



Electoral Area & Municipal Regional District Tax  
Director's Committee

**MEETING AGENDA**

December 15, 2020 – 12:00 am  
RDMW Office – 2044 McNeill Road, Port McNeill, BC

**Page 1 CALL TO ORDER**

- 1      **1. Approval of Agenda** – Agenda (December 15, 2020)
- 2-3    **2. Approval of Minutes** – EA & MRDT Committee Minutes (November 17, 2020)
- 3. Reports**
  - A. ELECTORAL AREA DIRECTORS**
    - 4            1) Report from the Administrator (December 09, 2020)
    - 5            2) Report from the Treasurer (December 15, 2020)
    - 6-7         3) GT2020-06 Coal Harbour Waste Water Plant Upgrade
    - 4) Verbal Report from the Manager of Operations regarding Road Rescue Grant Proposal
    - 8            5) Report from the Chilton Arena Manager
  - B. MUNICIPAL REGIONAL DISTRICT TAX**
    - 9-11        1) Report from the Manager of Economic Development (December 08, 2020)
- 4. Correspondence – None**
- 5. Next Meeting – To be announced**
- 6. ADJOURN**



## Electoral Area Director's & RTAG Committee

### MINUTES

November 17, 2020

RDMW Office – 2044 McNeill Road, Port McNeill, BC

#### CALL TO ORDER: 12:31 pm

#### Attendance:

EA/PA Directors: Andrew Hory (Chair), James Furney (Zoom), Rod Sherrell, and Sandra Daniels (Teleconference/Zoom: 12:44)

Other Directors: None

Staff: Greg Fletcher, Administrator; Pat English, Economic Development Manager; Nadine Weldon, Recording Secretary

Public/Guest:

20-35

#### Agenda

It was moved and seconded, that the agenda dated November 17, 2020, be adopted.

**CARRIED**

20-36

#### Minutes

It was moved and seconded, that the minutes dated September 15, 2020, be adopted.

**CARRIED**

#### Reports

##### A. GAS TAX

##### a) Completed Gas Tax Projects

##### *Also noted:*

20-37

- *FCM Heat Pump Project has now become ineligible for Gas Tax Funding*
- *GT2020-01 and GT2020-02 are now complete and all costs in*

**CARRIED**

##### b) GT2020-05 Chilton Arena Tesla Back-up Power System

##### *Also noted:*

- *Gas Tax Project GT202-05 Chilton Arena Tesla Back-Up Power System project went to Arena Committee on November 17, due to need to cover balance of funds required (\$16,000) not covered by the gas tax funding. Recommended that a letter be sent to the Town of Port McNeill for the share of the project.*

20-38

It was moved and seconded that a letter be sent to the Town of Port McNeill for gas tax funding in the amount of \$16,000 contribution for the Chilton Arena Tesla Back Up Power System.

**CARRIED**

20-39

It was moved and seconded to approve Gas Tax Project GT2020-05 Chilton Arena Tesla Back Up Power System subject to approval of funding from the Town of Port McNeill in the amount of \$32,000.00

**CARRIED**

**B. Manager of Economic Development:**

a) RTAG 2019-04 Mount Cain Alpine Park Society Extension Completion Request

20-40 It was moved and seconded that the Mount Cain Alpine Park Society Extension Completion Request be granted.

**CARRIED**

b) GT 2019-19 FO Hall Lighting Upgrade Extension Completion Request

20-41 It was moved and seconded that the GT 2019-19 FO Hall Lighting Upgrade Extension Completion Request be granted.

**CARRIED**

**Correspondence**

**A. Safe Start Program**

*Also noted:*

- *Review of COVID 19 Safe Restart Grant received and parameters of suggestions of eligibilities and where monies may be spent in the Regional District.*
- *This will not affect ongoing EMBC claim submissions, but some of the Safe Restart funding will be used to cover any costs not covered by EMBC.*
- *As funding has been sent to all municipalities, these monies would be centered around Regional District and Electoral Area programs specifically.*

20-42 It was moved and seconded to use the Gas Tax Cost Allocation as the guiding principal for distribution of funds received from COVID 19 Safe Restart Grant.

