to reduce GHG emissions, as per the requirements under the *Local Governments Act* (LGA)? If yes, please identify the targets set. If no or in progress, please comment.

No

Our OCP has not been updated.

1.4. ACT		
CORPORATE ACTIONS		
Please describe the <u>corporate actions</u> you have taken this year and propose for next year to reduce GHG emissions and energy consumption. Examples of tools you may have used include:		
a) Planning tools (e.g. Green Fleet Action Plan, Resource Management Plan, Corporate Climate Action Plan)		
b) Policy tools (e.g. Civic Building Policy, Fuel Efficiency Policy, Green Purchasing Policy, Green Infrastructure Policy)		
c) Other (e.g. corporate car share program, civic building retrofits, LED street lighting, building operator training, green driving education, other educational programs and staff awareness initiatives)		
Corporate Actions	Actions Taken This Year	Proposed Actions for Following Year
To reduce GHG emissions and energy consumption	<i>b) Anti idling policy is in place</i> <i>c) Staff awareness initiatives - discuss energy saving measures regularly (eg heat and lights)</i> <i>c) Civic building retrofit - installation of windmill at Town office is underway. Base is in place. Windmill expected soon.</i>	<i>a) Green Fleet - Investigate the feasibility of an electric vehicle for public works.</i>
COMMUNITY-WIDE ACTIONS		
Please describe the <u>community-wide actions</u> you have taken this year and propose to take next year to reduce GHG emissions and energy consumption in the sectors below. Examples of tools you may have used include:		
a) Planning and Policy tools (e.g. Climate Action Plan, Energy Plan)		
b) Regulatory tools (e.g. Development Permit Areas, Zoning, Development Cost Charge adjustments)		
c) Incentive tools (e.g. energy audit rebate program, fast tracking green developments)		
d) Other (e.g. Sustainability checklists, development guidelines, educational programs, and public awareness initiatives)		
Community-wide Actions	Actions Taken This Year	Proposed Actions for Following Year
To reduce transportation-related GHG emissions and energy consumption (i.e. through both transportation and land use actions)	<i>Support the region-wide public transportation system</i>	
To reduce building-related GHG emissions and energy consumption		<i>Working with Provincial Government to provide more senior housing in a compact, energy efficient building.</i>
To reduce water and waste-related GHG emissions and energy consumption	<i>Replace and upgrade outdated water mains to minimize the risk of pipe failure due to an out-of-date system.</i>	
To enhance carbon sink capacity through natural resource protection and enhancement		
Additional actions		

Report to Council February 21, 2011

Mount Waddington Health Network news:

- Met with BC Housing representative to discuss application process and funding options for recovery house proposal. New staff rep to assist with applications, questions from the North Island will be in place on February 28.
- Meeting of the Mount Waddington Addictions Planning Committee – to reconnect and discuss what has happened since we last met. Cataloging of all the
- addiction/recovery services in the MW region as well as down Island and in the province.

First Nations and Treaty Issues:

I attended FCM workshop focusing on the establishment of First Nations relationships and service agreements. Very informative workshop - a great follow up after the signing of the First Nations and MWRD protocol last spring.

North Island Post-Secondary Educators Committee news:

The committee has not met recently but two issues that were important to resolve were the leadership at North Island College in the Port Hardy Campus and a workforce strategy through the MWRD.

- Karsten Hendriksen has been hired as the Assistant Director of the Mount Waddington Regional Campus at Port Hardy. Karsten is here in the North Island and busily meeting with community, business and industry leaders in the North Island to determine training needs.
- The workforce strategy – there were several meetings last year and currently the RD is advertising a position to take the workforce strategy to its next level – out into our communities on the North Island.

TOWN OF PORT MCNEILL
Bylaw No. 558.8, 2011

A bylaw to establish fees and charges for various municipal services and goods for the Town of Port McNeill.

WHEREAS in accordance with the provisions of Section 8(2) of the Community Charter, a municipality may provide any service that the council considers necessary or desirable, and may do this directly or through another public authority or another person or organization,

AND WHEREAS in accordance with the provisions of Section 8(3) of the Community Charter, a council may, by bylaw, regulate, prohibit and impose requirements in relation to municipal services,

AND WHEREAS in accordance with the provisions of Section 12 of the Community Charter a council may, by bylaw, establish variations, terms and conditions in relation to municipal services,

AND WHEREAS in accordance with the provisions of Section 15 of the Community Charter a council may provide for a system of licenses, permits or approvals,

AND WHEREAS in accordance with the provisions of Section 194 of the Community Charter a council may, by bylaw, impose a fee payable in respect of all or part of a service of the municipality,

