December 18, 2018

Electoral Area Directors and Port Alice  10:45 AM
Rachel Blaney, MP  11:45 AM
In Camera:  12:45 PM
Public Hearing-Bylaw Nos. 959 and 960  1:45 PM
Board of Directors:  2:00 PM
Mount Waddington Hospital Board:  Follows Board of Directors Meeting
CALL TO ORDER

1. Adopt December 18, 2018 RDMW Board of Directors Meeting Agenda as Presented (Or amended)

A. DELEGATIONS & RECOGNITIONS

1. Alycia Traas, Operations Manager; Mike Pearson, District Manager, Ministry of Transportation and Infrastructure / Rick Gibson, General Manager, Mainroad North Island Contracting

2. Board Committee Appointments Recommendation: List Attached

B. MINUTES

1. Minutes of the Board of Directors Meeting held November 20, 2018 as Presented (Or amended)


   a) Cheque Register Report (November 30, 2018)

C. STAFF REPORTS

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12
   a) Travel Report (December 18, 2018)

13
14-15
   a) Tourism Coordinator Report (December 18, 2018)

16

3. Manager of Operations (December 12, 2018)

17-19

4. Manager of Planning & Development Services (December 3, 2018)

D. FINANCIAL REPORTS

20-21
22
   a) Single Source Report (November 30, 2018)

E. COMMITTEE REPORTS - None (To be brought forth from earlier Committee Meetings)

F. BYLAWS AND PERMITS

1. Approval of December 18, 2018, Public Hearing Minutes for Bylaws No. 959 and 960.

2. a) Bylaw No. 959 cited as “Coal Harbour Official Community Plan Bylaw No. 657, Amendment Bylaw No. 959, 2018” to be read a second and third time.
b) Bylaw No. 959 to be adopted.

25-26 3. a) Bylaw No. 960 cited as “Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 960, 2018” to be read a first and second time.

b) Bylaw No. 960 to be adopted.

27 4. a) Bylaw No. 961 cited as “Mount Waddington Transportation Advisory Committee Amendment Bylaw No. 961, 2018” to be read a first, second and third time.

b) Bylaw No. 961 to be adopted.

G. CORRESPONDENCE

28-32 1. Letter dated November 22, 2018 from North Island 9-1-1 Corporation re: Annual Requisition Allocation Alternatives

33 2. Letter dated December 7, 2018 from Coastal Community Network re: Board Appointment and Contribution Request

H. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

1. Other Business: None

2. Electoral Area Updates:

   Area “A”- Broughton / Malcolm Island / Mainland
   Area “B”- Quatsino / Winter Harbour
   Area “C”- Hyde Creek / Rupert
   Area “D”- Nimpkish Valley / Woss

3. Municipal Updates:

   Village of Alert Bay
   Village of Port Alice
   District of Port Hardy
   Town of Port McNeill

4. Question Period:

5. Committee Meetings:

6. Next Meetings:

I. ADJOURNMENT
<table>
<thead>
<tr>
<th>BOARD APPOINTED COMMITTEES</th>
<th>Electoral Area Directors</th>
<th>Municipal Directors</th>
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<tr>
<td>911 Corporation</td>
<td>Sandra Daniels</td>
<td>Dennis Buchanan</td>
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<td>Dennis Dugas</td>
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<td>Vancouver Island North Tourism Advisory Committee</td>
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<td>Vancouver Island Regional Library Board - Rural/EA</td>
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<td>North Island Regional Emergency Plan Committee - Rural/EA</td>
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<td>(REMaPP/MPAC) - Rural/EA</td>
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<td>Mount Waddington Health Network Steering Committee - 1 Rural + 1 Municipal</td>
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<td>John Tidbury</td>
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<td>Shelley Downey</td>
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<td>Mount Cain Alpine Park Society</td>
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<td>Coal Harbour Local Community Commission</td>
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<td>Quatsino Advisory Planning Commission - Area B</td>
<td>Representive's Nominees</td>
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2019 Committees Appointments - Updated Dec 12/18
<table>
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<tr>
<th>ALL DIRECTORS</th>
<th>Representative’s Nominee</th>
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Resolution No. **CALL TO ORDER**

246/2018 Moved/Seconded/CARRIED
1. THAT the RDMW Board of Directors November 20, 2018 meeting agenda be adopted as presented.

2. New Board of Director Introductions
   - Sandra Daniels  Area A  Dennis Buchanan, Mayor  Alert Bay
   - Andrew Hory  Area B  Kevin Cameron, Mayor  Port Alice
   - James Furney  Area C  Gaby Wickstrom, Mayor  Port McNeill
   - Rod Sherrell  Area D  Dennis Dugas, Mayor  Port Hardy
   - Janet Dorward, Councillor  Port Hardy

3. Nominations for Chair.
   The Administrator called for Nominations for Chair of the Board of Directors and the Regional Hospital District Board.
   Director Hory was nominated and accepted the nomination
   The Administrator called twice more for nominations and hearing none declared Director Hory Chair of the Board of Directors and the Regional Hospital District.

4. Nominations for Vice-Chair.
   The Administrator called twice for Nominations for Vice-Chair of the Board of Directors and the Regional Hospital District Board.
   Director Wickstrom was nominated and accepted the nomination
   The Administrator called once more for nominations and hearing none declared Director Wickstrom Vice-Chair of the Board of Directors and the Regional Hospital District.

A. DELEGATIONS & RECOGNITIONS

1. Western Forest Products, Kindry Mercer, Manager, Regional Initiatives; Shannon Janzen, Vice-President and Chief Forester; Clint Cadwallader, Regional Manager, Company Operations; Jon Flintoft, RPF, Senior Operations Planner
   - WFP extended congratulations to new directors, purpose of presentation is to update new Board regarding road safety, status of the train
   - Woss curtailment will be 4 months from end of Oct through to Mar 15. Employees were advised early so that they were able to be deployed to other operations/tenures as WFP would like to retain the staff for the proposed start-up of Mar 15/19
   - Fundamentals of Forestry program should not be impacted as it starts in Apr 2019 and the beginning will be focused on course work
WFP would like to strengthen relationships with the RDMW and Municipalities with more regular communications; also met with the Province and ‘Namgis First Nations this morning.

RD thanked WFP for assistance provided to the Woss Fire Department to attend rescue training, providing matching funds to enable a funding application for a gaming grant; support for Critical Incident Stress Management training; and the wood donations for the Woss Memorial Gazebo and the Hornsby Crawler Shelter.

Over 70 fires this past summer were within WFP tenures and the assistance provided demonstrated the collaborative relationships between local fire departments and communities.

Fiber supply was slightly impacted during the summer but not a lot of blocks burned (approx. 600 ha), charred trees can still be logged although mills will have to make adjustments to process; trees that cannot be processed will be donated.

Road Safety Plan Update:
- pressing ahead to move main Port McNeill Western intersection from current location on Hwy 19 to the straight stretch within the next year.
- truck placarding completed on company and contractor trucks; agreed that the placarding cannot be seen behind the truck when loaded & will look at options to correct this.
- RFP went out for GPS truck tracking & has been shortlisted to two companies.
- incidents can be reported by phone, fax, email and online; please provide time, description of the incident and either the vehicle, license plate, or unit numbers.
- Road conditions can be checked at www.wfroadinfo.com.

Railroad is no longer in operation, noting economics changed when AAC reduced from 1.5 m and WFP has undertaken consultation to honour the legacy of the train:
- 96% of over 200 respondents wanted built recognition at Woss Heritage Park.
- Consultation report will be released publicly at the end of November.
- Requests received from various historical groups for railroad memorabilia.
- An RFP to decommission (remove) the rails will go out later this year; removal requires a specialized skill set.
- Draft report has been given to the “Namgis First Nation regarding the actual rail bed.

700 WFP employees from Woss north and 50% are contractors.
WFP donates wood to First Nations for carving, ceremonial and craft uses.
The Chair thanked Western Forest Products for their presentation.

