



REGIONAL DISTRICT OF MOUNT WADDINGTON
**BOARD OF DIRECTORS
MEETING AGENDA**

April 20, 2021 at 2:00pm

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

Zoom Meeting Invitation:

<https://us02web.zoom.us/j/82970708722?pwd=NHVGU2JaU0lsaGJFSWNFeUVoVVBhdz09>

Page(s) **CALL TO ORDER**

A. APPROVAL OF AGENDA

- 1-2 1. Adopt April 20, 2021 RDMW Board of Directors Meeting Agenda as Presented (Or amended)

B. DELEGATIONS & RECOGNITIONS - None

C. MINUTES

- 3-9 1. Minutes of the Board of Directors Meetings held March 16, 2021 as Presented (Or amended)

Available for Review 2. District of Port Hardy Regular Council Meetings – February 9, February 23, 2021; Village of Alert Bay Regular Council Meetings – February 22, March 8, 2021; Village of Port Alice Regular Council Meetings – February 24, 2021.

Available for Review 3. Cheque Register Report (March 31, 2021)

D. STAFF REPORTS

- 10 1. a) Administrator (April 13, 2021)

Recommendation:

THAT a contract be approved for Sue Hamilton to provide caretaker services for the Bere Point Regional Campsite from May 21 to September 24, 2021.

b) Travel Report – *NO TRAVEL THIS MONTH (Due to COVID-19 Travel Restrictions)*

- 11 2. a) Manager of Economic Development (April 12, 2021)

12-15 b) Tourism Coordinator Report (April 13, 2021)

- 16-17 3. a) Manager of Operations (April 13, 2021)

Recommendations:

THAT Patrick Rocheleau be contracted for the role of operator of the Woss Recycling Depot/Transfer Station for the term of May 1, 2021 to December 31, 2025 for a base rate of \$653.26/month, with an hourly rate of \$21.77 for extra operator services outside of the contract.

4. Manager of Planning and Development Services (**No Report**)

E. FINANCIAL REPORTS

- 18 a) Treasurer (April 12, 2021)
- 19 b) Single Source Report (March 31, 2021)

F. COMMITTEE REPORTS - Electoral Area Committee
(To be brought forth from earlier Committee Meetings)

G. BYLAWS AND PERMITS

H. CORRESPONDENCE - None

I. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

- 1. Other Business: Discussion
- 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 Meeting: May 18, 2021

J. ADJOURNMENT



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS

MEETING MINUTES

March 16, 2021 at 2:00pm

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

Chair: Zoom: Andrew Hory
Directors: In Person: Sandra Daniels, Rod Sherrell,
Zoom: Dennis Buchanan, Kevin Cameron, Janet Dorward, Dennis Dugas,
James Furney, Gaby Wickstrom

Staff: In person: Greg Fletcher, Administrator; Patrick Donaghy, Operations Manager;
Pat English, Manager of Economic Development; Rose Liu, Treasurer
Zoom: Nadine Weldon, Recording Secretary; Natalie Stewart, Tourism
Coordinator; Angela Smith, Health Network Coordinator.

Media: Zoom: Kathy O'Reilly – North Island Eagle
Public: Zoom: Phil Climie – Ecotrust

Resolution No. **CALL TO ORDER**

2:07 PM

The Chair opened the meeting by acknowledging that this meeting is taking place on the traditional territory of the Kwak'waka speaking peoples.

A. APPROVAL OF AGENDA

Moved/Seconded/**CARRIED**

030/2021 THAT the RDMW Board of Directors March 16, 2021 Meeting Agenda be adopted as presented.

B. DELEGATIONS & RECOGNITIONS

1. Phil Climie – Ecotrust Canada

- *Provided partnership updates and opportunities including:*
 - *Review of the 2020 Projects completed:*
 - *23 ductless heat pump installations in Quatsino First Nation*
 - *completed a housing energy assessment for the 'Namgis First Nation and have applied for project funding for 2021 to assist with high rates of electricity and low satisfaction of current heating.*
 - *Current Projects include:*
 - *Assisting RDMW residents with accessing CleanBC Rebate Support, which including guidance and support for navigating the program for over 60 residents. This is ongoing.*
 - *Coordination of a group home energy assessment.*
 - *Setting up RDMW group-based rebate incentives*
- *Ecotrust funding is provided in part by FCM Financing Study and Pilot installations*
- *Clean BC Rebate Coordination will be carried over into the summer of 2021.*
- *First Nation Retrofit Projects: Awaiting confirmation on over \$1,000,000 in various grant applications.*
- *Have been successful in attaining \$80,000 in funding for a complete energy efficiency financing study, with the potential outcome to provide direction to pursue broad retrofit programs in the region.*
- *FCM Pilot Installation Program: there is an application pending for resource commitment, and would provide additional rebates for residents, a portion of which would be funded by FCM for matching funds (80%). Funding would also be needed from*

the Regional District. There is approximately \$26,000 in the CARIP reserve that could be available. Gas tax funds are not eligible to be used for this purpose.