NOW THEREFORE the Town of Port McNeill, in open meeting assembled, enacts as follows:

a. THAT FEES AND CHARGES BE ESTABLISHED AS FOLLOWS:

1. Fees and Charges for a service established under the Town of Port McNeill Solid Waste Bylaw No. 559, 2003 and attached as Schedule "A" to Bylaw No 558.8, 2011.
2. Fees and Charges for a service established under the Town of Port McNeill Sewer Regulation Bylaw No. 560, 2003 and attached as Schedule "B" to Bylaw No. 558.8, 2011.
3. Fees and Charges for a service established under the Town of Port McNeill Water Regulation Bylaw No. 561, 2003 and attached as Schedule "C" to Bylaw No. 558.8, 2011.
4. Schedule "D" Recreation Fees and Charges
5. Schedule "E" Administration Fees and Charges
6. Schedule "F" Harbour Rates
7. Schedule "G" Building Permit Fees

- b. The Town of Port McNeill Fee Setting Bylaw No. 558.7, 2010 and all amendments thereto are repealed on the date this bylaw comes into effect.

c. This Bylaw may be cited as the "Town of Port McNeill Fee Setting Bylaw No. 558.8, 2011".

Read a first time the __ day of _____, 2011.

Read a second time the __ day of _____, 2011.

Read a third time the __ day of _____, 2011.

Reconsidered, finally passed and adopted the __ day of _____, 2011.

Mayor

Administrator

Certified to be a correct copy of Bylaw No. 558.8, 2011 as adopted.

Administrator

Schedule "A"
To Bylaw No. 558.8, 2011

Town of Port McNeill
Solid Waste Bylaw Fees For Service
(refers to Bylaw No. 559, 2003)

<u>1. Description</u>	<u>Monthly Rates</u>
Single Family Dwelling	\$ 9.00
Per Unit of a Duplex	\$ 9.00
Per Unit of a Townhouse Development	\$ 9.00
Per Unit of an Apartment Development	\$ 9.00
Per Bay of a Mobile Home Park	\$ 9.00
Each Residence in a Light Industrial/ Commercial Area	\$ 9.00
Each Office, Each Church Building	\$ 9.00
Extra Container tag	\$ 2.00 per tag

Rates shall be charged from the date of service.

2. Accounts are billed from January 1st to December 31st in each year and shall be allowed a discount of five percent (5 %) for prompt payment if paid by the last business day in February in the year in which the account is billed.

3. An additional twenty five percent (25%) discount on utility bills shall be allowed for Senior Citizens and physically challenged property owners, who qualify under the regulations set out in the Homeowner Grant Act (Age and Disability). This discount is applicable for the entire calendar year in which the utilities are billed. The twenty five percent (25%) discount is to be applied first, followed by the normal five percent (5%) discount being applied to the balance after the additional discount is taken.

Schedule "B"
To Bylaw No. 558.8, 2011

Town of Port McNeill
Sewer Regulation Bylaw Fees For Service
(refers to Bylaw No. 560, 2003)

<u>1. Description</u>	<u>Monthly Rate</u>
Single family dwelling	\$ 19.50
Bed and Breakfast/Boarding House	19.50
Per Room	9.00
Duplex, multiple dwellings, apartments (per single family dwelling suite or unit)	19.50
Campsites (per serviced site)	9.00
Hotel/motel/motor inn	
Coffee shop or dining room (per unit)	19.50
Per room	9.00
Beer parlour/neighbourhood pub (change to licensed premises)	32.00
Cocktail lounge	19.50(remove)
Laundromat - per wash machine	9.00
Schools:	
Per classroom	19.50
Store, office, restaurant or other commercial establishment	19.50
Car wash - additional charge if part of other commercial establishment	19.50(remove)
Churches, non-profit organizations - per establishment	19.50

2. Accounts are billed from January 1st to December 31st in each year and shall be allowed a discount of five percent (5 %) for prompt payment if paid by the last business day in February in the year in which the account is billed.

3. An additional twenty five percent (25%) discount on utility bills shall be allowed for Senior Citizens and physically challenged property owners, who qualify under the regulations set out in the Homeowner Grant Act (Age and Disability). This discount is applicable for the entire calendar year in which the utilities are billed. The twenty five percent (25%) discount is to be applied first, followed by the normal five percent (5%) discount being applied to the balance after the additional discount is taken.