2. Seven Hills Golf & Country Club, Scott Mitchell, Secretary-Treasurer

- Request for an additional $19,100 grant-in-aid for 2018 brought forward from Oct 30 meeting.
- Seven Hills Board mostly made up of new members, Board dealing with legacy issues arising from aging original infrastructure; in particular hydro poles which must be replaced.
- Poles were being replaced incrementally however one fell in the spring requiring emergency replacement which cost $11,000. A quote was received to replace remaining ten poles for $80,000.
- The Club has been in a $15,000 to $20,000 deficit for each of the last three years which has eaten into reserves; taking active measures to increase revenues including revisiting rate structure.
- Club is not a registered society and is not able to apply to various funding programs; Staff will find out if RDMW is able to apply for infrastructure grants on behalf of Seven Hills.
Moved/Seconded/CARRIED
THAT the RDMW Board of Directors approves a one-time additional 2018 grant-in-aid to Seven Hills Golf & Country Club in the amount of $19,100.

3. Interim Board Committee Appointments

Moved/Seconded/CARRIED
THAT the following Interim Board of Directors Committee Appointments be approved:
   D. Dugas  Municipal Finance Authority
   R. Sherrell  Municipal Insurance Authority
   A. Hory  Vancouver Island Regional Library Board
   D. Buchanan  Marine Planning Partnership (MAPP/REMAPP/MPAC)
   A. Hory  North Island 9-1-1 Corp

B. MINUTES

Moved/Seconded/CARRIED
THAT the Minutes of the Board of Directors Meeting held October 30, 2018, be adopted as presented.

Moved/Seconded/CARRIED
THAT the Correspondence on the Table be received and filed.

Moved/Seconded/CARRIED
THAT the Cheque Register report dated October 31, 2018 be received and filed.

C. STAFF REPORTS

1. Administrator (November 14, 2018)

Moved/Seconded/CARRIED
THAT the November 14, 2018 Administrator Report be received and filed.
   a) Travel Report (November 20, 2018)

Moved/Seconded/CARRIED
THAT the November 20, 2018 Travel Report be approved.

2. Manager of Economic Development (November 13, 2018)
   • Consultant retained to undertake the MRDT renewal while the Tourism Coordinator is on leave

Moved/Seconded/CARRIED
THAT the November 13, 2018 Manager of Economic Development report be received and filed.
   a) Tourism Coordinator Report (November 13, 2018)
      • Ad booking sales for the Vancouver Island North 2019 Explorer Guide have exceeded 2018 sales
      • Full 2018 Visitor Profile in Director Circulation package
      • MRDT Revenue Update report will be included regularly in reports
   b) VINTAC Recommendations (October 18, 2018)
Moved/Seconded/CARRIED
THAT the following motions and recommendations from the Vancouver Island North Tourism Advisory Committee be approved:

2018-13 Vancouver Island North Tourism provide a letter of support to the Bella Coola Valley Tourism group for a letter of support for their request to BC Ferries, asking them to start their 2019 schedule earlier in the season.

2018-14 Vancouver Island North Tourism provide letters of support for the following applications to the Rural Dividend Fund-Regional District of Mount Waddington: Funding for the North Coast Trail Hut to Hut Phase 1 project which will include a detailed consultation and business planning for the development overnight huts on the North Coast Trail; Seven Hills Golf & Country Club: Funding for development of a business plan which could support more comprehensive grant applications in the future; Mount Cain Alpine Park Society: Funding for a feasibility study that would explore options and make recommendations regarding the expansion to an all-season operation.

2018-17 Vancouver Island North Tourism prepare and submit a single-year application to the Destination BC Cooperative Marketing Partnership Program for Fiscal Year 2020.

Moved/Carried/CARRIED
THAT the November 13, 2018 Tourism Coordinator report be received and filed.

   - Woss Emergency Preparedness Tabletop Exercise on Nov 14; the response was to earthquakes which had blocked roads north and south of Woss, 19 attended.
     - ESS teams, Mainroad, MOTI, BC Forest Services and fire departments participated in the exercise activating an EOC and utilizing ESS
   - Annual maintenance will be completed on the Telegraph Cove Road
   - Phase 3 of the 7-Mile Biocover project is complete. Sperling Hansen completed their report which indicated some hotspots, these will not be addressed at this time to avoid compromising the biocover as a whole; spots are being studied and protocols will be developed

Moved/Seconded/CARRIED
THAT the November 13, 2018 Operations Report be received and filed.

4. Manager of Planning & Development Services (November 2, 2018)

Moved/Seconded/CARRIED
THAT the November 2, 2018 Planning & Development Services Report be received and filed.

D. FINANCIAL REPORTS

5. Treasurer (November 5, 2018)
   - Currently invested in GIC’s with Credit Unions as previous board wished to support local credit unions
   - Two GIC’s will mature shortly and will be reinvested at a better rate
   - Advised Board of cheque register available in the Correspondence on the Table folder during Board day

Moved/Seconded/CARRIED
THAT the November 5, 2018 Finance report be received and filed.
a) Single Source Report (October 31, 2018)

260/2018

THAT the October 31, 2018 Single Source report be received and filed.

E. COMMITTEE REPORTS

F. BYLAWS AND PERMITS

1. a) Bylaw No. 959 cited as “Coal Harbour Official Community Plan Bylaw No. 657, Amendment Bylaw No. 959, 2018” to be read a first time.

261/2018

THAT Bylaw No. 959 cited as “Coal Harbour Official Community Plan Bylaw No. 657, Amendment Bylaw No. 959, 2018” be read a first time.

b) Bylaw No. 960 cited as “Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 960, 2018” to be read a first time.

262/2018

THAT Bylaw No. 960 cited as “Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 960, 2018” be read a first time.

c) With respect to a public hearing to be conducted in relation to Bylaw No. 959 and Bylaw No. 960:

263/2018

THAT preparations be undertaken for advertising and conducting a public hearing with respect to Coal Harbour Official Community Plan Bylaw No. 657, Amendment Bylaw No. 959, 2018 and Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 960, 2018, at 1:45pm on December 18, 2018 at the Regional District administrative office addressed as 2044 McNeill Road, Port McNeill, BC, in accordance with the Local Government Act and the RDMW Development Procedures Bylaw.

G. CORRESPONDENCE

H. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

1. Other Business: None

2. Electoral Area Updates:

   Area “A” - Broughton / Malcolm Island / Mainland
   • Met with previous Area A Director Soltau

   Area “B” - Coal Harbour / Quatsino / Winter Harbour
   • Will connect with C. Denham to learn more about Holberg/Winter Harbour now that these communities are part of Area B
   • Construction started on the Hornsby Crawler shelter
   • Coal Harbour has done a lot of work cleaning up over the last five years

   Area “C” - Hyde Creek / Rupert
   • Rolling along; great music festival at the ballfield in August

   Area “D” - Nimpkish Valley / Woss
   • D. Rushton will be the Area D alternate director
3. Municipal Updates:
   Village of Alert Bay
   • Community Dinner/Council swearing-in on November 5th
   • Met with ‘Namgis Chief and Council regarding cannabis
   • Wasn’t impressed with recommendations from the Novatone report
   • MaPP meeting Nov 10/11 in Campbell River

   Village of Port Alice
   • Concerns regarding the new $1.5 million sewer treatment plant, two engineering firms recommend additional work/components at a cost of $300,000 to correct operations;
   • WFP meeting with Village next week, concerns about the 20 logging trucks a day along the road

   District of Port Hardy
   • Tenders have gone out for the multiplex, should make selection by the end of Nov, beginning of December
   • Visited Kwakiutl and met the Queens Representative from Windsor Castle who is consulting the Knox family regarding the process to properly refurbish a totem carved by a family member
   • Council meets Dec 3 to work on the strategic plan for the next four years
   • Met with a crew from Ocean Twilight Films filming “Thunderbird”, the title is from a fishing boat in Port Hardy

   Town of Port McNeill
   • First full council meeting last night, passed first reading of Sale of Cannabis bylaw
   • Would like to work on updating the 21 year old OCP
   • Pursuing a grant for the Beach Rd slide mitigation and preliminary grant application for funding a multifunction/multi-age recreation facility

4. Question Period:
   Thomas Kervin, North Island Gazette
   WFP cut trees down going into Coal Harbour, were scientific reports done and are these reports available to the public?
   • WFP worked with Strategic and Pacificus, RD given summation but weren’t provided with reports; work done in compliance with Provincial standards regarding endangered species; in view of the many fires this past summer it is good to reduce the fuel load close to communities.

