



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

January 18, 2022 at 2:00pm
Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

Zoom Meeting Invitation:

<https://us02web.zoom.us/j/81104457779?pwd=MmNOMGc0NkttVU5FblhtSzZzMlAwZz09>

Page(s) **CALL TO ORDER**

A. APPROVAL OF AGENDA

- 1-2 1. Adopt January 18, 2022 RDMW Board of Directors Meeting Agenda as Presented (Or amended)

B. DELEGATIONS & RECOGNITIONS

1. *North Island Copper and Gold – Michelle Tanguay*

C. MINUTES

- 3-9 1. Minutes of the Board of Directors Meetings held December 21, 2021 as Presented (Or amended)

Available
for
Review
Available
for
Review

2. Town of Port McNeill Special Council Meetings – November 30, December 7, 2021;
3. Cheque Register Report (December 31, 2021)

D. STAFF REPORTS

- 10 1. a) Administrator (January , 2022)
b) Travel Report – *NO TRAVEL THIS MONTH (Due to COVID-19 Travel Restrictions)*
- 11 2. a) Manager of Economic Development (January 11, 2022)
- 12 b) Rural Resident Attraction Coordinator Report (January 11, 2022)
- 13-14 c) Tourism Coordinator Report (January 11, 2022)
- 15 3. Manager of Operations (January 12, 2022)

Recommendation:

THAT the Regional District of Mount Waddington Board supports the application to the Canada Infrastructure Program – Green Infrastructure-Environmental Quality (EQ) Program for works at 7 Mile Landfill titled “7 Mile Landfill Green Infrastructure Project” and that the Regional District’s contribution to the funding come from the existing solid waste reserves.

- 16 4. Manager of Planning and Development Services (January 12, 2022)

E. FINANCIAL REPORTS

- 17 a) Treasurer (January 12, 2022)
- 18 b) Single Source Report (December 31, 2021)

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

H. BYLAWS AND PERMITS - None

I. CORRESPONDENCE - None

J. 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: February 15, 2022

J. ADJOURNMENT



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS

MEETING MINUTES

December 21, 2021 at 2:00pm

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

Chair: In Person: Andrew Hory
Directors: In Person: Sandra Daniels, Lianne Granger, Rod Sherrell
Zoom: Kevin Cameron, Pat Corbett-Labatt, Janet Dorward, James Furney, Gaby Wickstrom

Staff: In person: Greg Fletcher, Administrator; Patrick Donaghy, Operations Manager; Pat English, Manager of Economic Development.
Zoom: Gerry Little, Arena Manager; Nadine Weldon, Recording Secretary; Natalie Stewart, Tourism Coordinator; Megan Hanacek, Rural Resident Attraction Coordinator

Media: Zoom:
Public: Zoom: John Tidbury

Resolution No.

CALL TO ORDER

2:05 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**

211/2021

THAT the RDMW Board of Directors November 16, 2021 Meeting Agenda be approved.

B. DELEGATIONS & RECOGNITIONS

1. *7 Hills Golf and Country Club – Scott Mitchell and Dale Dorward*
 - *Scott reviewed the current membership of the 7 Hills Golf and Country Club*
 - *Good year for the club which included the hiring of a new pro/manager for the club – Doug Petrie*
 - *Facility use increased quite substantially despite COVID restrictions; this is shown on the financial summary that was distributed to the Board earlier.*
 - *Noted that there are some outstanding expenses not shown on the Financial Statements of approximately \$25,000*
 - *Membership has grown to 140 members, and nearly double from five years ago.*
 - *Walk up greens fees increased by 20% this year*
 - *Able to hold 3 small tournaments in 2021, the annual Loggers Golf tournament was the largest with over 160 people attending.*
 - *Working with Gwa'sala-'Nakwaxda'xw Nation, were able to hold an 8 week youth golf camp. Had up to 15 youth participating.*
 - *A complete remediation of #9 Fairway repair was done via volunteer time, money and expertise. This did mean that it was unavailable for the season, got around this by creating a temporary green. This was approximately a \$13,000 project inclusive of expenses, labour and donations in kind. There was no cost to the club.*
 - *Irrigation project, funded in part from a RDMW gas tax grant, was completed.*
 - *Western Forest Products continues to support the Club, including a 5 year extension for land use, and a verbal confirmation that the club would have use of*

