



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS MEETING MINUTES

July 17th, 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, Cathy Denham, Dave Rushton, Heidi Soltau, John Tidbury and Alternate Director Leighton Wishart

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: Hank Bood, Shirley Ackland

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

Public: 5

CALL TO ORDER

Time: 2:02 PM

APPROVAL OF AGENDA

159/2018

Moved/Seconded/Carried

THAT the July 17th, 2018 Regional District of Mount Waddington Board of Directors agenda be approved as presented.

A. DELEGATIONS & RECOGNITIONS

1. Delegations

- a. Rosemary Bonanno and Barry Avis Vancouver Island Regional Library
 - *Barry Avis– Chair of Library Board, 39 branches 11 RDs, of interest funding the same as 1986 1 million from Province, looking to improve the Provincial Funding*
 - *Modular Prototype developed to meet the needs of small rural communities by Herald Engineering in Nanaimo: 1400 sq ft. can add 700 sq ft to make it a bit bigger*
 - *Includes space for programing, examination/study room, lounge area, hub of the community, class room, accessible parking lots, a more community oriented facility*
 - *Will meet with Woss residents tonight to consult with community*
 - *VIRL Motto: Strong libraries, strong communities – promotes community libraries, all welcome*

Questions/Comments

- *Timeline – What is the project timeline? Just at end of schematic design, close to creating tender documents, because pre-engineered building should cut down timeline for delivery, maybe 10 weeks, a total of about 4 weeks for installation, could conceivably be completed within 1-year*
- *Other libraries in the area, Sointula, Port McNeill – What is the schedule for Sointula? Within the next couple of years, in the cue – If the use of a pre-engineered structure is the approach, could expedite the process*
- *Financing on a Provincial side, recognize that more than half the libraries are considered rural, been trying to approach Rob Flemming to determine if there is opportunity for additional funding opportunities.*

Chair thanked the delegates.

b. Scott Mitchell, Seven Hills Golf & Country Club

- *Circulated a summary of operating expenses for the last 5 years*
- *The Club had planned to incrementally replace aging hydro poles*
- *This spring one of the Poles fell down, creating an emergency situation at the maintenance shed, leading to rethinking the whole incremental approach*
- *Running out of time given liability, particularly if during operating season, as well as added expenses if conducted over multiple times*
- *Quotes to replace the remaining 11 poles are approx., \$80,000, representing about 40% of the operating costs of the Club.*
- *Request that the Regional District would consider advancing contributions out for \$60,000 representing 3 years of incremental payments. \$20,000 already received for 2018.*
- *Timeline for installation would be in the fall, after the busy season.*

Questions/Comments

- *Has 7 Hills approached any of the forest industries for financial assistance? Not specifically. There have been discussions with local operators for poles, however there is a code for utility poles and one is not permitted to make own poles, requires certification/verification. Otherwise, private contributions have not been broadly considered for this project.*
- *How many members does the club have to date? Approximately 80 members*
- *If the RDMW provides a 2-year advance of financial contributions, what is the club's contingency plan for operations of the golf course for the outstanding years? 7 Hills may have to consider a combined approach, including a rate increase in memberships.*
- *The operations has a new club manager, a golf professional from Sechelt. Has begun communications with local businesses and chamber of commerce to promote locally, attract new memberships, as well as to increase visitors.*
- *Challenge not having funding to run the golf course and annual operating costs*
- *Does 7 Hills qualify for a Rural Dividend Grant? These grants pay for capital costs. Not for profits qualify, next call for proposals is March, 2019, would be a worthwhile consideration.*
- *Junior golf program application has been made for a gaming grant*
- *Previous club management and board, have over the same period of time, have tucked away two \$50,000.00 emergency fund GICs; will be accessing GICS in the near future, however top up would still be required to upgrade machinery or recover lost operating costs.*
- *What is the process or next steps? Will ask staff to put together various scenarios of what is available or not, approximately 1 month.*
- *The RD budget has \$9,000 in the major grant in aid, and \$10,000 in miscellaneous that have not been accessed yet this year.*

Chair thanked the delegate.

160/2018

Moved/Seconded/Carried

THAT staff develop a report to review the feasibility of providing funding assistance to Seven Hills Golf & Country Club.

2. Recognitions

a. Presentation of Certificates / Award to Jeff Long, Deputy Chief Administrative Officer / Manager of Planning & Development Services:

- i) Certificate in Local Government Service Delivery*
- ii) Certificate in Local Government Administration*
- iii) Highest Academic Achievement Award*

Chair presented awards. Directors acknowledged accomplishments.

B. ADOPTION OF MINUTES

161/2018 Moved/Seconded/Carried
THAT the Minutes of the Board of Directors Meeting held June 19th, 2018 be approved as presented.