5. Committee Meetings: - None

6. Next Meeting of the Board of Directors: December 18, 2018 at 2:00pm

I. ADJOURNMENT

   CHAIR

   SECRETARY

   TIME: 4:20 PM
Regional District of Mount Waddington

Report

To:         Board

From:       Greg Fletcher, Administrator

Subject:    December, 2018 Administration Report

Date:       December 13, 2018

Transit – A Regional Transportation Committee Meeting was held on November 28th to consider recommendations for the 2018-19 annual budget and contracts for the Volunteer Transportation Network. Andrew Hory was elected as the Chair of MWRTAC. The budget recommendation has been forwarded to the Finance Committee and includes provisions to proceed with the Port Hardy Airport route expansion and to buffer any tax rate increases with transfers from accrued working balance reserves. The committee also made the following recommendation regarding the VTN:

Recommendation: That the renewal agreement with North Island Community Services Society to operate the Volunteer Transportation Network from Jan. 1, 2019 to Mar. 31, 2019 be approved.

In addition, the agenda includes a housekeeping bylaw for the Transit Advisory Committee. The Bylaw changes the membership to include the Director for Area B because Coal Harbour is now a served Area B community that was formerly in Area C. In addition, the Bylaw reflects the service withdrawal of the Gwa’sala-Nakwaxda’xw Nation and that the Cormorant Island representative has been replaced by representatives from both the Namgis First Nation and the Village of Alert Bay.

Emergency Planning – 21 people attended the NIREPC meeting held in Port Hardy on December 6th. John Tidbury was re-elected as Chair and the committee recommended adoption of a budget that would see a requisition increase of less than 2%. A recommendation to renew and re-appoint the Regional Emergency Management Coordinator’s contract will be coming forward from the in-camera meeting.

Arena - The Arena Committee will be meeting on December 16th and will be considering a recommendation that may be brought forward at this meeting for a grant application to improve accessibility by replacing the emergency exit stairs and providing a stair lift.

Gas Tax – The following recommendation will be considered at the Electoral Area Director’s meeting:

That the Hyde Creek Community Hall Heating Conversion Project (GT2018–07) for $12,000 be approved.

Respectfully Submitted,

Greg Fletcher, Administrator
TO: BOARD  
FROM: Greg Fletcher, Administrator  
SUBJECT: December Travel Report  
DATE: December 18, 2018  

Authorization required for the following travel outside the RDMW:

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<th>Name</th>
<th>Purpose</th>
<th>Location</th>
<th>Date</th>
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<td>Rod Sherrell</td>
<td>LGLA-EA Seminar</td>
<td>Richmond</td>
<td>January 16-18</td>
<td>$1,184.70</td>
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<tr>
<td>James Furney</td>
<td>LGLA-EA Seminar</td>
<td>Richmond</td>
<td>January 16-18</td>
<td>$1,184.70</td>
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<tr>
<td>Greg Fletcher</td>
<td>LGMA-CAO Forum</td>
<td>Kelowna</td>
<td>February 5-8</td>
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Motion Required.
During the past month, I undertook the following economic development activities:

- I have been assisting the CAO with discussions with TELUS for the introduction of high-speed fibre internet for residents of Woss and Coal Harbour. In support of an application to the Rural and Northern Communities Program the following resolution is requested:

  *That an application be submitted to the Rural and Northern Communities Program for funding to help deliver a high-speed fibre internet network in the communities of Woss and Coal Harbour.*

- I convened and attended the Annual General Meeting of the Vancouver Island North Training and Attraction Society to elect the 2019 Board of Directors and the Society’s Executive Committee. The Committee administers the on-going attraction marketing program and assist with the administration of the Fundamentals program in Woss.

- I submitted an application to the FESBC for funding to undertake a vegetation management program at Woss. In support of the application the following resolution is requested:

  *That an application be made to the Forest Enhancement Society of BC for the proposed activities of fuel and vegetation management on Provincial Crown Lands surrounding the community of Woss, in the traditional territory of the ‘Namgis First Nation, and that the RDMW will provide overall grant management of the project.*

- We have completed negotiations with Tourism Vancouver Island for a new contract to provide management service for the Vancouver Island North tourism marketing function. The contract generally follows the terms and conditions of the current management contract with the following amendments:
  - The term of the contract has been extended to 5 years plus a one-year option in order to coincide with the term of the MRDT authority. Total value of the management fee during the 5-year period is $576,919.
  - Performance of Tourism Vancouver Island will be subject to a formal review to be completed by December 31, 2021.
  - Management fees will be adjusted to account for annual inflation, the increased scale of marketing expenditures (increasing from $164,332 in 2014 to $333,358 in 2019), and merit raises for the Co-ordinator. In support of the contract, the following resolution is requested:

  *That the proposed contract with Tourism Vancouver Island for the management of the tourism marketing program for Vancouver Island North be approved.*

- The Electoral Area and Regional District Tax Committee considered an application for a Regional Tourism Grant and, subject to a favourable decision from the committee, approval of the following resolution is requested:

  *That the application from the Sointula Recreation Association on behalf of the Sointula Museum and the Finnish Film Festival (RTAG 2018 – 07) for $2,500 be approved.*

Respectfully submitted,

Manager of Economic Development
December 18, 2018

Pat English
Manager of Economic Development
Regional District of Mount Waddington
PO Box 729
Port McNeill, BC

Vancouver Island North Tourism Report; November – December 2018

VINTAC Meeting
- The Vancouver Island North Tourism Advisory Committee met on November 22
- The 2019 Marketing Plan was reviewed and recommended for approval to the RDMW Board
  - Recommendation attached to this report
- The 2018-2020 Strategic Business updates were reviewed and recommended for approval to the RDMW Board
  - Recommendation attached to this report

Image Acquisition
- Eight images have been purchased via a partnership offered by Tourism Vancouver Island with their contracted photographers. Additional images are also currently being sourced through a local photographer.

Vancouver Island North Explorer Guide
- Design of the 2019 Vancouver Island North Explorer Guide will be complete by December 17
- Advertising sales closed with 48 North Island businesses purchasing space in the regional guide
  - Number of advertisers and ad sales revenue both decreased from sales for the 2018 Guide
- Distribution will begin in early 2019 and continue throughout the calendar year

MRDT Renewal
- Tourism Vancouver Island has started work with VINTAC on the 2020-2024 Strategic Business Plan, which will lead into the renewal process for the MRDT.
- The planning process will consider input from VINTAC sessions, emerging themes, results from a social listening study, and feedback from partner interviews.