**CARRIED**

**Next Meeting** – To be announced

**Adjournment:** The meeting adjourned at 1:10 pm

**CERTIFIED CORRECT**

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR



## REGIONAL DISTRICT OF MOUNT WADDINGTON

### REPORT

**TO:** Electoral Area Directors  
**FROM:** Greg Fletcher, Administrator  
**SUBJECT:** Ecotrust North Island Heat Pump Incentive Program FCM Grant application Update  
**DATE:** December 10, 2020

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In September, the EA Committee approved the following motion:

EA 20-33: *“that it be agreed in principle to fund up to \$35,700 from Electoral Area Gas Tax funds for a contribution to the RDMW Heat Pump Incentive Program as part of the local government contribution to a application put forward to the Federation of Canadian Municipalities and subject to contributions from other north Island communities.”*

This motion was in relation to a proposal summarized as follows:

“As per the January MoU, Ecotrust has proceeded with a grant application to the FCM that would provide a grant of up to \$500,000 that would help fund up to 146 heat pump installations in the RDMW. The RDMW and partners would be expected to contribute \$125,000.”

Prior to sending out the suggested letters, a request for eligibility confirmation was made to the UBCM gas tax representatives who stated that it would be an ineligible expenditure. Since then, all local governments have received COVID Restart funds that could be used for a variety of purposes including “services for vulnerable persons”. The original proposal provided a portion of the funds directly for this purpose but limited to only 10 units of the 146. We have been in discussions with Ecotrust and the FCM to determine whether a means testing process would ensure that all the installations were eligible to meet this criterion while still aligning with the FCM criteria.

In the mean time, Ecotrust has proceeded with a non-binding program to facilitate RDMW households to take advantage of a limited time offer (to December 31) of doubled Clean BC incentive grants (prior to doubling, up to \$1,000 for electric heated housing, up to \$3,000 for fossil fuel heated housing units). They will provide residents an opportunity to pool applications whereby they will handle negotiations with contractors to provide for batch installations that should considerably reduce the installation costs per unit. This will also provide for substantiation of the premise that currently NI residents face a significant barrier to accessing Clean BC incentives because of lack of local contractors available to install and service this efficient infrastructure.

#### **Recommendation:**

That it be agreed in principle to fund up to \$35,700 from COVID Restart or other funds for a contribution to the RDMW Heat Pump Incentive Program as part of the local government contribution to a application put forward to the Federation of Canadian Municipalities and subject to contributions from other north Island communities.

The motion is like the earlier motion but without the limitation on the source of funding.

As per the recommendations in the September report, the proposal to the FCM would need to include eligibility criteria and the process needed to handle any of the applications. In additions, requests would need to be made to the Municipalities for some sort of contributions that would ensure that the program could be delivered region-wide.



## THE REGIONAL DISTRICT OF MOUNT WADDINGTON MANAGEMENT REPORT

TO: Electoral Area Board of Directors  
FROM: Rose Liu, Treasurer  
DATE: December 15, 2020

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### 1. Electoral Areas 2020 Financials

	EA Area A	EA Area B	EA Area C	EA Area D
2020 Revenue	3,100	3,100	3,100	3,100
2020 Expense	520	903	100	100
2020 Director's Grant			1500	
Reserves 2020 Open Balance	- 1,435	6,421	11,174	23,696
Reserves 2020 Ending Balance	1,145	8,618	12,674	26,696

### 2. 2020 EMBC COVID Claim

Total COVID Spending:	\$56,457
Total Claims Submitted to EMBC	\$44,532
Total Refund Received	\$31,568
Total Refund Expected	\$4,170

Of \$44,532 claim submitted, \$35,738 will highly likely to be received, which accounts for 80% of the total claim.

### 3. 2020 Emergency Management Financials

Tax Levy:	\$38,100
Total Operating Expense to Date (incl COVID)	\$40,819
Additional Operating Expense Projected	\$8,000
Total Yearly Expense	\$48,819
Deficit:	\$10,719

Recommendation: Include COVID Restart Grant in 2021 budget for Emergency Management.

Respectfully submitted,

Rose Liu, Treasurer



**REGIONAL DISTRICT OF MOUNT WADDINGTON**

2044 McNeill Road, P.O. Box 729, Port McNeill, B.C. V0N 2R0

Phone: 250-956-3161 or 250-956-3301 fax: 250-956-3232

**APPLICATION FOR GAS TAX-COMMUNITY WORKS**

**NAME OF APPLICATION:** Coal Harbour Waste Water Plant Upgrade

**LOCATION AND ADDRESS OF PROPOSAL:**

**COMMUNITY**  Coal Harbour

**IN ELECTORAL AREA/** **B**

If **REGIONAL**  **Regional Wide Service** or  **list Impacted Communities and areas**

**SERVICE:** Coal Harbour Water Service

**RDMW Land Tenure:**

**TYPE OF APPLICATION:**

- Local Roads/Bridges  Public Transit  Drinking Water  Wastewater  Solid Waste
- Community Energy Systems  Recreational Infrastructure  Cultural Infrastructure  Tourism Infrastructure
- Disaster Mitigation  Capacity Building

**NEW DEAL FUNDING REQUIRED** Project Budget Attached  Community Support Attached

Factoring extra allowances prudent in the current uncertain conditions, \$49,000 is being requested from Gas Tax with any residuals being returned.

