



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS MEETING MINUTES

June 19th, 2018 at 2:00pm

Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

Present: Andrew Hory (Chair), and Directors Jan Allen, Dennis Buchanan, Hank Bood, Heidi Soltau, John Tidbury and Dave Rushton (*On Phone*)

Staff: Greg Fletcher- Chief Administrative Officer, Pat English- Manager of Economic Development, Jeff Long- Manager of Planning and Development Services, Theresa Flynn- Treasurer, Joli White- Tourism Coordinator, Louisa Bates- Recording Secretary

Regrets: Cathy Denham

Media: Kathy O-Reilly- North Island Eagle, Hannah Peterson- North Island Gazette
Public: 0

CALL TO ORDER

Time: 2:06 PM

A. APPROVAL OF AGENDA

127/2018 Moved/Seconded/Carried
THAT the June 19th, 2018 Regional District of Mount Waddington Board of Directors agenda be approved as presented.

B. DELEGATIONS

1. Alycia Traas, Manager of Operations- Ministry of Transportation and Infrastructure

- *Michael Goodhelpson is the Ministry's local contact; sent his regrets*
- *2018 North Island Major Capital projects*
 - 1) *Sayward passing lanes – 2 year project. Lanes to be south of Roberts lake rest area, construction to begin early September, full completion anticipated for summer of 2019; if funds available may put additional northbound lane in.*
 - 2) *Port McNeill Campbell Way - Highway 19A Intersection, to begin in near future, completion expected for the end of September*
 - 3) *Beaver Cove road intersection, happening August/September 2018*
- *Highway Maintenance Services contract expires August 31st, 2018, current provider, Emcon, is expected to deliver these services up until the end date.*
- *New Contract recipient is Mainroad, with a 10 year contract with option to extend for an additional 5 years - start date September 1st, 2018. The new contract available online along with specifications. Formal introductions will happen in September.*
- *Mainroad to determine how deliverables will be provided, contract requirement for 15% of subcontracting to encourage opportunity for local companies*

Questions/Comments

- *What happens to the employees of Emcon? Union members will move with the people the positions to be impacted include the superintendent positions;*
- *What determines the successful bidder? – RFI process completed in 2017, shortlist generated from submissions of those that met criteria of qualifications followed by RFP. RFP process set criteria with non-negotiables, insurance etc. Demonstrations of company, capacity, knowledge of service area, quality control and assurance. Contractors scored accordingly, considerations given if score met;*

- *Contract advertised price cap?, \$4 million higher than winning proposal. Funding division between routine activities, remainder goes to qualified maintenance this fixes the contract to ensure a competitive process;*
- *Scope of Campbell Way intersection? Objective to improve intersection safety, the road to be raised approximately a 1 ½ km section to lift the intersection and improve sightlines;*
- *Byng Road intersection, potential for concern with contractor transition and communications and potential for coinciding works? Preferred approach - local government, contract ministry, if aware of upcoming works the September before, can put together a quantified maintenance plan and allocate funding/ opportunity to align projects. Is there a budget for special items? Did input request three times, CVRD encountering same issue. 2018 contingency funds tendered.*
- *Port Alice highway signage, positive feedback, note of signage for Prince Rupert at Sayward Jct., is there opportunity for similar signage of behalf of other ferry connected communities, Alert Bay/Sointula? Alycia to follow up.*
- *Feedback from residents regarding paving, lumpy, inconsistent? Likely to be seal coat not a flat coating.*
- *Accelerated road deterioration due to added logging traffic on highways, tremendous amount of rock, pot holes and other. Recommendation: move logging trucks off public highways or otherwise tax them for the use. Companies issued license to build gravel roads, so build them.*
- *Placard Signage on trucks – to ensure that they are compliant. In discussions with ministry to ensure that they are safer*
- *Concerns of logging truck related accidents with increased highway speeds, additional logging trucks, loose gravel on the roads, travel of the trucks on highway during daylight during peak of public travel*
- *Highway accident related fires, where a truck caught fire on the side of the highway, could Ministry of Transportation set up a cost for reimbursement? – Not of the scope of the Ministry, responsible for infrastructure not emergency services. Could be applied provincially – who is responsible for emergency services in the discussion – MOTI could be invited, can not lead it.*
- *Concerns of condition of road with contractor change. – Emcon should continue repairing damaged/degraded sections, including south of Eve River. Paving department has conducted mapping, Eve River is identified as a red zone, not actionable this year but soon.*
- *Coal Harbour resurfacing, section 5 to 6 feet across created a massive speed bump not a smooth service, 30 km, overlay, likely intended as a temporary fix, would be revisited based on priority.*
- *Request to assessment on 7 Mile sand/aggregate reserve – Alycia to follow up with pit manager.*
- *Request for Woss speed signs. Dave to follow up with Michael Goodhelpson.*
- *Overall feedback, Michael Goodhelpson has been proactively engaged, efforts recognized and appreciated by the Board.*

Chair thanked the delegate.