BC Magazine & Pacific Yachting Cooperative Opportunities
- Cooperative advertising opportunities have been packaged for the Educational Experience Bundle:
  - Full-page cooperative ad in the January issue of Pacific Yachting
• Full-page cooperative ad in the Spring issue of BC Magazine
• Destination feature editorial in the Spring issue of BC Magazine
• Online feature content
• 750,000 online ad impressions
• 4 eNewsletter inclusions
• 6 social media pushes through BC Magazine’s social channels

• Two of four spaces sold for Pacific Yachting
• Sold out four of four spaces for BC Magazine

Respectfully submitted,

Andrew Jones
Chair, Vancouver Island North Tourism Advisory Committee

Vancouver Island North Cooperative Ad Summary

**Pacific Yachting**

<table>
<thead>
<tr>
<th>Ad Size</th>
<th>Business</th>
<th>Community</th>
<th>Ad Rates</th>
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<tr>
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<td>Large Formatted</td>
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<td><strong>SALES TOTAL</strong></td>
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**BC Magazine**

<table>
<thead>
<tr>
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<th>Business</th>
<th>Community</th>
<th>Ad Rates</th>
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<tr>
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<td>Kingfisher Wilderness Adventure</td>
<td>Port McNeill</td>
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<td>Tide Rip Grizzly Tours</td>
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<td>Large Formatted</td>
<td>Telegraph Cove Resort</td>
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<td><strong>SALES TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$7,900</strong></td>
</tr>
</tbody>
</table>
TO: Board of Directors  FILE: 315.04  DATE: December 12, 2018
FROM: Patrick Donaghy, Manager of Operations
SUBJECT: December 2018 Operations Report

Work on the Hyde Creek Fire Hall wild fire resiliency upgrade continues. As is often the case with projects of this nature, unanticipated challenges and opportunities manifest themselves. Regarding the former, some portions of the walls when opened up were discovered to house rats in the insulation which has been dealt with. On the opportunity side of the ledger, a wind turbine is being considered as its optimal performance window over the course of the year lines up when the solar panels are least productive (i.e. autumn & winter) due to the position of the sun. To date, framing and the pouring of the floors have been completed.

The volunteer fire departments have also been very busy in various training endeavors. On top of the auto extraction course mentioned in last month’s report, all Regional District and most municipal departments had at least one member take the first part of the in the Level 1 Fire Officers course which required not only a weekend of in class time but extensive out of class assignments and an exam. Likewise most departments on the North Island had some members participate in HazMat training which will allow them to knowledgeablely respond to incidents including rescues and/or impact mitigation. This HazMat course (more information was included in the circulation package) was provided to the North Island at no cost other than lunches through the CBRNE (Chemical, Biological, Radiological Nuclear and Explosive) Training Initiative that is funded by the federal government and delivered by the International Association of Fire Fighters’. This funding needs to be renewed in 2019 and given the benefits to the North Island, the Manager of Operations is requesting the following:

That a letter of support be provided to the Minister of Public Safety and Emergency Preparedness to continue funding the CBRNE Training Initiative that is delivered by the International Association of Fire Fighters’.

Work on the 2019 budgets has commenced with an initial meeting with the community of Woss having occurred on December 12th and hopefully another scheduled with Coal Harbour LCC by the time of the Board’s meeting. Other meetings to discuss local services will be organized for January.

The Regional District has agreed to host the Recycle My Electronics diversion program in the depots at Sointula, Woss and Quatsino. This will reduce the costs of removing these material from the targeted communities. Efforts continue to do the same with major appliances which will hopefully be confirmed early in 2019.

The last components of the Clean Water Wastewater Fund program have been started with significant progress being made on the Process Logic Controls for the Coal Harbour water system. Likewise a final strategy has been decided upon for sludge dewatering for Sointula.

Finally the Managers of Operations and Economic Development have made an offer which was accepted to Jin Chao from the University of Victoria’s Engineering COOP program. Chao will be conducting his COOP term with the Regional District from January to April of 2019. Chao’s enthusiasm and strong software background make him an exciting addition for the Regional District in the coming months.

If anyone on the Board has any questions, please contact me at your convenience.

Respectfully submitted

Patrick Donaghy PEng, MSc
1. Projects:

a) Crown Land Tenure Renewals: The process that the Province utilizes to renew existing Crown land tenures is one whereby the Province consults with First Nations on each renewal, but not the affected local government. This is not helpful as local governments change their zoning and other regulations from time to time and there is no opportunity to bring this to light as part of the renewals process. As a result, staff is working with staff of the local Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRORD) to incorporate zoning information from the RDMW’s iMap geographic information system into the MFLNRORD’s GIS. This would allow the MFLNRORD to review zoning information as part of the renewals process. While not as ideal as being consulted about each renewal by being sent a referral on it, this is a step in the right direction. It is noted that the local MFLNRORD office only handles a small portion of the Crown land tenure files for the RDMW with the Nanaimo office being the place where the majority of renewals are processed.

b) Hyde Creek Official Community Plan / Zoning Bylaw Update (2017-PROJ-06): Staff will continue to work on the draft of the proposed new official community plan as time permits. A partial draft has been submitted to the Hyde Creek Advisory Planning Commission for review and the HCAPC is working through the document to provide feedback.

c) 2018 General Local Elections: Given that no nominations were received for the four commissioner positions with the Coal Harbour Local Community Commission as part of the election process, it is necessary to appoint four persons as per the local Government Act. At its meeting on October 30, 2018 the Board of Directors adopted the following recommendation by resolution:

THAT the Board of Directors directs staff to coordinate a process of appointment in relation to the office of Commissioner of the Coal Harbour Local Community Commission, in accordance with Option 1 as outlined in the Staff Report titled, “2018 General Local Elections – Official Results”, and dated October 24, 2018.

Option 1 entails the appointment of three of the current Commissioners of the CHLCC, each of who have advised staff they are willing to be appointed for the next term ending in November of 2022. The Electoral Area Director for Electoral Area ‘B’ and current Commissioners will poll community members with a view to finding one additional qualified volunteer to be appointed as a Commissioner. At the time of writing this report, a qualified volunteer had yet to be determined. As a result, the following resolution is offered for the Board’s consideration to appoint three Commissioners, and should a fourth Commissioner be determined in time for the Board’s meeting on December 18th, the resolution can be amended accordingly:

THAT the Board of Directors hereby appoints Ann Hory, Ray Patriquin and David Schmidt as Commissioners of the Coal Harbour Local Community Commission for the December, 2018 through to November, 2022 term.

2. Crown Land Tenures:

a) Suncor Energy Inc. (2006044): Renewal of tenure by issuance of Licence No. V921550 to Suncor Energy Inc. for an eight year period with respect to a 0.94 hectare marine site in Hardy Bay (Bear Cove) for marine fuel facility purposes.
b) Mount Cain Alpine Park Society (20180): Referral of a Groundwater Application from the Province with respect to proposed water supply works (storage tank and distribution lines) to be installed at the Mount Cain ski facility in Electoral Area ‘D’, within a tenure held by the RDMW, for the purpose of providing water to the Kapitany Lodge and ski patrol shack. Prior to making this application, members of the Society consulted with RDMW staff. In its response to the Province, the RDMW indicated it had no objection to the application.

c) Farewell Harbour Lodge Ltd. (2018039): Referral of Water Licence Application from the Province with respect to groundwater well and associated waterworks used in conjunction with the Farewell Harbour Lodge on Berry Island in the Broughton Archipelago in Electoral Area ‘A’. This application is in response to the introduction of new provincial legislation in relation to groundwater wells that are used for non-domestic purposes. In its response, the RDMW it had no objection to the application given it is in relation to a use that conforms with RDMW zoning regulations.

d) Farewell Harbour Lodge Ltd. / Kwikwasut’inuxw Haxwa’mix First Nation / Sea Wolf Adventures (2018011): Issuance of Licence No. V933277 for a thirty year period with respect to a 754 hectare area in the vicinity of Thompson Sound adjacent to the Kakweiken River in Electoral Area ‘A’ for guided nature viewing purposes.

e) Town of Port McNeill (2018040): Referral of Crown Land Tenure Application by the Province with respect to a proposed right-of-way on Crown land for waterworks undertaken and operated by the Town of Port McNeill for the provision of potable water to the Town as part of its public water distribution system. The proposed right-of-way will connect two properties that are owned by the Town and are utilized for waterworks purposes and conforms to the zoning regulations. In its response to the Province, the RDMW indicated it has no objection to the application.

f) Kline / Sorenson (1999044): Request for transfer of Specific Permission No. 113110 with respect to the provision of private moorage in the marine area (District Lot 137) of Winter Harbour denied by the Province and Specific Permission No. 113110 is revoked. Reasons cited include the fact that the upland property is not owned by the applicants and no moorage facilities were ever constructed under the existing Permission which was issued in 2008.