- *It was noted that while some installs are being done from outside contractors, capacity for local installations has been building on the North Island*

Moved/Seconded/**CARRIED**

031/2021 THAT the 2021 Memorandum of Understanding be signed with Eco-Trust Canada.

C. MINUTES

Moved/Seconded/**CARRIED**

032/2021 THAT the Minutes of the Board of Directors Meeting held February 16, 2021 be adopted as presented.

Moved/Seconded/**CARRIED**

033/2021 THAT the summary of the Financial Committee held February 16, 2021 be adopted as presented.

Moved/Seconded/**CARRIED**

034/2021 THAT the summary of the Financial Committee held on March 2, 2021 be adopted as presented.

Moved/Seconded/**CARRIED**

035/2021 THAT the Cheque Register report dated February 28, 2021 be received and filed.

D. STAFF REPORTS

1. Administrator Reports:

- a) Administration Report (March 10, 2021) *also noted:*

Moved/Seconded/**CARRIED**

036/2021 THAT the March 10, 2021 Administrator's Report be received and filed.

- a) Travel Report – *No Travel (Due to COVID-19 Travel Restrictions)*

2. a) Manager of Economic Development (March 8, 2021) *also noted:*

- *There has been no funding increase from last year for the Invasives Species Program. The subsidy that Strategic was able to get for work last year is not available this year, so the program will lose a week of "on the ground" time. If additional funding was provided, it would have to be in conjunction with discussion with Strategic Natural Resources to ascertain how to best to use them.*
- *Mayor Wickstrom noted that perhaps the Regional District Board should consider making an appeal to the appropriate ministry for possible additional funding that would provide much needed employment and to provide the ability to increase eradication efforts of the invasive weed problem on the North Island.*

Moved/Seconded/**CARRIED**

037/2020 THAT a contract be issued to Strategic Natural Resource Consultants not to exceed \$35,000 to manage the 2021 Invasive Weed Treatment Program.

Moved/Seconded/**CARRIED**

038/2021 THAT the March 8, 2021 Manager of Economic Development Report be received and filed.

b) Tourism Coordinator Report (March 9, 2021). *Presented by Natalie Stewart*

Moved/Seconded/**CARRIED**

039/2021 THAT the March 9, 2021 Tourism Coordinator Report be received and filed.

3. Manager of Operations (March 9, 2021)

Manager of Operations – Special Report: Tervita Corporation (March 9, 2021) *also noted:*

- *Review of what constitutes “contaminated soils” and the current relationship between 7 Mile Landfill and Tervita Corporation, including how having the contaminated soils fills a requirement for the bio-cover needed at 7 Mile. In addition, instead of the Regional District having to purchase soils for the bio-cover, the Regional District receives not only the soil, but also revenue for taking the contaminated soil.*
- *The excess soil at Orca Sand & Gravel is not suitable as a liner as it is too porous.*
- *Currently, the internal receipt of contaminated soils not from Tervita is miniscule.*
- *The cost per annum to Tervita is currently nil, provided that there are no soils generated. If there is soil to be brought to 7 Mile, Tervita pays a dumping fee of \$20.00/ton.*

Moved/Seconded/**CARRIED**

040/2021 THAT the agreement with Tervita Corporation to be the sole source of contaminated soils entering the 7 Mile Landfill and provide professional guidance for the period of January 1st, 2021 to December 31, 2025, be renewed.

Moved/Seconded/**CARRIED**

041/2021 THAT the March 9, 2021 Manager of Operations report be received and filed.

4. Manager of Planning and Development Services (March 10, 2021) per Greg Fletcher

Moved/Seconded/**CARRIED**

042/2021 THAT the March 10, 2021 Manager of Planning and Development Services report be received and filed.

E. FINANCIAL REPORTS

a) Finance Report from the Treasurer (March 8, 2021)

Moved/Seconded/**CARRIED**

043/2021 THAT the March 8, 2021 Treasurer Report be received and filed.

b) Single Source Report (February 28, 2021)

Moved/Seconded/**CARRIED**

044/2021 THAT the February 28, 2021 Single Source Report be approved.