Schedule "C"
To Bylaw No. 558.8, 2011

Town of Port McNeill
Water Regulation Bylaw Fees For Service
(refers to Bylaw No. 561, 2003)

<u>1. Description</u>	<u>Monthly Rate</u>
Single family dwelling	\$ 15.00
Bed and Breakfasts/Boarding House	15.00
Per rentable room	7.50
Duplex, multiple dwellings, apartments (per single family dwelling suite or unit)	15.00
Campsites (per serviced site)	7.50
Hotel/motel/motor inn	
Coffee shop or dining room (per unit)	15.00
Per room	7.50
Licensed premises	15.00
Laundromat - per wash machine	7.50
Schools:	
Per classroom	15.00
Store, office, restaurant or other commercial establishment	15.00
Churches, non-profit organizations - per establishment	15.00
Metered rate users - per cubic meter or part thereof	.25

2. Accounts are billed from January 1st to December 31st in each year and shall be allowed a discount of five percent (5%) for prompt payment if paid by the last business day in February in the year in which the account is billed.

3. An additional twenty five percent (25%) discount on utility bills shall be allowed for Senior Citizens and physically challenged property owners, who qualify under the regulations set out in the Homeowner Grant Act (Age and Disability). This discount is applicable for the entire calendar year in which the utilities are billed. The twenty five percent (25%) discount is to be applied first, followed by the normal five percent (5%) discount being applied to the balance after the additional discount is taken.

Schedule "D"
To Bylaw No. 558.8, 2011

Recreation Fees and Charges
All subject to HST except where noted

COMMUNITY HALL

Funerals	There shall be no charge for funerals
Non-alcohol Event	\$ 35.00 per hour
Non-alcohol Event, Day Rate to 5:00 p.m.	\$ 100.00 per day
Alcohol Event	\$ 50.00 per hour
Janitorial Fee – Non-alcohol banquet	\$ 75.00
Janitorial Fee – Alcohol Event	\$ 200.00
Kitchen	\$ 40.00 per day
Refundable Bond – Alcohol Events	\$ 300.00
Refundable Bond – Beer Garden	\$ 300.00
Chairs and Tables	No rental permitted

OLD ELEMENTARY SCHOOL RECREATION CENTRE

Meeting Room	\$ 15.00 per hour
Meeting Room, Day Rate to 5:00 p.m.	\$ 75.00 per day
Meeting Room, Monthly Contract Rate	\$ 400.00 per month
Gymnasium	\$ 20.00 per hour
Gymnasium, Day Rate to 5:00 p.m.	\$ 75.00 per day
Kitchen, Used as Meeting Room	\$ 15.00 per hour
Kitchen, Used as Meeting Room, Day Rate to 5:00 p.m.	\$ 75.00 per day
Storage Units	\$ 25.00 per month

CONCESSION STANDS

Day Rate	\$ 40.00 per field
Weekend Rate (Friday through Monday)	\$ 75.00 per field
Refundable Cleaning Deposit	\$ 75.00 per field

MISCELLANEOUS RENTAL RATES

Portable Public Address System	\$ 25.00 per day
(No charge if using Town facility)	
Coffee Urns	\$ 5.00 per day
(No charge if using Town facility)	

Keys

Refundable Deposit, up to 5 Sets of Ball Keys	\$ 50.00
Lost Keys	\$ 3.00 per key
Refundable Deposit, Community Hall Gate	\$ 30.00

Recreation Fees and Charges Continued

Sign Space

Harbour Park Sign Board	\$ 25.00 per year per space
Ball Fields	\$ 50.00 per year per space
Installation Fee	\$ 25.00 one time fee per sign

Pad Rental, Airport Security	\$100.00 per month
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SWIMMING POOL

Season (50% after June 30th)

Child, 3 – 12	\$100.00
Senior, 55+	\$115.00
Teen/Student (with card)	\$115.00
Adult	\$165.00
Family	\$300.00
Lengths Only	\$150.00
Weight watchers	\$148.50
Aquafit	\$150.00

Monthly

Child, 3 – 12	\$ 40.00
Senior , 55+	\$ 45.00
Teen/Student (with card)	\$ 45.00
Adult	\$ 60.00
Family	\$105.00
Lengths Only	\$ 50.00

Day

Loonie Swim	\$ 1.00
Child, under 3	free
Child, 3 – 12	\$ 2.00
Senior, 55+	\$ 2.00
Teen/Student (with card)	\$ 2.00
Adult	\$ 3.00
Family	\$ 7.00

Punch Cards (11 Tickets for the Price of 10)

Child, 3 – 12	\$ 20.00
Senior, 55+	\$ 20.00
Teen/Student (with card)	\$ 20.00
Adult	\$ 30.00
Family	\$ 70.00