g) Fisheries and Oceans Canada (2018041): Referral of application with respect to a proposal to construct a radar site consisting of building with concrete foundation, communication tower and helipad on Crown land in the vicinity of Mount Collinson which is located southeast of Telegraph Cove in Electoral Area ‘D’. This facility is part of a larger scale project that will enhance radar coverage of the coastal area in support of marine activities with a number of benefits. The proposal complies with the applicable zoning regulations and in its response, the RDMW indicated it has no objection to the application subject to compliance with provincial and federal policies and regulations for a project of this nature.

h) Divine Logistics / Interfor Corporation (2018042): Referral of Application for Water Licence with respect to use of water from Hill Creek to be piped to nearby forestry camp being operated in conjunction with Licence No. V931057. The RDMW indicated it has no objection to the application subject to subject to compliance with all relevant provincial and federal government policies and regulations, consultation with local First Nations, and assurance that the water pipeline will be placed such that it does not cause undue environmental harm or is a hazard or eyesore in the shoreline area of Knight Inlet.

i) Interfor Corporation (2018043): Referral of Application for Water Licence with respect to use of water from unnamed creek to be piped to nearby forestry camp being operated in conjunction with Licence No. V921620. The RDMW indicated it has no objection to the application subject to subject to compliance with all relevant provincial and federal government policies and regulations, consultation with local First Nations, and assurance that the water pipeline will be placed such that it does not cause undue environmental harm or is a hazard or eyesore in the shoreline area of Drury Inlet.
3. **Zoning Bylaw Amendments:**

   a) 2018-ZBA-01: At its meeting on November 20th, the Board of Directors directed staff to undertake arrangements for conducting a public hearing on December 18th at 1:45pm with respect to Bylaw No. 959 and Bylaw No. 960 which have the combined effect of redesignating / rezoning three properties in Coal Harbour. Staff prepared the newspaper notification and letter notifications which were published and distributed as required by the Local Government Act. Staff has also undertaken all other preparations for conducting the public hearing.

4. **Subdivisions:**

   a) Quatsino Land Company (2018-SUB-02): A Preliminary Subdivision Application has been referred to the RDMW from the Ministry of Transportation and Infrastructure with respect to a proposed sixteen lot bare land strata subdivision on two properties totaling 155 hectares. Staff will be conducting a site visit in mid December with Ministry staff with a view to assessing the proposal and preparing a response on the application.

5. **Building / Site Permits:**

   a) Issuance of Building Permit No. 2018-BP-03 for works related to an addition to the front porch and entrance stairs with respect to the existing single detached dwelling on the property addressed as 321 Harbour Road in Coal Harbour in Electoral Area B.

Respectfully submitted,

Jeff Long
Manager of Planning & Development Services
Investments:
Below is the list of investments as of November 28, 2018.

<table>
<thead>
<tr>
<th>Issuer</th>
<th>Type</th>
<th>Interest rate, term, &amp; maturity date</th>
<th>$ Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aldergrove Credit Union</td>
<td>GIC</td>
<td>2.70%, 1 year fixed, April 11, 2019</td>
<td>$500,000</td>
</tr>
<tr>
<td>Coastal Community Credit Union</td>
<td>GIC</td>
<td>2.0%, 2.25%, 3.25%, 3-year escalator, Aug 17/21</td>
<td>$26,420.83</td>
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<tr>
<td>Vancity Credit Union</td>
<td>GIC</td>
<td>1.5%, 2.2%, 3-year escalator, May 20/20</td>
<td>$500,000</td>
</tr>
<tr>
<td>Concentra Financial Credit Union</td>
<td>GIC</td>
<td>2.0%, 2 year, June 5, 2019</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>First West Credit Union</td>
<td>GIC</td>
<td>1.95%, 1 year, Feb. 13, 2019</td>
<td>$1,010,133</td>
</tr>
<tr>
<td>Affinity Credit Union</td>
<td>GIC</td>
<td>2.5%, 3.0%, 3.5%, 3 yr. escalator July 10/21</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Westminster Savings Credit Union</td>
<td>GIC</td>
<td>2.0%, 1 year cashable after 90 days, Aug. 13/19</td>
<td>0</td>
</tr>
<tr>
<td>First West Credit Union</td>
<td>GIC</td>
<td>2.0%, 1 year cashable after 90 days, Aug. 17/19</td>
<td>0</td>
</tr>
<tr>
<td>Conexus Credit Union</td>
<td>GIC</td>
<td>2.85%, 1 year fixed, Sept. 27/19</td>
<td>$1,021,000</td>
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<tr>
<td>First Credit Union</td>
<td>GIC</td>
<td>3.05%, 1 year fixed, Nov 28/19</td>
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<tr>
<td>Vancity Credit Union</td>
<td>GIC</td>
<td>2.7%, 270 day fixed, Aug 28/19</td>
<td>$502,465.75</td>
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<tr>
<td>Coast Capital Savings</td>
<td>GIC</td>
<td>2.5%, 180 day fixed, May 28/19</td>
<td>$502,465.75</td>
</tr>
</tbody>
</table>

The last three investments listed included calculated accrued interest from the 90-day cashable GICs since at the time of writing this report the actual interest was unknown.

By investing in three GICs with different fixed terms we can ensure there is enough cash in the bank to cover regular operating costs and to finance projects as well as take advantage of any interest rate hikes that may occur before the year is out.

Internal Controls:

Staff are continuing work on the cash receipting processes at 7 Mile Landfill. This work is expected to go into the next year.

Other:

Year-end work was started in November and will be on-going until the draft Financial Statements have been completed. Staff have been taking webinars to help them with the closing process needed for each module such as Utility Billing and Accounts Receivable. Each module must be closed in a certain way and balanced.

Early in December, all Finance staff will develop a comprehensive schedule for year-end processes.
Staff are continuing work on linking the GIS system to the Accounting system. The goals of this project are to have not only assessment information on the mapping system but also utility information.

Staff attended a free MIA seminar on risk in the tendering process on November 27. MIA offers free education sessions to help mitigate risks for local governments.

Other projects being worked on are: creating a new Statutory Reserves Bylaw(s); moving Tangible Capital Assets (TCA) away from spreadsheets and onto the new Accounting system; creating guidelines & policies for Investments, Internal Borrowing & TCA; conducting a user audit of all utilities; Audit Services RFP for next summer; and a Banking Services RFP.

Respectfully submitted,

T. Flynn
Treasurer
TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Jamie Hamilton, Finance Clerk

DATE: November 30, 2018

Policy 2.2.2 Tendering Procedure and Policy requires that instances where there has been a single source procurement above $1000 or the lowest quote has not been accepted, the reasons therefore shall be reported to the next meeting of the Board for information, the following is submitted:

Single Source Procurements

<table>
<thead>
<tr>
<th>DATE</th>
<th>CHEQUE #</th>
<th>PAYABLE TO</th>
<th>AMOUNT</th>
<th>SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>27-Oct</td>
<td>Mastercard</td>
<td>Industrial Plastics</td>
<td>1,195.87</td>
<td>Acrylic sheets Arena</td>
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<tr>
<td>05-Nov</td>
<td>1096</td>
<td>GC Williams Milling</td>
<td>5,000.00</td>
<td>Cedar material for Hornsby Crawler enclosure</td>
</tr>
<tr>
<td>14-Nov</td>
<td>1130</td>
<td>Kal Tire</td>
<td>2,685.52</td>
<td>Tires for Electric Forklift 7 Mile</td>
</tr>
<tr>
<td>19-Nov</td>
<td>1161</td>
<td>Young Anderson</td>
<td>1,112.69</td>
<td>Buttle legal fees</td>
</tr>
<tr>
<td>19-Nov</td>
<td>1157</td>
<td>Tex Electric Ltd</td>
<td>2,016.42</td>
<td>Electrical work Arena</td>
</tr>
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</table>
WHEREAS the Regional District of Mount Waddington has received a Development Application requesting an amendment to Coal Harbour Official Community Plan Bylaw No. 657, 2002 to change the applicable land use designation for the properties addressed as 140 and 144 Harbour Road, and legally described as Lot 1 in Plan 22980, in the unincorporated community of Coal Harbour in Electoral Area ‘B’;

NOW THEREFORE the Board of Directors of the Regional District of Mount Waddington, in open meeting assembled, hereby enacts as follows:

1. **Citation**

   This Bylaw shall be cited as “Coal Harbour Official Community Plan Bylaw No. 657, Amendment Bylaw No. 959, 2018”.