F. COMMITTEE REPORTS - (Brought forth from earlier Committee Meetings): None.

G. BYLAWS AND PERMITS

1. Bylaw No. 988 cited as “Regional District of Mount Waddington 2021-2025 Five Year Financial Plan” for 1st, 2nd and 3rd readings.

045/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 988 cited as "Regional District of Mount Waddington 2021-2025 Five Year Financial Plan" be given 1st, 2nd and 3rd readings.

1. Bylaw No. 988 to be adopted.

046/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 988 be adopted.

2. Bylaw No. 989 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Garbage Collection Regulations and Rates Bylaw No. 732, 2006 for 1st, 2nd and 3rd readings.

047/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 989 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Garbage Collection Regulations and Rates Bylaw No. 732, 2006 be given 1st, 2nd and 3rd readings.

3. Bylaw No. 989 to be adopted.

048/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 989 be adopted.

4. Bylaw No. 990 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Specified Area Water Regulations and Rates Bylaw No. 164, 1983 for 1st, 2nd and 3rd readings.

049/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 990 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Water Regulations and Rates Bylaw No. 164, 1983 be given 1st, 2nd and 3rd readings.

5. Bylaw No. 990 to be adopted.

050/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 990 be adopted.

6. Bylaw No. 991 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Specified Area Sewer Regulations and Rates Bylaw No. 168, 1983 for 1st, 2nd and 3rd readings.

051/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 991 cited as "A Bylaw to Amend Regional District of Mount Waddington Coal Harbour Sewer Regulations and Rates Bylaw No. 168, 1983 be given 1st, 2nd and 3rd readings.

7. Bylaw No. 991 for adoption.

052/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 991 be adopted.

8. Bylaw No. 992 cited as "A Bylaw to Amend Regional District of Mount Waddington Malcolm Island Solid Waste Service Rates and Regulations Bylaw No. 812, 2011 for 1st, 2nd and 3rd readings.

053/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 992 cited as "A Bylaw to Amend Regional District of Mount Waddington Malcolm Island Solid Waste Service Rates and Regulations Bylaw No. 812, 2011 be given 1st, 2nd and 3rd readings.

9. Bylaw No. 992 for adoption.

054/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 992 be adopted.

10. Bylaw No. 993 cited as "A Bylaw to Amend Regional District of Mount Waddington Woss Water System Regulations and Rates Bylaw No. 847, 2013 for 1st, 2nd and 3rd readings.

055/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 993 cited as "A Bylaw to Amend Regional District of Mount Waddington Woss Water System Regulations and Rates Bylaw No. 847, 2013 be given 1st, 2nd and 3rd readings.

11. Bylaw No. 993 for adoption.

056/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 993 be adopted.

12. Bylaw No. 994 cited as "A Bylaw to Amend Regional District of Mount Waddington Woss Sewer System Regulations and Rates Bylaw No. 835, 2012 for 1st, 2nd and 3rd readings.

057/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 994 cited as "A Bylaw to Amend Regional District of Mount Waddington Woss Sewer System Regulations and Rates Bylaw No. 835, 2012 be given 1st, 2nd and 3rd readings.

13. Bylaw No. 994 for adoption.

058/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 994 be adopted.

H. CORRESPONDENCE – None

I. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

1. Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- *Approached by a local developer to discuss the possibility of erecting multi family residential living accommodations, including specialized senior and accessibility living accommodations with appropriate parking for same.*

Area "B" - Coal Harbour / Quatsino / Winter Harbour

- *Lots of residential construction ongoing*
- *Update from Western re: clean up and road deactivation.*

Area "C" - Hyde Creek / Rupert

- *All is well.*

Area "D"- Nimpkish Valley / Woss

- *Further to Pat English's report, locomotive 303 is coming in, and a shout out to Chris Green for the fantastic landscaping done at the heritage park area and the new library.*

2. Municipal Updates:

Village of Alert Bay

- *Still working on Bylaws; Village office audit to start next week.*
- *Engineer to come up to look at 8 new sites to go into campground and to assist with engineering issues on Laurel Street.*
- *A vessel sunk last week, the Coast Guard arrived and removed the sunken vessel promptly.*

Village of Port Alice

- *Working on OCP*
- *Formulating a virtual display of the history of Port Alice for forthcoming tourism attraction.*