162/2018 Moved/Seconded/Carried
THAT the Correspondence on the Table be received and filed.

a. Cheque Register Report (June 1st, 2018 to June 30st, 2018)

163/2018 Moved/Seconded/Carried
THAT the Cheque Register be received and filed.

C. STAFF REPORTS

1. Administrator (July 11, 2018)

- *Minister Trevena will take part in a MW Transit 10th Anniversary event in Port Hardy on July 20th*
- *CAO delivered presentation to Port Alice Council regarding the Link River campsite, 5-year agreement ends in November*

164/2018 Moved/Seconded/Carried
THAT the License agreement for the Woss Residents Association to utilize Lot 4, Block H, Section 21, Rupert Land District VIP69588 for community purposes, be renewed for a term from July 1, 2018 to June 20, 2023.

- *Electric vehicle and charger installation underway - How long does the Volt take to charge? 3 ½ hours on level 2 chargers, overnight on regular 110 outlet*
- *Two Gas Tax projects completed in Hyde Creek- Bear proof garbage containers and Velie Lane beach access trail*
- *UBCM Meetings, only booked a meeting with BC Hydro at this time, looking to address provincial approval process of crown land, Alice Lake Loop, if anyone has any further items please provide, will circulate to board*
- *A liquor license has been requested for Hyde Creek Musicfest planned for Aug. 25th; Recommendation: that the arena's process be followed for external events and that Chair and CAO have signing authority and submit to Province once a completed application is received.*

Policy Committee to develop a regular process for Liquor License applications

165/2018 Moved/Seconded/Carried
THAT the chair and the administrator be approved as signatories to approve the Hyde Creek Liquor License application.

b) Travel Report (July 17, 2018)

166/2018 Moved/Seconded/Carried
THAT the travel report be approved as amended.

2. Manager of Economic Development (July 11, 2018)

167/2018 Moved/Seconded/Carried – DR, JT
 THAT it be authorized that a submission of an application be made to the BC Rural Dividend Program for the Woss Seniors Resource Centre and that the Board supports this project throughout its duration.

- *Amendment to Ec Dev report \$51,200, proposing to contribute \$4,000 to the Board.*

168/2018 Moved/Seconded/Carried – JT, HS
 THAT it be authorized that a submission of an application be made to the BC Rural Dividend Program for the North Coast Trail Hut to Hut Phase 1 and that the Board support this project through its duration.

- *Time frame of initiative? Decisions will not be made until about 4 months, no RFP until the new year, a report in hand by the end of March.*
- *Support requested from the Board for the duration of Phase 1.*

169/2018 Moved/Seconded/Carried
 THAT the Manager of Economic Development report be received and filed.

a) Special Report – Approval for Contract Exceeding \$50,000 (July 04,2018)

- *The approved funding would include a 30 x 40 ft structure 15 ft high, request in for WFP products for a commitment made for the lumber.*

170/2018 Moved/Seconded/Carried
 THAT, the issuance of a contract to Karsten Construction for \$74,350 for the main shelter structure to house the Hornsby Crawler at Coal Harbour be approved.

- *Still have not heard back from WFP as to when the timber will be available, an in-term report has been submitted to the BC Heritage Fund.*

171/2018 Moved/Seconded/Carried
 THAT the Special Report be received and filed.

b) Tourism Coordinator Report (June 11, 2018)

- *Mandatory collection of PST and MRDT by online accommodate platforms (Air BnB), will be dispersed to designated recipients within the Province expected to begin October 1st, 2018. Any designated recipient with an agreement in place, can submit an Affordable Housing MRDT Plan, and annual reporting*
- *Increase in last 12 months, Air B&Bs numbers are increasing locally*

172/2018 Moved/Seconded/Carried
 THAT the Tourism Coordinator report be received and filed.

3. Manager of Operations Report (July 11, 2018)

- *July 20th, 11:00am - Ribbon cutting ceremony for Quatsino Waste Water Treatment Plant, Quatsino First Nation, and Chair Hory – driven by local contractor base, largely funded by the Clean Water Waste Water Fund*

- *Request for support from the Sointula Community Garden Society towards the Grant application for a solar panel installation*

173/2018 Moved/Seconded/Carried
 THAT a letter of support be written for the Sointula Community Garden Society's application to the New Horizons for Seniors grant program for the purchase of solar power infrastructure to expand the capacity of its green house activities.

174/2018 Moved/Seconded/Carried
 THAT the Manager of Operations report be received and filed.

- *Request for the removal of alders at the end of the sewer outfall in Hyde Creek*
Director Rushton Left the meeting

4. Manager of Planning & Development Services (July 03, 2018)

- *Reviewing changes as result of the Hyde Creek survey*
- *Attended 1st meeting of Malcolm Island Advisory Commission – dual role of planning and servicing processes, new appointments, distributed orientation binders.*
- *Elections – Working with SD85 on cost sharing finalization, Port Alice to be conducting School Trustee election on behalf of RDMW, Village of Alert Bay staffing changes to be made, will follow up for arrangements, working with District of Port Hardy, presently preparing nomination packages for the end of July.*

175/2018 Moved/Seconded/Carried
 THAT the Manager of Planning & Development Services report be received and filed.