2. **Official Community Plan Map No. 1 Amendment**

   Map No. 1 of Coal Harbour Official Community Plan Bylaw No. 657, 2002 is hereby amended by changing the applicable land use designation for those three properties described as: 1) Lot 7, Section 1, Rupert District (Formerly Quatsino District), Plan 26113; 2) Lot 1, Section 1, Rupert District (Formerly Quatsino District), Plan 22980, Except That Part In Plan VIP26113; and, 3) Lot C, Section 1, Rupert District (Formerly Quatsino District), Plan 7491, shown on Schedule “A” which is attached hereto and forms part of this Bylaw, from the “Village Business (VB)” to the “Village Residential (VR)” land use designation.

---

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2018

PUBLIC HEARING HELD THIS DAY OF , 201_

READ A SECOND TIME THIS DAY OF , 201_

READ A THIRD TIME THIS DAY OF , 201_

ADOPTED THIS DAY OF , 201_

CHAIR

ADMINISTRATOR
Land use designation for three properties (Lot 7, Section 1, Rupert District [Formerly Quatsino District], Plan 26113; Lot 1, Section 1, Rupert District [Formerly Quatsino District], Plan 22980, Except That Part In Plan VIP26113; and, Lot C, Section 1, Rupert District [Formerly Quatsino District], Plan 7491) changed from the “Village Business (VB)” to the “Village Residential (VR)” land use designation.
A Bylaw to Amend Coal Harbour Zoning Bylaw No. 669, 2002

WHEREAS the Regional District of Mount Waddington has received a Development Application requesting an amendment to Coal Harbour Zoning Bylaw No. 657, 2002 to change the applicable zoning category for the properties addressed as 140 and 144 Harbour Road, and legally described as Lot 1 in Plan 22980, in the unincorporated community of Coal Harbour in Electoral Area ‘B’;

NOW THEREFORE the Board of Directors of the Regional District of Mount Waddington, in open meeting assembled, hereby enacts as follows:

1. Citation

This Bylaw shall be cited as “Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 960, 2018”.

2. Zone Map No. 1 Amendment

Zone Map No. 1 of Coal Harbour Zoning Bylaw No. 669, 2002 is hereby amended by changing the applicable zoning category for those three properties described as: 1) Lot 7, Section 1, Rupert District (Formerly Quatsino District), Plan 26113; 2) Lot 1, Section 1, Rupert District (Formerly Quatsino District), Plan 22980, Except That Part In Plan VIP26113; and, 3) Lot C, Section 1, Rupert District (Formerly Quatsino District), Plan 7491, shown on Schedule “A” which is attached hereto and forms part of this Bylaw, from the “Service Commercial (SC-1) Zone” to the “Residential Multi-Family (RM-4) Zone”.

3. Text Amendment

Section 4.3.4(d) of Coal Harbour Zoning Bylaw No. 669, 2002 is hereby amended by adding section 4.3.4(d)(ii) as follows:

Two mobile home dwellings are permitted on the property which is legally described as Lot 7, Section 1, Rupert District (Formerly Quatsino District), Plan 26113 and civically addressed as 144 Harbour Road and 328 Eagle Point Road, in recognition of an existing long term non-conforming situation.

READ A FIRST TIME THIS 20th DAY OF NOVEMBER, 2018

PUBLIC HEARING HELD THIS DAY OF __, 201__

READ A SECOND TIME THIS DAY OF __, 201__

READ A THIRD TIME THIS DAY OF __, 201__

ADOPTED THIS DAY OF __, 201__

CHAIR ___________________________________________  ADMINISTRATOR ___________________________________________
Zoning category for three properties (Lot 7, Section 1, Rupert District [Formerly Quatsino District], Plan 26113; Lot 1, Section 1, Rupert District [Formerly Quatsino District], Plan 22980, Except That Part In Plan VIP26113; and, Lot C, Section 1, Rupert District [Formerly Quatsino District], Plan 7491) changed from the “Service Commercial (SC-1) Zone” to the “Residential Multi-Family (RM-4) Zone”.

SCHEDULE “A” TO COAL HARBOUR ZONING BYLAW NO. 669, AMENDMENT BYLAW NO. 960, 2018
WHEREAS the Regional District of Mount Waddington has, by Bylaw 763, established a standing advisory committee to provide advice to the Board regarding the public transportation system;

AND WHEREAS the Board of the Regional District of Mount Waddington recognizes the need to amend the membership and procedures of the Mount Waddington Transportation Advisory Committee;

NOW THEREFORE the Board of the Regional District of Mount Waddington in open meeting assembled enacts as follows:

1. THAT Bylaw No. 763 be amended as follows:
   a. Section 3 under “Membership” be deleted in its entirety and replaced with:
      3. “The Committee shall include one voting member recommended by each of: the Directors from Electoral Areas “A”, “B”, “C” and “D”, the District of Port Hardy, the Town of Port McNeill and the Village of Alert Bay.

     “The Committee shall also include one voting member for the Quatsino Band Council; the ‘Namgis First Nation; Kwakiutl Band Council; and one member at large appointed by the Board of Directors of the Regional District of Mount Waddington.

2. REPEAL

   That the Mount Waddington Transportation Advisory Committee Bylaw Amendment Bylaw No. 858, 2013 be repealed in its entirety.

3. CITATION

   This bylaw may be cited for all purposes as “Mount Waddington Transportation Advisory Committee Bylaw Amendment Bylaw No. 961, 2018”.

READ A FIRST TIME THIS DAY OF, 2018

READ A SECOND TIME THIS DAY OF, 2018

READ A THIRD TIME THIS DAY OF, 2018

ADOPTED THIS DAY OF, 2018
November 22, 2018

Regional District of Mount Waddington
2044 McNeill Road
Port McNeill, B.C.
VON 2R0

Attention: Corporate officer

Dear Sir:

Re: Annual requisition allocation alternatives

At its regular meeting on October 12th, the North Island 911 (NI 9-1-1) Board directed staff to provide each of the corporation’s shareholders a copy of a staff report dated September 17, 2018 which outlines potential options for alternative annual Regional District shareholder requisition apportionments. Prior to undertaking any further deliberation in this matter, the board is seeking consideration and responses from each Regional District shareholder; and further that such responses be forwarded to the next meeting of the NI 9-1-1 board.

It would therefore be greatly appreciated if we could receive your comments at your earliest opportunity, so we may present them to the NI 9-1-1 board at its scheduled regular meeting to be held on Friday, February 1, 2019. Please note the 2019 meeting schedule for NI 9-1-1 will be published following the shareholder inaugural meetings and appointments to the NI 9-1-1 board.

Thank you.

Yours truly,

Kevin Douville
Manager of Financial Planning

Enclosure
DATE: September 17, 2018

TO: President and Directors
   Corporation Board

FROM: Russell Dyson
   Secretary

RE: Options for alternative annual RD shareholder requisition apportionments

Purpose
To provide the Board of the North Island 9-1-1 Corporation (NI 9-1-1) for consideration, potential alternative options for the apportionment of the annual tax requisition.

Recommendation from the Secretary
That the NI 9-1-1 Board continue to support apportioning the Corporation’s annual RD shareholder requisition based on the existing method utilizing the prior year’s assessment revised roll of net taxable value of land and improvements assessed for hospital purposes within each shareholders’ jurisdiction.