District of Port Hardy

- *Still awaiting to hear back on grant applications.*
- *New recreation director has added more programs at the pool and fitness centre.*
- *BC Salmon Farmers Association is in discussion with the Province re: the timing closure of the salmon farms, training for displaced workers and potential economic impact.*
- *Please be aware the ICET still has monies available for grants for 2021, including COVID funding in the amount of \$70,000 per community.*
- *AVICC area (16 signatories) sent a letter to Minister Josie Osborne re: fire emergency equipment upgrade funding.*
- *126 tonnes of waste removed from the beaches on the North I. were landfilled in 2020, there are concerns that a large portion of this could have been recycled.*
- *AVICC has put out an election to the Board notification – there are 3 spots open for municipal seats and 1 spot open for an Electoral Area seat. This closes on March 26, so please be aware of the timeline.*

Town of Port McNeill

- *The Wildfire Mitigation Plan has been completed and just waiting to be adopted.*
- *Active Transportation plan is currently under review.*
- *OCP is on hold until an in person public consultation process review can be completed.*
- *The Harbour Committee brought forward a proposal for the Harbour parking lot to improve services, beautification, and parking, to include things like recycling. Consultation happening with Roger Brooks. Stay tuned for a marked difference in the look of our community, in the business sectors in the next couple of months.*
- *An RFP for clinic space has been launched on BC Bid by Vancouver Island Health Authority. This is open for 30 days only, starting March 12, 2021. This would be for an Island Health Authority staffed and managed clinic space.*

Questions/Comments - None

Next Meetings of the Board of Directors: Regular Meeting: April 20, 2021 at 2:00 pm

059/2021

J. ADJOURNMENT

TIME 3:54 PM

CHAIR

SECRETARY

DRAFT



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: April 2021 Administration Report
DATE: April 14, 2021

Transit – Given the continued COVID restrictions, ridership for both Transit and the VTN is still down about 25% from our usual ridership levels; Transit revenue is down 30% from normal years. The annual operating agreement with BC Transit may be available prior to the Board meeting. If it is received prior to April 16th it will be pre-circulated for ratification.

Emergency Planning – North Island Community-wide vaccination are now in full swing. Woss was completed on March 25th with about 80% community participation, Malcolm Island had 5 days of clinics ending on April 9th, with about 550 people vaccinated (~70-80% of estimated eligible people). REPC Cathy Denham has been helping coordinate volunteers for the community wide clinics with Island Health and local community ESS teams. Sointula had 18 volunteers working in shift over the vaccination period and helped make it a well-received community event. This volunteer involvement has provided an opportunity for local Emergency Social Services (ESS) teams to gain valuable experience and to gain potential new members. A NIREPC meeting will be held at Port Hardy on April 29th.

Parks – As per the Board's direction from 2019, plans are underway to start the camping season for the May long weekend. Major repairs were made to the Link River dock landing and some of the campsites. At Bere Point, some sites are getting a lift of gravel to fill low spots and the road is also being re-graveled and graded. There is significant demand in our reservation system for spots at both locations...we've saved 5 campsites at each location for drop-ins. Given the continued need for COVID measures, it is recommended that the 2020 caretakers be offered contracts to provide the service in 2021.

Recommendation:

That a contract be approved for Sue Hamilton to provide caretaker services for the Bere Point Regional Campsite from May 21 to September 24, 2021.

Unfortunately, the 2020 Link River caretaker was unable to return for 2021 so the position has been posted and hopefully the successful candidate can be ratified at the May Board meeting.

Mount Cain had one of their best years ever, despite all the challenges posed by COVID. They had plenty of snow to stay open for the 2 week spring March break and were also able to open for the 4 day Easter weekend. They finally closed for the season on April 10th.

Community Newsletters – Community newsletters and utility bills were sent out to residents in Malcolm Island, Hyde Creek, Woss, Coal Harbour. Thanks to all staff who helped get these together and particularly to Nadine Weldon who coordinated the process.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON ECONOMIC DEVELOPMENT DEPARTMENT MONTHLY REPORT

TO: Board of Directors

FILE: 315.03

DATE: April 12, 2021

FROM: Pat English, Manager of Economic Development

SUBJECT: Monthly Economic Development Department Report

During the past month, I have undertaken the following economic development activities:

- I coordinated an initiative to bring students from the Fundamentals of Forestry program to assist with the development of a new trail through the Nimpkish Valley Heritage Park that will connect the Heritage displays with the community trail system. This project provides the students with hands on experience of working in a forest environment and offers an opportunity.
- The Operations Assistant has been very busy supervising students from the Fundamentals of Forestry Program to landscape the Hornsby site. I am also working with North Island College and their Carpentry Fundamentals program to complete the landscaping with several picnic tables and benches. Copies of the information posters have been shared with members of the CHLCC for review and comment and I expect to have the final designs installed by the end of May.
- I met with the VINTAS Executive Committee to review the draft Rural Resident Attraction Program (RRAP). This initiative will draw together several elements that I have been pursuing during the past year including the ongoing Fundamentals of Forestry program, the Home-Based Knowledge Worker study, and our proposed Ambassador program to target the attraction of new residents and workers to the region. Part of the RRAP initiative will include the development, in association with MWHN and Island Health, of an integrated attraction campaign for health sector workers.
- I prepared a revised Rural Tourism Action Grant program for the Electoral Area and Port Alice Committee that recognises the expected increase in revenue following the adoption of a proposed increase of the Municipal and Rural District Tax from 2% to 3%. Subject to approval of stakeholders and provincial authorities and adoption of the associated bylaw amendments, the new tax rate will come into effect in July 2022. The recommendation of the Committee is included in the Committee report.

Respectfully submitted,

Manager of Economic Development



April 12, 2021

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

Vancouver Island North Tourism Report; March to April, 2021

Upcoming and in-progress activities:

Marketing

- Marketing initiatives continue to be paused. Monitoring daily for reports and updates from the Provincial Government.
- Buy Now Campaign – Planning to launch in early May with clear messaging around **Buy Now Visit Later**.
- Meet the Stakeholder series continues to run on VINT social media channels.
- Symphony Tourism Services - Reports are now available and can be shared upon request. – See Executive Summary Attached.
- The first Speed Networking Event took place on Monday, April 12th with approximately 23 people attending. The next event is scheduled for May 3rd and will look to include more campgrounds and accommodations.

MRDT Renewal Update

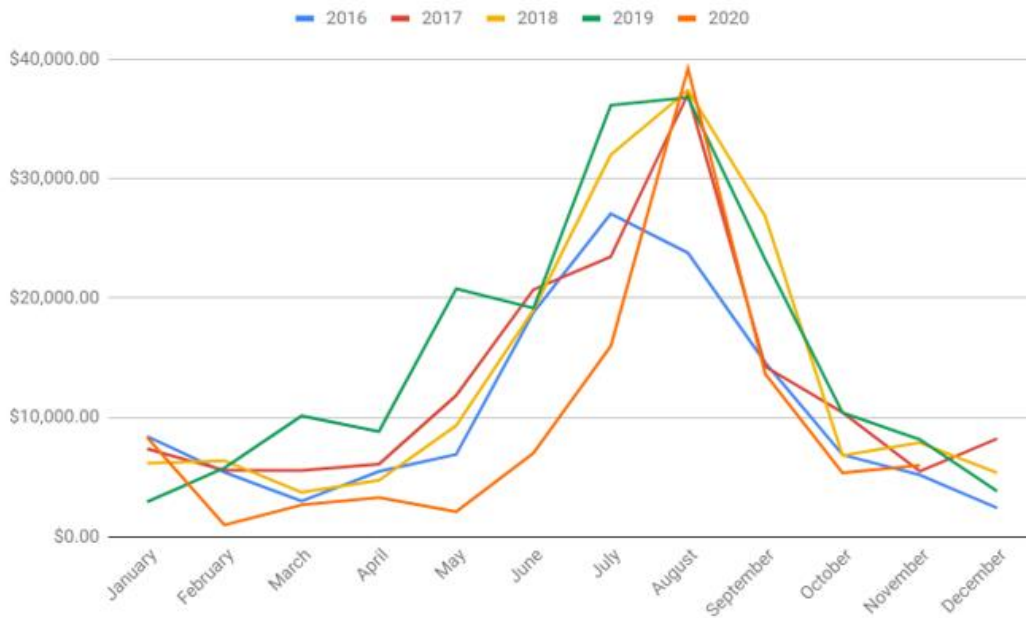
- MRDT Renewal still in progress. One-to-One meetings are taking place during the week of April 12-16
- If there is anyone interested in a one-to-one meeting that has not yet been contacted, or please contact me at natalie@vanouverislandnorth.ca or 250-209-2454

Vancouver Island North Tourism Advisory Committee

- The next meeting of the Advisory Committee will be May 5th, 2021
The Agenda includes:
 - Finance Review
 - MRDT 2020 Revenue & Year over Year Comparison
 - Marketing Update
 - 2021 Revised Budget (to include DBC Co-op top up, carry-over and CAF funding)
 - VINTAC 2021 Membership – Welcome new member Dorothy Hunt and the status of the vacant mid-term strategic position
 - Community Partner/Organization Updates

MRDT Revenue by Month:

The Vancouver Island North Tourism project receives 80% of MRDT revenue collected from designated recipients in the Vancouver Island North Region (Port McNeill, Alert Bay, RDMW Rural Areas & Port Alice), with the exception of Port Hardy, from whom the project receives 53.33%. The District of Port Hardy continues to remit 80% of the original 2% MRDT and retains the full allocation of the additional revenues when the MRDT increased to 3%. All MRDT collecting communities on the North Island are planning to move towards a collection rate of 3%.