Pool Rentals

One Hour	\$ 50.00
Deck Area (After pool hour is finished)	\$ 15.00/30 minutes

Lesson Rates

Preschool Swimkids	\$ 35.00 (10 – 20 minute classes)
Swimkids, Levels 1 – 4	\$ 40.00 (10 – 30 minute classes)
Swimkids, Levels 5 – 10	\$ 45.00 (10 – 45 minute classes)

Recreation Fees and Charges Continued

Junior Lifeguard Club	\$105.00
Patrols and Bronze Star	\$110.00 (10 – 45 minute classes)
Bronze Medallion	\$150.00 including books
Bronze Cross	\$150.00 (20 hour course)
Assistant Water Safety Inst. (AWSI)	\$300.00 (30 hour course)
Water Safety Instructor (WSI)	\$300.00 (30 hour course)
Private Lessons	\$ 15.00 per Half Hour
Additional Child	\$ 5.00

Schedule "E"
To Bylaw No. 558.8, 2011

Administration Fees and Charges
except where noted

Application to amend Official Community Plan Bylaw	\$350.00
Application to amend Zoning Bylaw	\$350.00
Application to amend Zoning Bylaw which requires that the Official Community Plan Bylaw also be amended	\$500.00
Certification by the Corporate Officer for the authenticity of a document	\$ 5.00
Commemorative Gift Program	
Bench	\$ 900.00 plus HST
Picnic Table	\$1,250.00 plus HST
Shrub or tree	\$ 75.00 plus HST
	Plus actual cost of plant and plaque
Copies of Bylaws	
Official Community Plan	\$ 10.00 plus HST
Subdivision Bylaw	\$ 10.00 plus HST
Copies of miscellaneous Bylaws exceeding 20 pages	\$ 5.00 per bylaw plus HST
Election Costs, School Trustee Election	
If the election involves a Councillor, Mayor and School Trustee ballot	33.3% of election cost billed to School District No. 85
If the election involves only 2 ballots (Mayor in by acclamation)	50% of election cost billed to School District No. 85
If the Regional District of Mount Waddington does not have an election for either Electoral Area "D" (Woss) or Area "C" (Hyde Creek, Telegraph Cove) the Town's CEO will arrange the School Trustee ballot	100% of cost billed to School District No. 85
Election Staffing Pay Rates	
Staff Positions	
▪ Chief Election Officer	\$800.00
▪ Deputy Chief Election Officer	\$500.00
▪ Election Official	\$350.00
Non-Staff Positions	
▪ Election Official	\$200.00
▪ Counters/Advance Voting Opportunity	

Administration Fees and Charges Continued

- Staff \$ 15.00 per hour
- Training (flat fee) \$ 20.00

Additional Election Rates

If an election is required for School Trustee at Woss and there is no Regional District Election (due to acclamation) the Chief Election Officer shall receive an additional \$100, to be charged out 100% to School District No. 85

Fax – to send	\$ 1.00
Freedom of Information and Privacy Act Requests for Information	Actual cost as provided for in the Act
Garbage Collection – extra tags	\$ 2.00
General Search Fee	\$ 20.00 plus HST
Laminating-per page or part thereof	\$ 5.00 plus HST
Maps – House Numbering	\$ 15.00 plus HST
NSF Cheques	\$ 25.00
Photocopies/Printer Copies Plus HST	
8.5" x 11"	\$.25 per page
8.5" x 14"	\$.25 per page
double sided, 8.5" x 11" or 8.5" x 14"	\$.50 per page
11" x 17"	\$.50 per page
Colour laser copies, 8.5" x 11" or 8.5" x 14"	\$ 1.00 per page
Pins for resale	Actual Cost
Property Tax Information Request	\$ 10.00
Public Works Charges (all labour rates calculated on actual rate plus benefits) Plus HST	
Backhoe, Including Operator	\$ 70.00 per hour
Dump Truck, Including Operator	\$ 50.00 per hour
L90 Loader, Including Operator	\$ 85.00 per hour
Equipment Operator – working within scheduled 8 hour day	\$ 40.00 per hour
Equipment Operator – working in excess of 8 hour day	\$ 55.00 per hour
Public Works Supervisor – working within scheduled 8 hour day	\$ 50.00 per hour
Public Works Supervisor – working in excess of 8 hour day	\$ 70.00 per hour
Sewer Flusher – Includes Pickup Truck, One Employee and Flusher, charged from the time the flusher leaves Port McNeill yard to the return to the yard	\$ 70.00 per hour

To turn water off and turn it on again to allow for repairs	\$ 50.00
Mileage	\$ 0.52 per km
Ferry Actual Cost	
Meals – Breakfast	\$ 15.00 (includes tip and HST)
Lunch	\$ 15.00 (includes tip and HST)
Dinner	\$ 25.00 (includes tip and HST)