C. ADOPTION OF MINUTES

Moved/Seconded/Carried

128/2018 THAT the Minutes of the Board of Directors Meeting held May 15th, 2018 be approved as presented.

D. CORRESPONDENCE ON THE TABLE

1. Correspondence on the Table for June: District of Port Hardy Regular Council Meetings April 10, April 24, May 8, Committee of the Whole April 24, May 8, May 9, Special Council Meeting May 8, 2018; Town of Port McNeill Regular Council Meetings May 7, May 22, Special Meeting of Council May 9, 2018; Village of Port Alice Regular Meeting April 25, 2018; Village of Alert Bay Regular Council Meetings March 26, April 23, 2018

129/2018

Moved/Seconded/Carried

That the Correspondence on the Table be received and filed.

2. Cheque Register Report (May 1st, 2018 to May 31st, 2018)

130/2018

Moved/Seconded/Carried

Cheque Register be received and filed.

E. STAFF REPORTS

1. Administrator (June 13, 2018)

131/2018

Moved/Seconded/Carried

THAT the License agreement for the Quatsino Archives Association to utilize Lot A, Section 36 Township 18 Rupert District Plan VIP80457 for public museum purposes, be renewed for a term from July 1, 2018 to June 30, 2023.

132/2018

Moved/Seconded/Carried

THAT the License agreement for the Sointula Community Garden Society to utilize a portion of Lot A, Plan VIP65644, Section 9, Rupert District for community garden and greenhouse purposes, for a term from July 1, 2018 to June 30, 2023.

a) Statutory Declaration for Electoral Areas population for change in boundaries

133/2018

Moved/Seconded/Carried

THAT the Chair and the Administrator be authorized to sign the Statutory Declaration regarding the population of the electoral areas.

134/2018

Moved/Seconded/Carried

THAT the Administrator Report be received and filed.

b) New Car Purchase (June 11, 2018)

There was some discussion regarding the availability of local servicing options, warranty and the analysis done regarding to the current staff use of personal vehicles; with a second vehicle in place it was suggested that the policy committee review the use of personal vehicles.

In favor – 6 Opposed 1 – Area A, Director Soltau

135/2018

Moved/Seconded/Carried

THAT a Chevrolet Volt be purchased from Tyee Chevrolet-Buick with funds from CGA reserves.

b) Travel Report (June 19, 2018)

- Amendment: Manager of Operations - Fire Chiefs Conference, June 4th to 8th, 2018. Estimated cost \$2,460.
- 136/2018 Moved/Seconded/Carried
THAT the travel report be approved as amended, received and filed.
2. Manager of Economic Development (June 12, 2018)
- 137/2018 Moved/Seconded/Carried
THAT the application for a Nominal Rent Tenure for DL 2077, Rupert Land District be approved, and that finalization of the tenure agreement will be subject to the closing of a proposed Agreement to Transfer with the Government of Canada.
- 138/2018 Moved/Seconded/Carried
THAT, as per recommendations from the Electoral Area Committee, the following Rural Tourism Action Grant applications be approved: 1) North Island Timing Association for \$2,500 (application RTAG 2018 - 03); 2) Sointula Recreation Association for trailhead signs for the Beautiful Bay for \$1,000 (applications RTAG 2018 – 04); and 3) Sointula Recreation Association for trailhead signs for the Mateoja Heritage Trail (RTAG 2018 – 05).
- 139/2018 *Assisting local community groups with 7 applications for the Rural Dividend Fund.*
Moved/Seconded/Carried
THAT the Manager of Economic Development report be received and filed.
- 140/2018 a) Tourism Coordinator Report (June 11, 2018)
Moved/Seconded/Carried
THAT the Tourism Coordinator report be received and filed.
3. Manager of Operations Report (June 12, 2018)
- *Noted that a site visit is now required to check on progress at Quatsino Depot and decide about adequacy of footings prior to pouring the floor.*
 - *Invasive species eradication, every spot documented in a GIS database, expectation is that contractors return to locations and report on site status. Expectation that diligence will be completed, total expectation for high quality work.*
 - *Pumphouse road, knotweed takes a long time to respond and eradicate. Serious concern for Nimpkish system, province made decision for the gate based on potential for brushing, likely to remain closed until completely addressed.*
 - *Successful application for a used oil drop off sea can, worth about \$25,000. Should arrive around September. The new drop-off will have spill containment.*
 - *Plastic film is already accepted at 7 Mile and the Malcolm Island Recycling Depot. Will be accepted soon in Woss and eventually in Quatsino and Winter Harbour. Want to ensure that staff fully understand differences between types of plastic prior to implementation.*
 - *7 Mile open 7 days a week starting July 8nd, will post up on Arena Board.*
- 141/2018 Moved/Seconded/Carried
THAT the Manager of Operations report be received and filed.
4. Manager of Planning & Development Services (June 01, 2018)