**PROJECT DESCRIPTION:**

The Coal Harbour Wastewater Treatment Plant uses four aerated moving bed bioreactors to facilitate the bacteria culture that treat the wastewater before it moves on to the DAF clarifier.

Currently two 5 hp single phase blowers are used with at least one blower running at all times to aerate the bioreactors and provide oxygen to the bacteria culture at a fixed rate. The amount of air required to maintain an optimum oxygen level in the bioreactors changes throughout the day depending on wastewater system usage. The majority of the time an excess amount of air is produced by the blowers.

This proposal is to add a Dissolved Oxygen sensor to the common outlet of the four bioreactors to monitor the bioreactor oxygen levels. With this information the blower motor speeds can be varied to maintain an optimum oxygen level in the bioreactors. This will result in reduced energy costs.

Cost estimate to add automated blower speed control is as follows:

Description	Quantity	Unit Price	Total Price
5 hp 208 volt 3 phase blower motors	2	\$453.76	\$907.52
5 hp 208 volt 3 phase Variable Frequency Drive	2	\$997.60	\$1,995.20
Dissolved Oxygen Sensor and controller	1	\$5,309.00	\$5,309.00
Wiring, fittings and adaptors	1	\$400.00	\$400.00
Installation and programming	1	\$3,000.00	\$3,000.00
Shipping	1	\$275.00	\$275.00
		<b>Sub Total</b>	<b>\$11,886.72</b>
		25% Contingency allowance	\$2,971.68
		10% Administration allowance	\$1,188.67
		10% Inflation allowance	\$1,188.67
		<b>Total Before Taxes</b>	<b>\$17,235.74</b>

The other upgrade component is addition of a backup power battery for lift station #4. Currently during power outages, a mobile generator is required to power lift station so that they do not over flow. If a lithium battery array were to be installed with sufficient voltage/wattage to run the lift station for 24 hours, the lift station could be powered through most BC Hydro outages. This would allow normal operation instead of relying on periodic pumping when generator was plugged in. It would also limit the use of fossil fuels to only extended power outages when the generator would be needed for recharging the batteries as the batteries would normally be charged by the grid. It is also expected that a battery system will require significantly less maintenance as there is much less moving parts compared to the generator. With the generator freed up, it would be readily available to assist other services critical during power outages creating greater resiliency in the community. Should the back-up battery array system be perfected, it would likely be rolled out to all the Regional District's lift stations and likely other facilities.

Cost estimate to add a backup lithium battery array system is as follows:

Description	Quantity	Unit Price	Total Price
Inverter	1	\$2,599.00	\$2,599.00
24 Volt Iofepo4 Battery	8	\$1,228.00	\$9,824.00
Wiring, fittings and adaptors	1	\$400.00	\$400.00
Aluminum Enclosure	1	\$1,500.00	\$1,500.00
Installation and programming	1	\$7,000.00	\$7,000.00
Shipping	1	\$500.00	\$500.00
		Sub Total	\$21,823.00
		25% Contingency allowance	\$5,500.00
		10% Administration allowance	\$2,200.00
		10% Inflation allowance	\$2,200.00
		Total Before Taxes	\$31,723.00

**COMMUNITY WORKS OBJECTIVES ADDRESSED BY PROPOSAL:**

Better performance of operations reduces costs and foster greater reinvestment in the infrastructure plus back up system will create greater community resiliency when dealing with power outages

**TEST OF INCREMENTALITY**  *This project could not have been considered if New Deal funds were not available.*

**MEASURABLE OUTCOMES (expected benefits)**

Lower usage of electricity by using finer sensor resolution coupled with the greater capacity of recent upgrades to the waste water system's process logic control infrastructure. The lithium battery array system will require less usage of portable generator during outages which will make the generator more available other needs mitigating the negative impact to residents during power failures.