the private land indefinitely

- *The 2021 grant-in-aid was used to make upgrades the aging equipment fleet, including 2 new gas power carts for the rental fleet (there are now 10 units, which are a great source of revenue). Also purchased a fairway mower, and a near new 4x4 work vehicle. To ensure that capital grants are used effectively, the equipment that was purchased is being financed over a few years, allowing club to purchase newer equipment and giving the crew the ability to be much more efficient. Lease payment for the current 2 pieces of equipment purchased comes to \$1,700/month. The Club is looking to purchase 2 more additional pieces of equipment (rough mower and greens mower less than five years in age) which would be an additional \$1,700/month, this would require the full amount of the Grant-In-Aid to allow this happen.*
- *The wet weather has been a challenge, including affecting the amount of time the driving range could be open for the year, and creating a definite issue with the drainage, as well as some seasonal issues with ground water. Had a well driller up last week to review the system to determine where possible issues may be and repairs that are required.*
- *Thank you to the Regional District for the continued annual support and hoping that \$40,000 will again be available in 2022.*
- *Ultimately, the Club wants to ensure that they maintain a quality facility that is available to everyone on the North Island.*
- *The pro-shop sales have increased in previous years, but numbers are not really reflected in 2021 as there was a large increase in inventory to ensure that they are ready for 2022.*

Chair Hory thanked the delegation and noted the Board is looking forward to seeing how they Club does in 2022.

2. Mount Cain Alpine Park Society – Dean Hanchuk

- *Mount Cain is the number 1 youth employer on the North Island, currently have 45 youth under the age of 21. This is a first job for many and provides a great training for their future.*
- *Mt. Cain provides a unique and affordable recreation opportunity for the North Island. This includes outdoor recreation, lodging and school trips for local children.*
- *There has been a huge influx of outdoor recreation, which was due in part to COVID, as this was one of the few places that people could get out.*
- *At this time, Mt. Cain is at 95% capacity, which was facilitated by early snow.*
- *To encourage people to stay longer, a 3-day minimum for lodging rental has been implemented.*
- *Staff housing has been moved, to provide better accommodations for staff, which has allowed for more lodging for guests.*
- *Lift ticket prices were increased in 2020 and will remain the same in 2021.*
- *Have found moderate success with the marketing fund.*
- *The contingency fund is being maintained at approximately \$200,000 for emergencies only.*
- *The ski movie that was shot on Mount Cain was a nice recognition.*
- *Currently working with over 100 volunteers, providing over 10,000 volunteer hours, as well as great local business support.*
- *Mount Cain used a portion of the Grant-In-Aid last year to purchase new communication radios and accessory equipment for staff, along with a tiller, T-bar haul rope and upgrading one of the engines on the lower lift to electrical from a gas.*
- *To assist with COVID tracing, mandatory membership was put into place. This had an unexpected bonus of generating additional revenue*

- The campground saw an upgrade of the bathroom
- The ski hill was open for 45 days last season. This included the sale of 151 season passes; 8900 skier visits.
- Currently scheduled for 61 days in this season, weather dependent.
- The ski resort is currently in the planning stages of a building a new day lodge. It is anticipated that construction will begin the first of May 2022.
- Septic system upgrades are also in the works.
- A summer director will be appointed for 2022, to market summer activities, including hiking and meeting facilities.
- Road equipment and generator upgrades as well as exploring solar energy will be the next priority for the society.
- The Society is seeing challenges from higher fuel costs, COVID and associated volunteer burnout
- The financial report shows a revenue excess of \$256,000, which was up from the previous year where there was a \$96,000 deficit.

Chair Hory thanked the delegation and noted they provide a great service, which the Regional District has been happy to support in the past and will look at again this year.

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| <p>3. 2022 Board Appointment Recommendations:</p> <p>A) 911 Corporation</p> <p>B) AVICC Solid Waste</p> <p>C) Coastal Community Network</p> <p>D) Municipal Insurance Authority</p> <p>E) Municipal Finance Authority</p> <p>F) Vancouver Island North Training & Attraction Society</p> <p>G) Vancouver Island North Tourism Advisory Committee</p> <p>H) Management & Personnel Committee</p>
<p>I) Policy Committee (same membership as H)</p> <p>J) Vancouver Island Climate Leadership Plan Working Group</p> <p>K) Mount Waddington Transportation Advisory Committee</p>
<p>4. 2021 Electoral Area Director Appointment Recommendations</p> <p>L) Vancouver Island Regional Library Board (Rural/EA)</p> <p>M) Island Coastal Economic Trust (ICET)</p> <p>N) Vancouver Island North Woodlands Advisory Group</p> <p>O) Sport Fishing</p> <p>P) Marine Planning Partnership (MaPP)</p> <p>Q) Offshore Pacific Advisory Committee</p> <p>R) Mount Waddington Health Network Steering Committee</p> <p>S) Nimpkish Woodlands Advisory Committee</p> <p>T) Mount Cain Alpine Park Society</p> | <p>Representative/Alternate</p> <p>A. Hory/D.Buchanan</p> <p>D. Buchanan</p> <p>D. Dugas</p> <p>R. Sherrell</p> <p>D.Dugas/A.Hory</p> <p>R.Sherrell</p> <p>J.Furney</p> <p>A.Hory/R.Sherrell/</p> <p>D.Buchanan/D.Dugas/</p> <p>G.Wickstrom</p> <p>A.Hory/R.Sherrell/</p> <p>D.Dugas</p> <p>A.Hory</p> <p>A.Hory/S.Daniels/</p> <p>J.Furney/R.Sherrell/</p> <p>D.Buchanan/J.Tidbury</p> <p>J.Dorward/S.Downey</p>
<p>A.Hory/J.Furney</p> <p>A.Hory/R.Sherrell</p> <p>J.Furney/P.Donaghy</p> <p>J.Furney</p> <p>R.Sherrell</p> <p>A.Hory/R.Sherrell</p> <p>A.Hory</p> <p>R.Sherrell/P.English</p> <p>R.Sherrell</p> |
|---|--|