March	2019: \$10,121	2020: \$2,669
April	2019: \$8,809	2020: \$3,273
May	2019: \$20,770	2020: \$2,100
June	2019: \$19,143	2020: \$7,011
July	2019: \$36,127	2020: \$15,958
August	2019: \$36,772	2020: \$39,195
Sept.	2019: \$23,188	2020: \$13,615
October	2019: \$10,381	2020: \$5,348
Nov.	2019: \$8,138	2020: \$5,976
Dec.	2019: \$3,819	2020: \$3,844 (does not include Dec. collection for A.B.)

Respectfully submitted,

Natalie Stewart

Natalie Stewart
 Tourism Coordinator, Vancouver Island North
 250-209-2454 | natalie@vancouverislandnorth.ca

VANCOUVER ISLAND NORTH

MOBILESCAPES RESEARCH INSIGHTS VISITOR ANALYSIS



Understand your Visitors



Identify Top Markets



Execute your Strategy



SYMPHONY
TOURISM
SERVICES
INSPIRED NAVIGATION

March 2021

Research Objectives:

- To understand visitors to Vancouver Island North communities of Port Hardy, Port McNeill, Alert Bay and the Regional District.
- To determine: Where are they coming from? What are they like? What are their interests? Where do they get their information? And where are more of them that we can market to?

Methodology:

- Geo-fenced locations within each of the four communities in the MobileScapes platform from Environics Analytics (leading North American data analytics company).
- Captured a sample of mobile devices that passed through each geo-fence during 2019 and 2020 for comparative data.
- MobileScapes is an anonymized, permission-based data service, which uses data collected from location-enabled mobile devices.

Results - Each Community Now Has:

- Visitor Origins by province and top cities from BC & Alberta 2019 & 2020
- Visitor Profiles - summaries of current visitor from BC & AB
- Top PRIZM and EQ Market Segments for 2019 & 2020 from BC & AB
 - PRIZM clusters are profiles based on postal codes. EQ segments are Destination Canada traveller types. We know the percentage and characteristics of those visiting each community for each time frame.
- Detailed profiles for each visitor and market segment
 - Demographics (Avg household size, maintainer age, level of income)
 - Psychographics (social values, motivations, beliefs)
 - Activity interests (participation rates in camping, swimming, kayaking, etc.)
 - Media habits (traditional and social media usage by channel)... and more
- Potential Growth Markets - where others from top segments live, to target in future

NORTHERN VANCOUVER ISLAND VISITOR SUMMARY

BRITISH COLUMBIA (80-90% OF VISITORS) & ALBERTA (5-10% OF VISITORS)

WHO ARE THEY?

The BC Northern Vancouver Island Visitor Profile is made up of Older, middle-income empty nesters (55+) and younger-middle-aged families. They enjoy participating in outdoor activities such as camping, hiking and fishing as well as having an interest in learning about cultures.

- Scenic Retirement and Country & Western were the top PRIZM segments across the analyses.
- Rejuvenators, Gentle Explorers and Authentic Experiencers were the top EQ types.

The Alberta profile of the Northern Vancouver Island visitor is made up of younger -middle-aged (45 years old and younger) wealthy families who tend to use nature as a means to escape their everyday lives. They enjoy family-friendly activities such as RV/Camping, outdoor sports, boating and group activities. It also includes middle-aged/mature (50 years old and older) mid-income singles and couples who enjoy Swimming, Hiking, Golfing and also appreciate culture based activities.

WHERE DID THEY COME FROM?

BC visitation from the North Island was strong, and Campbell River, Nanaimo, Courtenay and Vancouver ranked within the top 7 locations across the multiple queries.

Alberta visitation was strongest from Calgary and Edmonton with additional visitors from Wood Buffalo, Strathcona County and Red Deer.

WHAT DO THEY LIKE?