<b>FOR OFFICE USE ONLY</b>	Staff lead: <u>Patrick Donaghy</u>	<input type="checkbox"/> Copy to Finance
DATE RECEIVED: <u>December 15, 2020</u>	PROJECT NUMBER: <u>GT2020-06</u>	
CONSIDERED BY NEW DEAL COMMITTEE ON: <u>December 15, 2020</u>	MOTION NUMBERS:	
DECISION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved subject to		<input type="checkbox"/> Not Approved
BUDGETED PROJECT COST:\$	NEW DEAL APPROVED FUNDING:\$	+
PROJECT CERTIFIED COMPLETED : <u>Signature of Manager</u>	ACTUAL PROJECT COST:\$	
DATE CONFIRMATION PROVIDED TO UBCM:		



# Regional District of Mount Waddington

PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: [www.rdmw.bc.ca](http://www.rdmw.bc.ca) Email: [info@rdmw.bc.ca](mailto:info@rdmw.bc.ca)

File No.

December 15, 2020

Multiple departments are requesting Gas Tax funding to purchase solar panels in bulk to be installed at regional facilities. This proposal is to purchase panels that would be inventoried until inverters and hardware are obtained at discounts or surplus auctions. Utilizing local trades would benefit the region as well.

The arena could expand its solar grid by installing an additional 60 panels taking full advantage of the one 33KW inverter already in place leaving 62 panels for other facilities.

<b>Solar Panels Regular Cost</b>	
122 Canadian Solar Panels 330w	\$31,960/\$.78w
<b>Solar Panels Bulk Cost</b>	
122 Canadian Solar Panels 330w	\$18,300/\$.45w
	plus estimated freight of \$3700
<b>Additional Arena Revenue (60 Panels)</b>	
Approximate increase in solar revenue	\$1500/yr

## Notes

- I have investigated purchasing out of the US. Prices came in at \$130 Cdn per panel. Once tariffs of 20% and auction fees of 17% were factored in, the cost purchasing from Canada were significantly better.
- I have made inquiries to BC Hydro regarding the arena minimum charge during ice-out months. I have made a recommendation to BCH to keep the minimum charge and then we be credited our solar production for each month.
- I would like the Board to support a letter to BC Hydro explaining our situation and recommending a rate change suitable for solar generation at facilities like ours.
- Freight is extra

**Recommendation:** That the New Deal Committee approve Gas Tax funding of \$22,000 to purchase 122 solar panels which would be held as stock.

Respectfully Submitted,

Gerry Little  
Arena Manager



**INCORPORATED JUNE 13, 1966**

MUNICIPALITIES: VILLAGE OF ALERT BAY, VILLAGE OF PORT ALICE, DISTRICT OF PORT HARDY, TOWN OF PORT MCNEILL  
ELECTORAL AREAS: "A" (BROUGHTON ARCHIPELAGO, SOINTULA / MALCOLM ISLAND, MAINLAND); "B" (COAL HARBOUR, HOLBERG, QUATSINO, WINTER HARBOUR);  
"C" (FORT RUPERT, HYDE CREEK, TSULQUATE); "D" (CORMORANT ISLAND, TELEGRAPH COVE, WOSS)



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT



**TO:** Electoral Area Directors and the Director for Port Alice  
Gas Tax Committee **FILE NO.** 6900.04

**FROM:** Pat English, Manager of Economic Development

**SUBJECT:** MRDT Renewal

**DATE:** Dec 08, 2020

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In 2021 I will submit an application to the Ministry of Finance for renewal of the MRDT. This renewal would generally be submitted in 2023 but we are accelerating the application in order to match the timeline for an application from the District of Port Hardy, thereby reducing the administrative costs associated with two applications during a five-year period.

MRDT rates for the electoral areas and Port Alice are set at 2%. In 2017, the maximum tax rate was raised to 3% and this higher rate was adopted by the District of Port Hardy during the last renewal of their taxation authority. At a meeting on November 25, 2020, the Vancouver Island North Tourism Advisory Committee (VINTAC) recommended that the taxation rate should be increased to 3% throughout the Regional District. The Town of Port McNeill and the Village of Alert Bay will consider VINTAC's recommendation and provide instructions according to their decision.