212/2021

Moved/Seconded/**CARRIED**

THAT the 2022 Board Director appointments be approved as recommended.

C. MINUTES

Moved/Seconded/**CARRIED**
213/2021 THAT the Minutes of the Board of Directors Meeting held November 16, 2021 be adopted as presented.

Moved/Seconded/**CARRIED**
214/2021 That the Correspondence on the table be received and filed.

Moved/Seconded/**CARRIED**
215/2021 THAT the Cheque Registry for November 30, 2021 be received and filed.

D. STAFF REPORTS

1. Administrator Report (December 15, 2021): *Also noted:*

Moved/Seconded/**CARRIED**
216/2021 THAT Marjorie Giroux be re-appointed as Regional Emergency Coordinator for 2022 and that her contract be renewed with a cost-of-living increment applied to her current rate.

Moved/Seconded/**CARRIED**
217/2021 THAT the December 15, 2021 Administrator's Report be received and filed.

2. a) Manager of Economic Development (December 14, 2021) *Also noted:*

The VINTAS AGM will be held on January 5, 2022 at 4:00pm by Zoom.

Moved/Seconded/**CARRIED**
218/2021 THAT an application be made to the Ministry of Advanced education and Skills Training for a grant to deliver a Foundations of Kayak Guiding at North Island College in March 2022.

Moved/Seconded/**CARRIED**
219/2021 THAT the December 14, 2021, Manager of Economic Development Report be received and filed.

a) Rural Resident Attraction Coordinator Report (December 14, 2021) Presented by Megan Hanacek

Moved/Seconded/**CARRIED**
220/2021 THAT a contract be offered to Geoff Heith for contract video work in the value of \$5,000 with a completion date of April 15, 2022.

Moved/Seconded/**CARRIED**
221/2021 THAT the December 14, 2021 Rural Resident Attraction Coordinator Report be received and filed.

c) Tourism Coordinator Report (December 14, 2021). Presented by Pat English.

Moved/Seconded/**CARRIED**
222/2021 THAT the Vancouver Island North Tourism Advisory Committee Business and Marketing plan for 2022 be approved.

Moved/Seconded/**CARRIED**
223/2021 THAT Donna Gault, John Tidbury, Anna Burgess and Riley Zimmerman be appointed to the four strategic positions for the 2022-2023 term.

Moved/Seconded/**CARRIED**
224/2021 THAT the December 14, 2021 Tourism Coordinator Report be received and filed.

3. Manager of Operations (December 15, 2021) *Also noted:*

Moved/Seconded/**CARRIED**

- 225/2021 THAT the Fire Chief Appointments be approved as follows:
- Andrew Hory – Coal Harbour Fire Department
 - Murray Estlin – Hyde Creek Fire Department
 - Tom Trimmer – Sointula Volunteer Fire Department
 - Brock Soderman – Woss Volunteer Fire Department

Moved/Seconded/**CARRIED**

- 226/2021 That the Manager of Operations report be received and filed.

4. Planning and Development Services (December 15, 2021) *Also noted:*

Moved/Seconded/**CARRIED**

- 227/2021 THAT the December 15, 2021 Planning and Development Services report be received and filed.

E. FINANCIAL REPORTS

1. Finance Report (December 15, 2021) Presented by the Administrator. *Also Noted:*

Moved/Seconded/**CARRIED**

- 228/2021 THAT the December 15, 2021 Finance Report be received and filed.

2. Single Source

Moved/Seconded/**CARRIED**

- 229/2021 THAT the November 30, 2021 Single Source Report be received and filed.