- Mix of Income levels, with older empty nesters having higher incomes, younger families with lower incomes. Albertans with higher incomes as compared to average AB resident
- BC visitors 24% above average compared to BC to NOT have Children at home. 43% of the households are couples. Alberta visitors over 30% have children at home.
- Top Social Values (motivations): Attraction to Nature and Need for Escape
- Above Average Interest in: Visiting Parks/Gardens, Visiting National/Provincial Parks, Photography, Canoeing/Kayaking, Fishing/Hunting, Cross Country Skiing/Snowshoeing, Golf, Visiting Historical Sites
- 14hrs/week listening to the Radio, 22hrs/week watching TV, 1hr/week reading the Newspaper and 3.4hrs/day on the Internet. Daily Magazine usage is minimal (10min/day)

Attraction to Nature

"How close people want to be to nature, whether to recharge their spiritual batteries or to enjoy a simpler, healthier or more authentic way of life"

Need for Escape

"The desire to regularly escape the stress and responsibilities of everyday life"

WHERE TO FIND MORE OF THEM

- | | |
|-------------------|---------------------|
| • North Vancouver | • Calgary |
| • Surrey | • Edmonton |
| • Saanich | • Strathcona County |
| • Langley | • Airdrie |
| • Coquitlam | • Red Deer |
| • Abbotsford | • St. Albert |
| • Prince George | • Wood Buffalo |
| • North Cowichan | • Grande Prairie |
| • Parksville | • Rocky View County |
| • Nanaimo | • Spruce Grove |



REGIONAL DISTRICT OF MOUNT WADDINGTON

OPERATIONS DEPARTMENT

MONTHLY REPORT

TO: Board of Directors **FILE:** 315.04 **DATE:** April 13, 2021
FROM: Patrick Donaghy, Manager of Operations
SUBJECT: April 2021 Operations Report

Brandon Kreager in his role of Planning and Operations Assistant has been working on the following initiatives:

- Continues the implementation of an update to the 7 Mile Landfill Health and Safety Program
- Is working on the Hornsby Crawler Historic Site Development
- Overseeing the application to expand the 7 Mile Landfill and Recycling Center's land tenure
- Being the Regional District lead on tsunami monitoring initiatives

The street light consultation process has been launched for Sointula, Coal Harbour, Winter Harbour, Woss and Nimpkish Heights. Staff are still seeking information from BC Hydro of where LED lights have already been installed to provide on the ground examples for the public to assess. There is the potential that the deadline for complete questionnaires could be extended to mid May.

The Manager of Operations has been working at establishing or renewing existing contracts with service providers in some of the unincorporated communities. The contracts being negotiated are in the circulation packages and in one case are still under discussion at the time that this report is being written.

The contract that the Regional District renewed with Ed Noble for running the Woss Recycling Depot needs to be transferred to Patrick Rocheleau for identical terms as the existing contract starting May 1st, 2021. Patrick has been working closely with Ed Noble for the past couple of years and is fully capable of taking over the responsibilities. Therefore it is recommended that the Board pass the following motion:

That Patrick Rocheleau be contracted for the role of operator of the Woss Recycling Depot/Transfer Station for the term of May 1, 2021 to December 31, 2025 for a base rate of \$653.26/month, with an hourly rate of \$21.77 for extra operator services outside of the contract .

Negotiations are current underway with a Kaity Woodworth to take on the role of wharfinger of the Bergh Cove Public Wharf and the Quatsino Recycling Depot attendant. The latest draft of the proposed contract has been added to the circulation package and it is hoped that by Board day all details will be confirmed for the Board's review and hoped for approval.

Being Spring, a number of communities are having either *community cleanups* or *public land cleanups*. In both instances, staff are engaging in providing guidance as to proper waste management. In the case of *community cleanups* where householders can clear out unwanted materials on their property to a central drop off spot, tipping fees are charged and it is critical to the success of the event that waste diversion be followed to avoid having tipping fees doubled due to controlled materials. *Public land cleanups*, such as the ones being done by the Port McNeill Rotary Club have the tipping fees waived conditional to proper waste diversion and that the waste only comes from dumped items on public lands. There cannot be materials generated by households doing spring cleaning on their properties. If this were to occur, the rules for a community cleanup would apply with the resulting tipping fees for all loads. Currently staff are working closely with the Gwa'sala-'Nakwaxda'xw and the Kwakiutl First Nations in their community cleanup efforts.

Kudos once again should be given to the Port Hardy Fire Service and its leadership for another excellent training weekend on April 10/11. Brent, Gavin and Adam carried out a COVID-19 secure event which benefitted Port Hardy, Hyde Creek and likely other VFD members who attended. The “Live Fire” experience was diligently delivered and provided invaluable experience for all those who attended.