Executive Summary
At the conclusion of the presentation of the 2018 – 2022 provisional financial plan at the Board meeting held on November 17, 2017, the Board expressed some concerns regarding the increasing property assessments and differing impacts on the requisition allocation for the shareholder regional districts. As a result, the Board adopted the following motion:

“THAT staff be directed to investigate alternate ways of calculating and allocating the requisition for the North Island 9-1-1 shareholders, including potential implications and impact on stakeholder agreements and report back to the board in 2018”

Subsequently at the regular Board meeting held on June 22, 2018, staff provided a brief update regarding this review and committed to bring back a report to the Board at its October meeting.

Staff have now completed an analysis of possible methods for the apportionment of the annual requisitions to shareholders and have presented the complete calculations and comparisons of four approaches, including the existing method based on assessments, in Appendix A attached. These apportionment options are:

1. By annual assessment based on the prior year’s assessment revised roll for hospital purposes (status quo);
2. By population based on the most recently available Statistics Canada census figures;
3. By combination of assessment and population, similar to the model utilized in setting the allocations for Vancouver Island Regional Library member annual levies; and
4. By percentage of total number of shares held by each regional district shareholder.

Side-by-side comparisons of these allocation models, utilizing the 2018 total requisition, are provided in Tables 1 and 2.
Table 1 – Comparison of Allocation Models in Dollars

<table>
<thead>
<tr>
<th>Tax Requisition Allocation Models</th>
<th>Side-by-Side Comparisons in Dollars</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tax Requisitions (100% Assessment)</td>
<td>Tax Requisitions (100% Population)</td>
</tr>
<tr>
<td>RD Comox Valley</td>
<td>$748,637</td>
<td>$720,496</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>$407,145</td>
<td>$483,793</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>$667,725</td>
<td>$508,572</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>$73,091</td>
<td>$119,511</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>$296,261</td>
<td>$335,528</td>
</tr>
<tr>
<td>RD qathet</td>
<td>$192,402</td>
<td>$217,361</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$2,385,261</strong></td>
<td><strong>$2,385,261</strong></td>
</tr>
</tbody>
</table>

Table 2 – Comparison of Allocation Models by Percentage

<table>
<thead>
<tr>
<th>Tax Requisition Allocation Models</th>
<th>Side-by-Side Comparisons by Percentage of Total</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tax Requisitions (100% Assessment)</td>
<td>Tax Requisitions (100% Population)</td>
</tr>
<tr>
<td>RD Comox Valley</td>
<td>31.39%</td>
<td>30.21%</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>17.07%</td>
<td>20.28%</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>27.99%</td>
<td>21.32%</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>3.06%</td>
<td>5.01%</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>12.42%</td>
<td>14.07%</td>
</tr>
<tr>
<td>RD qathet</td>
<td>8.07%</td>
<td>9.11%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Prepared by: K. Douville

Concurrence: B. Dunlop

Kevin Douville
Manager of Financial Planning

Beth Dunlop
Corporate Financial Officer

Policy Analysis

Section 4.1 of the NI 9-1-1 Corporation’s Shareholders Agreement dated March 31st, 2008 outlines the following with respect to contributions from shareholders:

4.1 The Company will, and may in its discretion request from each and every Shareholder in proportion to the Shareholder’s percentage holdings in the Company, all funds required to meet the capital, operating and capital asset replacement needs for the Company. The contribution percentage of each Shareholder at the date of this Agreement is as follows:

<table>
<thead>
<tr>
<th>Shareholder</th>
<th>Contribution Percentage of Funds Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comox Valley</td>
<td>30.47%</td>
</tr>
<tr>
<td>Nanaimo</td>
<td>27.05%</td>
</tr>
<tr>
<td>Alberni – Clayoquot</td>
<td>13.03%</td>
</tr>
<tr>
<td>Mount Waddington</td>
<td>3.11%</td>
</tr>
<tr>
<td>Powell River (nka qathet)</td>
<td>8.47%</td>
</tr>
<tr>
<td>Strathcona</td>
<td>17.87%</td>
</tr>
</tbody>
</table>

North Island 9-1-1
Section 4.3 of the shareholders agreement sets the method for determining each shareholder’s respective contribution percentage:

4.3 Each Shareholder’s respective contribution percentage of funds required from time to time by the Company shall be reassessed by the Company annually, on the basis of the prior year’s revised roll of taxable value of land and improvements assessed for hospital purposes, within the Shareholders’ jurisdiction, commencing from the date of this Agreement, and upon the withdrawal or addition of a Shareholder, any such change to be determined as if a Major Decision of the Board.

The North Island 9-1-1 Corporation is a privately held corporation established and governed by the BC Business Corporations Act.

For additional background, the sharing of costs for library services is set in accordance with section 24(1) of the Library Act [RSBC] 1996 Chapter 264 while for regional districts, the method for determining the tax base of property value taxes is set in accordance with section 384 of the Local Government Act.

Options
The following options are available for the Board’s consideration:

1. Retain the existing method for assessing the annual requisition of each Shareholder, based on the prior year’s assessment revised roll of tax value of land and improvements assessed for hospital purposes within each Shareholders’ jurisdiction; or
2. Proceed with an amendment to the current shareholders’ agreement to alter the method for calculating each shareholders’ respective contribution percentage of funds to be based on population figures from the most recently available Statistics Canada census data; or
3. Proceed with an amendment to the current shareholders’ agreement to alter the method for calculating each shareholders’ respective contribution percentage of funds to be based on a combination of assessment and population; or
4. Proceed with an amendment to the current shareholders’ agreement to alter the method for calculating each shareholders’ respective contribution percentage of funds to be based on a percentage of the total number of shares held by each regional district shareholder.

Staff recommend the Board endorse option 1 at this time supported by the following rationale:

- The nature of federal census data, specifically its five year production cycle, precludes the availability of accurate population figures on an annual basis to support requisition calculations for options 2 and 3.
- With option 4, the number of shares in the Corporation remains predominately static over time and does not allow for consideration of population and/or assessed value changes, including non-market change which could lead to potential weighting discrepancies / variances.

Attachments: Appendix A – “North Island 911 Corporation – Optional 2018 Shareholder Requisition Scenario Comparisons”
## North Island 911 Corporation

### Optional 2018 Shareholder Requisition Calculation Comparisons

#### 2017 Net Taxable Value

<table>
<thead>
<tr>
<th>Region</th>
<th>Net Taxable Value</th>
<th>% of Total</th>
<th>Requisition (100% Assessment)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>$12,221,001,501</td>
<td>31.39%</td>
<td>$374,318</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>$6,646,381,997</td>
<td>17.07%</td>
<td>$203,573</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>$10,900,182,227</td>
<td>27.99%</td>
<td>$335,863</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>$1,193,158,276</td>
<td>3.06%</td>
<td>$36,545</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>$4,836,275,578</td>
<td>12.42%</td>
<td>$148,131</td>
</tr>
<tr>
<td>RD qathet</td>
<td>$3,140,845,716</td>
<td>8.07%</td>
<td>$96,201</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$38,937,845,295</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$1,192,631</strong></td>
</tr>
</tbody>
</table>

#### 2016 Census Population

<table>
<thead>
<tr>
<th>Region</th>
<th>Population</th>
<th>% of Total</th>
<th>Requisition (100% Population)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>66,527</td>
<td>30.21%</td>
<td>$720,496</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>44,671</td>
<td>20.28%</td>
<td>$483,793</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>46,959</td>
<td>21.32%</td>
<td>$508,572</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>11,035</td>
<td>5.01%</td>
<td>$119,511</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>30,981</td>
<td>14.07%</td>
<td>$335,528</td>
</tr>
<tr>
<td>RD qathet</td>
<td>20,070</td>
<td>9.11%</td>
<td>$217,361</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>220,243</strong></td>
<td><strong>100%</strong></td>
<td><strong>$1,192,631</strong></td>
</tr>
</tbody>
</table>