- 142/2018
- Chair thanked Mr. Long for efforts to gather the feedback from the Hyde Creek community and working work with the HCAPC to bring the results back to the public.
 - Congratulations to Mr. Long for academic achievements in achieving the highest mark of the graduating PADMIN class, award presentation to come at July meeting.

Moved/Seconded/Carried

THAT the Manager of Planning & Development Services report be received and filed.

5. Treasurer (June 05, 2018)

- 143/2018
- Cash handling internal control audits on operations underway- Link River, Bere Point, 7-Mile and the Arena
 - SOFI report, expenses that are generally perceived as bestowing personal benefit may include expenditures required for employees to perform their job functions.

Moved/Seconded/Carried

- 144/2018
- THAT the 2017 Statement of Financial Information for the Regional District of Mount Waddington be accepted and approved.

Moved/Seconded/Carried

THAT the Finance report be received and filed.

- 145/2018
- a) Single Source Report (May 31, 2018)

Moved/Seconded/Carried

THAT the Single Source Report be received and filed.

- 146/2018
- F. COMMITTEE REPORTS – June 19th Electoral Area Director’s Committee meeting.**

Moved/Seconded/Carried

THAT the following gas tax applications be approved:

- 1) GT2018-04 Sointula Community Garden Society Greenhouse for \$20,300;
- 2) GT2018-05 Hyde Creek Fire Service Interface Resiliency Capacity for \$134,500;
- 3) GT2018-06 Hyde Creek Community Recreation Hall Re-Roofing for \$20,000.

G. BYLAWS AND PERMITS

- 147/2018
1. a) Bylaw No. 948 cited as “Regional District of Mount Waddington Advisory Planning Commissions Bylaw No. 948, 2018” for 1st, 2nd and 3rd readings.

Moved/Seconded/Carried

THAT Bylaw No. 948 cited as “Regional District of Mount Waddington Advisory Planning Commissions Bylaw No. 948, 2018” be read for a 1st, 2nd and 3rd time.

- 148/2018
- b) Bylaw No. 948 for adoption.

Moved/Seconded/Carried

THAT Bylaw No. 948 be adopted.

- 149/2018
2. a) Bylaw No. 949 cited as “Regional District of Mount Waddington Malcolm Island Advisory Commission Bylaw No. 949, 2018” for 1st, 2nd and 3rd readings.

Moved/Seconded/Carried

THAT Bylaw No. 949 cited as "Regional District of Mount Waddington Malcolm Island Advisory Commission Bylaw No. 949, 2018" be read for a 1st, 2nd and 3rd time.

Director Soltau left the meeting – 3:48pm.

b) Bylaw No. 949 for adoption.

150/2018

Moved/Seconded/Carried

THAT Bylaw No. 949 be adopted.

3. Quatsino Wharf Bylaw Report relating to Bylaw 950 cited as "Quatsino Public Wharf Service Establishment Bylaw No. 950, 2018.

151/2018

Moved/Seconded/Carried

THAT the attached Notice to Electors of the Alternative Approval Process for the "Quatsino Public Wharf Service Establishment Bylaw No. 950, 2018 be approved.

152/2018

Moved/Seconded/Carried

THAT the attached Elector Response Form for the Alternative Approval Process for the "Quatsino Public Wharf Service Establishment Bylaw No. 950, 2018 be approved.

153/2018

Moved/Seconded/Carried

THAT the total number of electors within the Quatsino Public Wharf Service Establishment Bylaw No. 950, 2018 to which the Alternative Approval Process applies is determined to be 91 of which 10%, or 10 electors, must submit the Elector Response Forms to prevent the Regional District of Mount Waddington from adopting "Bylaw 950" without first obtaining the assent of the electors by way of referendum.