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

Respectfully submitted

Patrick Donaghy PEng, MSc



THE REGIONAL DISTRICT OF MOUNT WADDINGTON MANAGEMENT REPORT

TO: Board of Directors
FROM: Rose Liu, Treasurer
Date: April 13, 2021

1. New Recruitment

We have filled the Finance Clerk position in the Finance department. The successful candidate's experience comes from working at forestry industry and graduated from local university/college with two diplomas.

2. 2021 Utility Billing

We have mailed out 2021 utility billing and the newsletters at the end of March 2021. Users have started to make payments.

3. 2021 Tax Levy and Recalculation of 2020 Requisitions

Neucel Specialty Cellulose's bankruptcy has significantly reduced the Village of Port Alice's assessed value and affected the 2020 roll. In compliance with *Local Government Act*, we have recalculated the 2020 apportionment of requisitions. As a result, Port Alice's 2020 requisition is reduced by \$71,327 and this amount is reallocated to other municipalities and electoral areas as follows:

	Port Hardy	Alert Bay	Port McNeill	Area A	Area B	Area C	Area D	Total
Tax Levy based on Revised Roll	434,626	43,001	446,840	224,558	376,513	334,105	672,654	2,658,044
Tax Levy based on Final Roll	450,409	44,613	459,322	231,873	386,820	342,057	688,530	2,658,044
Tax Increase \$	15,783	1,612	12,482	7,315	10,307	7,952	15,876	71,327

Respectively submitted,

Rose Liu, Treasurer



REGIONAL DISTRICT OF MOUNT WADDINGTON

SINGLE SOURCE AWARDS

TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Stephanie Manke, Finance Clerk

DATE: 31-Mar-21

Policy 2.2.2 Purchasing and Authorization Policy requires that instances where there has been a single source procurement above \$1000 or the lowest quote has not been accepted, the reason shall be reported to the Board for information. Local preference policies or most value criteria may override accepting the lowest bid.

Single Source Procurments

DATE	CHEQUE #	PAYEE	AMOUNT	DESCRIPTION	SERVICE
15-Mar-21	3512	STRYKER ELECTRONICS LTD.	18,016.50	Ductless System/Parts	CH Fire
31-Mar-21	3539	AWC WATER SOLUTIONS LTD	3,150.00	QRP signoff on upgrade	CH Sewer
17-Mar-21	3518	MODERN OUTPOST ENTERPRISES LTD.	13,447.19	Battery Backup	CH Sewer
17-Mar-21	3516	HACH SALES AND SERVICE	12,862.22	Equipment	CH Water
16-Mar-21	3515	BELLAMY, SANDRA N	1,250.00	VINTAS rental 2.5 months	EC Dev
23-Mar-21	3529	EINARSON, BRENDA	4,200.00	Woss Rent 3 months	EC Dev
23-Mar-21	3530	EISSFELDT, TERENCE	4,698.00	Woss Rent 3 months	EC Dev
22-Mar-21	3526	RICE CREEK RV PARK LIMITED	5,016.10	Student Housing	EC Dev
31-Mar-21	3549	WILLIAMS, TRACY	1,224.00	Woss Housing	EC Dev
05-Mar-21	3480	WOSS RESIDENTS ASSOCIATION	2,600.00	Secretarial/Office Rent	EC Dev
17-Mar-21	3521	THOMAS DISHLEVOY ARCHITECTURE LIMITED	2,625.00	Boardroom Addition	GGA
24-Mar-21	3538	WFR WHOLESALE FIRE & RESCUE	1,358.52	Hose	HC Fire
05-Mar-21	3463	CAB INDUSTRIAL AUTOMOTIVE	1,838.91	Vehicle maintenance	Parks
05-Mar-21	3470	KAL TIRE	1,486.73	Mechanical parts/Labour	Parks
31-Mar-21	3545	MERRYTRAIL CONTRACTING LTD.	3,597.83	Link River Upgrades	Parks
05-Mar-21	3481	YASTECH DEVELOPMENTS INC.	1,001.54	Campground Booking	Parks
31-Mar-21	3548	WAYPOINT INSURANCE	1,081.00	A.Barnett Liability	Sointula Sewer
10-Mar-21	3494	COMOX PACIFIC EXPRESS LTD	1,236.31	Recycle cardboard freight	SW Landfill
31-Mar-21	3544	HENLORS EXPLORATION AND MECHANICA	1,870.07	Aerator Maintenance	SW Landfill
10-Mar-21	3496	ISLAND BUSINESS PRINT GROUP LTD.	1,226.40	Weigh Tickets	SW Landfill