#### Shareholder Requisition Allocation by Assessment

<table>
<thead>
<tr>
<th>Region</th>
<th>Net Taxable Value</th>
<th>% of Total</th>
<th>Requisition (100% Assessment)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>$12,221,001,501</td>
<td>31.39%</td>
<td>$748,686</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>$6,646,381,997</td>
<td>17.07%</td>
<td>$407,343</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>$10,900,182,227</td>
<td>27.99%</td>
<td>$567,725</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>$1,193,158,276</td>
<td>3.06%</td>
<td>$37,091</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>$4,836,275,578</td>
<td>12.42%</td>
<td>$296,361</td>
</tr>
<tr>
<td>RD qathet</td>
<td>$3,140,845,716</td>
<td>8.07%</td>
<td>$192,402</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$38,937,845,295</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$2,385,261</strong></td>
</tr>
</tbody>
</table>

#### Shareholder Requisition Allocation by Population

<table>
<thead>
<tr>
<th>Region</th>
<th>Population</th>
<th>% of Total</th>
<th>Requisition (100% Population)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>66,527</td>
<td>30.21%</td>
<td>$720,496</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>44,671</td>
<td>20.28%</td>
<td>$483,793</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>46,959</td>
<td>21.32%</td>
<td>$508,572</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>11,035</td>
<td>5.01%</td>
<td>$119,511</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>30,981</td>
<td>14.07%</td>
<td>$335,528</td>
</tr>
<tr>
<td>RD qathet</td>
<td>20,070</td>
<td>9.11%</td>
<td>$217,361</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>220,243</strong></td>
<td><strong>100%</strong></td>
<td><strong>$1,192,631</strong></td>
</tr>
</tbody>
</table>

#### Shareholder Requisition Allocation using combination of Assessment and Population

<table>
<thead>
<tr>
<th>Region</th>
<th>Net Taxable Value</th>
<th>% of Total</th>
<th>Requisition (50% Assessment)</th>
<th>2016 Census Population</th>
<th>Requisition (50% Population)</th>
<th>Total Requisition</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>$12,221,001,501</td>
<td>31.39%</td>
<td>$374,318</td>
<td>66,527</td>
<td>$720,496</td>
<td>$1,192,631</td>
<td>100.00%</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>$6,646,381,997</td>
<td>17.07%</td>
<td>$203,573</td>
<td>44,671</td>
<td>$483,793</td>
<td>$687,366</td>
<td>100.00%</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>$10,900,182,227</td>
<td>27.99%</td>
<td>$335,863</td>
<td>46,959</td>
<td>$508,572</td>
<td>$844,435</td>
<td>100.00%</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>$1,193,158,276</td>
<td>3.06%</td>
<td>$36,545</td>
<td>11,035</td>
<td>$119,511</td>
<td>$155,056</td>
<td>100.00%</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>$4,836,275,578</td>
<td>12.42%</td>
<td>$148,131</td>
<td>30,981</td>
<td>$335,528</td>
<td>$483,659</td>
<td>100.00%</td>
</tr>
<tr>
<td>RD qathet</td>
<td>$3,140,845,716</td>
<td>8.07%</td>
<td>$96,201</td>
<td>20,070</td>
<td>$217,361</td>
<td>$313,561</td>
<td>100.00%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$38,937,845,295</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$1,192,631</strong></td>
<td><strong>220,243</strong></td>
<td><strong>$1,192,631</strong></td>
<td><strong>$2,385,261</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

#### Shareholder Requisition Allocation by Percentage of NI911 Corp Shares

<table>
<thead>
<tr>
<th>No. of Shares</th>
<th>% of Total</th>
<th>Requisition (100% Share Ownership)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>6</td>
<td>28.57%</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>4</td>
<td>19.05%</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>5</td>
<td>23.81%</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>1</td>
<td>4.76%</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>3</td>
<td>14.29%</td>
</tr>
<tr>
<td>RD qathet</td>
<td>2</td>
<td>9.52%</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>21</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

#### Shareholder Requisition Allocation Models

<table>
<thead>
<tr>
<th>Region</th>
<th>Requisitions (100% Assessment)</th>
<th>Requisitions (100% Population)</th>
<th>Requisitions (50% Assessment)</th>
<th>Requisitions (50% Population)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RD Comox Valley</td>
<td>$748,686</td>
<td>$720,496</td>
<td>$374,318</td>
<td>$360,248</td>
</tr>
<tr>
<td>RD Strathcona</td>
<td>$407,343</td>
<td>$483,793</td>
<td>$203,573</td>
<td>$192,402</td>
</tr>
<tr>
<td>RD Nanaimo (SD69)</td>
<td>$567,725</td>
<td>$598,513</td>
<td>$378,725</td>
<td>$358,313</td>
</tr>
<tr>
<td>RD Mount Waddington</td>
<td>$373,091</td>
<td>$398,313</td>
<td>$159,511</td>
<td>$151,313</td>
</tr>
<tr>
<td>RD Alberni-Clayoquot</td>
<td>$296,361</td>
<td>$315,895</td>
<td>$167,764</td>
<td>$165,935</td>
</tr>
<tr>
<td>RD qathet</td>
<td>$192,402</td>
<td>$217,361</td>
<td>$108,680</td>
<td>$108,313</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td><strong>$2,385,261</strong></td>
<td><strong>$2,385,261</strong></td>
<td><strong>$1,192,631</strong></td>
<td><strong>$1,192,631</strong></td>
</tr>
</tbody>
</table>

### Shareholder Requisition Allocation Models Side-by-Side Comparisons
Dear Chair and Board

December 7, 2018

My name is Des Nobels, I am the Director for Area A on the North Coast Regional District and Chair of the Coastal Community Network (CCN). It is in my capacity as Chair of the CCN that I am writing to you in the hopes of gaining your continued support for the organization.

The CCN was incorporated in 1995 at a time when most, if not all, of our communities were reaping economic benefits from coastal commercial fisheries. Great changes were underway in Ottawa for fisheries reform and the CCN came together to address the concerns of Coastal Communities. Fast forward to 2015, fisheries reforms were instituted, coastal fishing was restricted to Area based fishing, Individual Transferable Quotas were introduced, and the fishing fleets were reduced. Over the past two decades, many coastal communities have seen significant changes in their relationship with the marine economy. Shifts in social and economic norms have forced many of our communities to reinvent themselves by seizing new opportunities. This has translated into less involvement in the CCN because we are perceived as having limited value. I believe the CCN continues to have significant value to our communities, but we are just not as visible as we once were. At present the CCN is active on only one front, the commercial fishing sector, and currently the CCN holds three seats on the Groundfish Development Authority (GDA). The GDA administers a Groundfish Development Quota (GDQ), which is 20% of the Groundfish allocation, by vetting joint proposals submitted by harvesters and processors. We then make recommendations to the Minister of Fisheries, Oceans, and the Canadian Coast Guard ensuring that shoreside work continues and that the communities and residents of BC receive benefits from the resources at their doorstep.

This represents tens of millions of dollars for our regional economies. Even if you do not have boats, docks, or processing plants in your community, you have fishermen living in your region who contribute to economic wellbeing. We need to protect and foster the sustainable fishing economy we have, and to ensure the benefits remain local. Overseas interests are already purchasing Canadian fishing quotas because they see the value, and so must we. I believe that the CCN has a role to play in the future for maintaining access and control of Canada’s fisheries in Canadian communities. This will be our main focus in the short term.

To that end, the Coastal Community Network respectfully requests that your Board appoint one of your Members to the CCN and consider making the commitment of 500 dollars annually for the next four years to the CCN in your upcoming budget discussions. This will allow the CCN to maintain the community seats at the GDA table. As a wise person once told me, “If you’re not at the table, you’re probably on the menu”. Your contribution will also allow the organization the time it needs to properly assess its role, with your guidance, over the long term.

If you require further information please contact me at, dnobels@citytel.net or (250) 627-1859. Thank you for the opportunity to bring this important matter to your attention and best wishes in your deliberations.

Respectfully Yours,

Des Nobels
Coastal Community Network Chair