D. FINANCIAL REPORTS

1. Treasurer (July 09, 2018)

176/2018 Moved/Seconded/Carried
 THAT the Finance report be received and filed.

a) Single Source Report (June 30th, 2018)

177/2018 Moved/Seconded/Carried
 THAT the Single Source Report be received and filed.

E. COMMITTEE REPORTS

1. Transportation Advisory Committee Recommendations

- a) BC Transit Correspondence – Myrna Moore
- b) Resolution (2018/03)

- *If entire of 500 hours not used, the outstanding contribution of the municipal share will be reduced accordingly.*

178/2018 Moved/Seconded/Carried
 THAT the BC Transit request the Province to provide funding for up to 500 hours additional funding for route expansion for which the RDMW share would be approximately \$17,500 per year be approved.

2. Policy Committee Recommendations

a) Bullying and Harassment Prevention Policy (24-2018)

- 179/2018 Moved/Seconded/Carried
 THAT the amended draft policy regarding Bullying & Harassment Prevention be approved to replace the current Acceptable Behaviour Policy.

b) Planning Committee Policy (23-2018)

- 180/2018 Moved/Seconded/Carried
 THAT the amended draft Planning Committee policy be approved.

G. BYLAWS AND PERMITS

1. Remuneration Bylaw No. 952 Report Recommendations:

a. Adjusted Board rates 2017

b. District of Port Hardy Bylaw No. 17-2011

- *Director commitments for Area A, B, and Municipal Director for Village of Alert Bay - Minimum - half day commitment to attend meetings, some cases full day*
- *Remuneration daily rates would apply for Policy & Personnel Committee and bargaining committee meetings that held on different days than Board meetings*
- *Revised remuneration policy effective January 2019*
- *Chair Hory pleased with the presentation brought before the board, gave thanks to CAO for efforts*

c. Regional District of Mount Waddington Directors Remuneration Bylaw No. 952, 2018

- 181/2018 Moved/Seconded/Carried
 THAT Regional District of Mount Waddington Directors Remuneration Bylaw No. 952, 2018" be read for a first time.

H. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

1. Electoral Area Updates:

Area "A"- Broughton / Malcolm Island / Mainland

- *Excellent orientation for the MIAC, new members slightly overwhelmed*
- *Think the amalgamation will work well and be easier for the new Area Director*
- *Sointula Salmon Days, August 10th, 11th, 12th*
- *Rainforest Circus August 10th, 11th, 12th Volunteer Transportation Network bus to be offering public transportation to/from Bere Point for the productions*

Area "B"- Quatsino / Winter Harbour

- *Good trip to Winter Harbour*
- *Kwaksistah campground improvements underway*
- *BC Rural Dividend Fund Application for \$10,000.00 for the board walk in progress, concerned given time remaining for submission*
- *Living Oceans Society volunteers were to be completing a clean-up at Hecht Beach, Director Denham assisted – concerned that volunteers had no contact information, seemed lost, will follow up with Living Oceans Society*

- *Scarlet Ibis restaurant/pub in Holberg has been very busy*

Area "C" – Hyde Creek / Rupert

- *Pleased that the Hornsby Crawler is moving forward*

1. Municipal Updates:

Village of Alert Bay

- *Attended Fundamentals of forestry graduation, pleased that the program is being used as a pilot for projects around the Province*
- *Contracted a deputy CAO, shortlisting CAO, hired new receptionist*
- *AB 360 Sunday, August 5th small attendance*

Village of Port Alice

- *Great Canada Day celebration*
- *Tourism happening in Port Alice, lots of visitors around, no hotel in operation, yet accommodations still being found*
- *Alice Lake Campground – The Regional District has managed the Link River facilities on behalf of the Village of Port Alice since the mid-1980s, not yet official, yet a motion likely to come forward by September that the operation will be taken back by the Village come the expiration of the present agreement*
- *Presently only 40% of the land is used for campsites, will be looking into using the remaining land other side of river potential for expansion*

District of Port Hardy

- *FILOMI Days full weekend event – go karts, boat building, movie in the park, kids activities etc. Transit bus travelling between go kart races and Market Street, celebrating 10 years of Mount Waddington Transit. Claire Trevena official ceremony at Carrot Park.*
- *Confirmation that Canadian Coast Guard looking at Port Hardy as a major site, details pending.*
- *FILOMI Days fireworks on water, still permitted.*

4. Next Regular Meeting of the Board of Directors at the call of the Chair.

I. ADJOURNMENT

182/2018

Moved/Seconded/Carried
That the meeting be adjourned.

Time: 4:11 pm.

CHAIR

SECRETARY