A Briefing Note prepared by Tourism Vancouver Island and outlining the implications of the proposed increase is attached to this report. In order for the RDMW to maintain market share given the increased marketing expenditures in other jurisdictions, it is recommended that the Electoral Area and Port Alice Committee accept the recommendation of the VINTAC. If the VINTAC recommendation is supported, I will submit revised Regional Tourism Action Grant guidelines to the Electoral Committee at the January meeting to provide a framework for the increased revenues.

Respectfully submitted,

Manager, Economic Development

**MRDT Background:**

- The Municipal and Regional District Tax (MRDT) is a tax of either two percent or three percent on the purchase price of accommodation imposed in specific geographic areas of the province (designated accommodation areas) on behalf of municipalities, regional districts or eligible entities.
- The MRDT Program was introduced in 1987 and raises revenue for local tourism marketing, programs and projects. Affordable housing was added as a permissible use of funds through the 2018 provincial Budget.
- MRDT applies to the purchase of accommodation in designated areas. Taxable accommodation includes hotels, motels, resorts, bed and breakfasts, houses, cottages and cabins, and other short term lodging. Online accommodation platforms are now also enabled to collect PST and MRDT through Budget 2018.
- MRDT has been in place in the Regional District of Mount Waddington for more than a decade and it has contributed to the growth of the North Island as a tourism destination.
- Currently the District of Port Hardy collects MRDT at three percent, and the rest of the Regional District collects MRDT at two percent.
- The additional revenues collected by Port Hardy through the additional one percent enable Tourism Port Hardy to lead enhanced local marketing efforts that complement the work of Vancouver Island North Tourism.

**Current MRDT Renewal Process:**

- The District of Port Hardy and the rest of the Regional District of Mount Waddington are currently required to renew MRDT at different times (approximately 2 years apart). This results in additional costs and administrative burdens. The Regional District of Mount Waddington and the District of Port Hardy have decided to collaborate on a joint renewal in 2020-2021 that will result in all communities in the Regional District of Mount Waddington having the same MRDT renewal date.
- The consulting team will work with all communities to ensure that the MRDT application and corresponding strategies meets the needs of each community and of the Regional District as a whole.

**Taxation Rate (2% vs 3%):**

- The District of Port Hardy currently collects three percent MRDT from eligible accommodation properties and the rest of the Regional District currently collects two percent MRDT from eligible accommodation properties.
- There is an opportunity for the entire Regional District to collect three percent MRDT, which will provide increased funding to promote the North Island as a Destination.
- Each jurisdiction will be able to establish their own priorities for spending subject to compliance with the legislation and regulations. These spending plans will need to be

determined and stated in the business plan that accompanies the MRDT renewal application.

- Based on 2019 MRDT collections, the additional 1% may be expected to generate revenue of approximately \$23,000 for Port McNeill, \$3,000 for Alert Bay, and \$32,000 for the RD's electoral areas and Port Alice. These estimates will be reduced by administrative charges and fees collected by the Province.

#### **Reasons to Increase to Three Percent:**

- Increased revenues resulting from collecting three percent, rather than two percent, could enable the North Island to better promote the region as a destination and to compete with other destinations in British Columbia for market share.
- Compared to other destinations on Vancouver Island and in British Columbia, tourism marketing is underfunded in the Regional District of Mount Waddington and an increase in three percent would bring the North Island closer to its competitors in terms of annual funding amounts.
- Most communities in British Columbia currently collect MRDT and most communities are currently collecting three percent or plan to in their next renewal.
- There is no evidence that MRDT impacts consumer decision making and there is no evidence that an increase to three percent would impact the competitiveness of the North Island as a destination.

#### **Reasons NOT to Increase to Three Percent:**

- Communities that choose not to increase to three percent typically do so because they do not have the organizational capacity to oversee the use of additional budget or because they were unable to secure support from eligible accommodation properties.

#### **Consulting Team Recommendation:**

- The consulting team recommends that all areas of the Regional District of Mount Waddington increase MRDT to three percent, providing that each eligible accommodation area (Port Hardy, Port McNeill, Alert Bay, and the Regional District Electoral Areas and Port Alice) is able to clearly articulate what organization(s) will be responsible for managing the additional budget in accordance with the MRDT strategy.
- Ultimately, each accommodation area is entitled to make its own decision with respect to a two percent or three percent taxation rate.
- Tourism Vancouver Island is available to answer any questions communities may have and contact details are below.

#### **Consulting Team Contact Information:**

Calum Matthews

Director, Destination Development

Tourism Vancouver Island

[Calum@tourismvi.ca](mailto:Calum@tourismvi.ca)

250-619-2569