Vehicle Parking (All fees are payable in advance and are non-refundable)

Parking only, per day or portion thereof	\$ 3.00 (HST included)
Parking Weekly	\$ 15.00
Monthly vehicle parking pass	\$ 50.00
Annual vehicle parking pass	\$ 180.00

Note: One parking pass is included in the annual moorage rate purchase (not transferable)

<u>Shed Open Storage</u> remove	\$ 0.10 per square foot per day
remove	\$ 0.50 per square foot per month

<u>Baseball Caps with Harbour Logo</u>	\$ 14.00 (HST included)
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Hydro

20 amp daily	\$ 4.00
20 amp monthly	\$ 45.00
30 amp daily	\$ 6.00
30 amp monthly	\$ 75.00
30 amp 6 months adv	\$200.00
30 amp yearly (delete)	\$375.00 per cord (paid in advance, October 1 – September 30)
30 or 20 amp 6 months adv	\$200.00
50 amp daily	\$ 10.00
50 amp monthly	\$120.00

Live Aboard Service Charge

Remove, replace
with tenant contract. Annual (includes hydro, moorage not included) \$800.00
(\$200.00 paid quarterly Oct. 1, Jan. 1, Apr. 1, Jul. 1)

Current live aboard to be grandfathered in. No new live aboards will be accepted

<u>Emergency Pump-out</u>	\$ 50.00 per hour
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<u>NSF Cheques</u>	\$ 25.00
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Loading Dock – 1 hour courtesy unloading except by prearrangement with Harbour Manager – vessels exceeding the posted time limit or overnight mooring are subject to a \$100.00 moorage charge.

Schedule "G"
To Bylaw No. 558.8, 2011

BUILDING PERMIT FEES

The Schedule of fees to be charged for the issuance of a permit under the current Town of Port McNeill Building and Plumbing Bylaw and any amendments is as follows:

1. DECLARED OR ASSESSED VALUE

The permit fee for the construction, reconstruction, addition, extension, alteration and repair of any buildings or any other work requiring a permit and not specifically listed here:

Minimum fee \$ 50.00

Plus \$5.00 per \$1,000.00 or portion thereof to \$500,000 of value and \$4.00 per \$1,000.00 thereafter.

The fee for each plumbing fixture, which includes all traps and hot water tanks shall be:

\$7.50 per fixture when issued in conjunction with a Building Permit, or
\$7.50 per fixture plus \$75.00 flat rate when issued separately from a Building Permit.

2. NON-REFUNDABLE APPLICATION FEE

Every permit application shall include a non-refundable application fee:

Actual Permit Fee up to \$10,000.00 of construction cost;
• \$50.00 for each application \$10,000.00 to \$50,000.00
• \$150.00 for each application valued over \$50,000.00.

This fee will be applied against the cost of the permit.

3. RELATED BUILDING PERMIT FEES

Solid Burning Fuel Appliance Inspection (max. 2 visits per)	\$ 75.00
Re-inspection fee	\$ 75.00
Demolition Fee	\$ 50.00
Moving Permit	\$ 75.00
Temporary Building Permit	\$ 75.00**
Mobile Home or Modular Home Placement	\$ 75.00**
Minimum Inspection Fee	\$ 50.00
After Hours Building Inspection Fee	based on time actually spent making the inspection, including travel time.
Water Connection Permit Fee	\$500.00
Sanitary Sewer Connection Permit Fee	\$500.00
Storm Sewer Connection Permit Fee	\$500.00
Water Capping Off Fee	\$ 50.00
Sanitary Sewer Capping Off Fee	\$ 50.00
Storm Sewer Capping Off Fee	\$ 50.00
Deposit – building or demolition – single family/ Duplex residential	\$1,000.00

Deposit – building or demolition – commercial or
Industrial \$2,000.00

** Plus construction values of new work on-site such as foundations, basements,
additions and plumbing.

4. BUILDING PERMIT REFUNDS

Construction Value up to \$50,000.00 \$ 50.00
Construction Value in excess of \$50,000.00 \$ 2.00 per \$1,000.00 value

Where a Permit has been issued pursuant to the current Town of Port McNeill Building
and Plumbing Bylaw and any amendments thereto, and construction has not
commenced:

75% of the permit fee may be refunded upon application for the cancellation of the
permit.

No refund shall be made in the amount of less than \$50.00.

Applications for refunds must be received within 12 months of permit issuance.

5. NOTICE ON TITLE

Administrative Charge to Remove \$200.00