Chair thanked the Board for their efforts on this process.

154/2018

Moved/Seconded/Carried

THAT Bylaw No. 950 cited as "Regional District of Mount Waddington Quatsino Public Wharf Service Area Establishment Bylaw No. 950, 2018" be read for a 1st 2nd and 3rd time.

H. CORRESPONDENCE

OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

1. Electoral Area Updates:

Area "A"- Broughton / Malcolm Island / Mainland

155/2018

Moved/Seconded/Carried

THAT given the amalgamation of the Malcolm Island Advisory Planning Commission and the Malcolm Island Local Services Management Committee into the Malcolm Island Advisory Commission as per Regional District of Mount Waddington Malcolm Island Advisory Commission Bylaw No. 949, 2018, the memberships associated with the two previous organizations are hereby rescinded.

AND FURTHER THAT the following be appointed as members of the Malcolm Island Advisory Commission effective June 19, 2018 until December 31st, 2020: Carmen Burrows, Guy Carlson, Chris Chateauvert, Joy Davidson, John Malthouse, Michelle Pottage, Sheila Roote and Dennis Swanson.

Area “B”- Quatsino / Winter Harbour

Area “C” – Hyde Creek / Rupert

156/2018

Moved/Seconded/Carried

THAT the appointments of Josh Solga and Maurie Maitland be cancelled as members of the Quatsino Advisory Planning Commission as these persons are no longer residents of Quatsino;

AND FURTHER THAT Kevin Maher, Dianne Renaud and Peter Solga be appointed as members of the Quatsino Advisory Planning Commission effective June 19, 2018 until December 31st, 2020.

157/2018

Moved/Seconded/Carried

THAT Hyde Creek Advisory Planning Commission appointments be extended to December 31, 2019.

- *Pleased with Quatsino wharf process*
- *Velie Lane access is now completed*

Area “D”- Nimpkish Valley / Woss

- *High temperatures in Woss*
- *Forestry program very successful, graduation upcoming*

1. Municipal Updates:

Village of Alert Bay

- *Met with coastguard as part of the Ocean Protections plan in Campbell River, meetings with local area representatives with common knowledge from those familiar with spill sensitive areas*
- *Doing interviews for new CAO*
- *Hired 4 summer students*
- *Summer market last Friday*
- *Sewer project under way*

Village of Port Alice

- *Loggers on early shift*
- *Warm weather over there, may end over the next couple of days*
- *Preparing for July 1st, everyone welcome*
- *Presentation at council meeting by two employees regarding the Link River lease, Village of Port Alice looking at taking back contract, with contact Greg to come over and discuss with council*
- *News about Neucel, nothing in writing may hear something in the next few weeks.*

District of Port Hardy

- *FILOMI Days Committee was unsuccessful in communications with drag racing group to reschedule their event to not conflict with Filomi Days*
- *Cape Scott Trailhead, two bridges being built, still getting tourists arriving unaware that the road was closed*
- *To be brought forward to next finance committee meeting, a big Welcome to the North Island sign to be located down by the Sayward hill, entering Regional District Boundary*

Town of Port McNeill

- *Logger sports very successful, contacted by other communities to join*

- *Canada Day festivities July 1st, done by noon, use as opportunity to celebrate volunteers*
- *Sent a forest fundamentals invitation to the Minister of Forests*
- *Timing Association came to Port McNeil council with event 3 dates, discussed that because they advertise FILOMI days they believe that they are selling the region, different crowd, can support more than one community doing something.*
- *Advertising for a new receptionist, finance clerk moving through. Succession planning. Farmers market successful – fresh frozen fish, prawns and smoked salmon.*

Medi Questions: Legal proceedings on Bylaw 895? – to come from planning and development services staff.

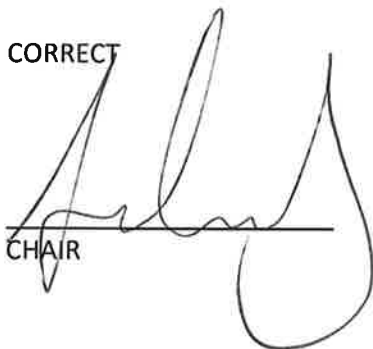
4. Next Regular Meeting of the Board of Directors: July 17th, 2018 at 2:00 p.m.

J. ADJOURNMENT

158/2018 Moved/Seconded/Carried
That the meeting be adjourned.

Time: 4:11 pm.

CORRECT



CHAIR

APPROVED



SECRETARY