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

G. BYLAWS AND PERMITS

1. Bylaw No. 999, Cited as “7-Mile Solid Waste Disposal Amendment Bylaw No. 999, 2021 for 2nd and 3rd readings.

Moved/Seconded/**CARRIED**

- 230/2021 THAT Bylaw No. 999, Cited as “7-Mile Solid Waste Disposal Amendment Bylaw No. 999, 2021 be read a 2nd and 3rd time.

2. Bylaw No. 999, for adoption.

Moved/Seconded/**CARRIED**

- 231/2021 THAT Bylaw No. 999 be adopted.

3. Bylaw No. 1000, 2021 cited as “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1000” for 1st, 2nd and 3rd readings

Moved/Seconded/**CARRIED**

- 232/2021 THAT Bylaw No. 1000 cited as “Regional District of Mount Waddington Parks Regulations” be read a 1st, 2nd and 3rd time.

4. Bylaw No. 1000, 2021 cited as “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1000” for adoption.

233/2021 Moved/Seconded/**CARRIED**
THAT Bylaw No. 1000 be adopted.

H. CORRESPONDENCE –

1. Seven Hills Golf and Country Club request for 2022 be brought forth to the Budget Committee for review.

234/2021 Moved/Seconded/**CARRIED**
THAT the Grant-In-Aid from Seven Hills Golf and Country Club request in the amount of \$40,000 be brought forth to the Budget Committee for consideration.

2. Mount Cain Alpine Park Society Grant-In-Aid request for 2022 be brought forth to the Budget Committee for review.

235/2021 Moved/Seconded/**CARRIED**
THAT the Mount Cain Alpine Park Society Grant-In-Aid request for 2022 in the amount of \$40,000 be brought forth to the Budget Committee for consideration.

I. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Electoral Area Updates:

Area “A” - Broughton / Malcolm Island / Mainland

- *Standing strong*
- *Looking at possible housing solutions*

Area “B” – Coal Harbour / Quatsino / Winter Harbour

- *Bracing for the next PHO orders and subsequent restrictions that will be put in place*

Area “C”- Hyde Creek / Rupert

- *Saturday night parade was organized by Randy Wilson, which was well attended by the local community.*
- *Would like to know if it's necessary to have the LED lights on 24 hours a day at the Hyde Creek Fire Hall.*

Area “D”- Nimpkish Valley / Woss

- *Nothing to report*

2. Municipal Updates:

Village of Alert Bay

- *Community market and light up on Saturday which was well attended.*

Village of Port Alice

- *Cell tower up and running which has been a great update for the community*

District of Port Hardy

- *Working on RFP for pool repairs.*
- *Winter Festival went well.*
- *Booking software has been implemented for Port Hardy Recreation.*
- *Thanks to all the sponsors for the free skates.*

- *There will be some events cancelled due to the new PHO that just came out.*

Town of Port McNeill

- *Municipal dock and ramp upgrades are now complete*
- *Community light up and emergency services parade was past weekend.*
- *Welcomed Marilyn McArthur as new economic development officer.*

Questions/Comments – *K. O'Reilly, NI Eagle. When and where the proposed Kayak Guiding Course would be held?*

Pat English: *The proposal is for the course work to be done at the North Island College Port Hardy Campus and about half the time active instruction on the water. The course would run from March to the 2nd week in June.*

Next Meetings of the Board of Directors: Regular Meeting: January 18, 2022 at 2:00 pm

236/2021

ADOURNMENT TIME 3:45 PM

CHAIR

SECRETARY



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: January, 2022 Administration Report
DATE: January 13, 2022

Transit – The annual ridership number for 2021 was 24,000 passengers which was 17% above 2020, but still lagging 13% behind our last normal year, 2019. Similarly, revenue recovered 21% from 2020 to \$57,480 but was still short 16% from 2019. VTN numbers were down 15% to 311 from 2020 numbers in terms of number of trips but only down 2% to 729 with respect to clients served.

BC Transit announced that the RDMW will be on the list of transit services that will have the “Next ride” service which will enable “customers to see real-time bus locations along routes and what the predicted arrival times are at an identified stop in order to enhance the customer experience and improve transit ridership”.

Emergency Planning – While filling in for Regional Coordinator Marjorie Giroux, Cathy Denham has been very busy keeping pace with the latest COVID updates and with assisting communities with ESS support for people impacted by house fires (Quatsino FN), flooding (Kingcome & Ft. Rupert) and arranging for getting emergency supplies for cut-off west coast communities (including Zeballos). Our regional mutual aid agreements with all our municipalities and First Nations communities expired at the end of 2021 and notices for renewal will be sent out prior to the Board meeting. Our much-postponed regional NIREPC meeting is now tentatively scheduled for February 24th.

Administrators Meeting – A meeting is tentatively scheduled for January 28th to provide an opportunity for CAO’s and economic development officers to better coordinate our limited resources.

Respectfully Submitted,

Greg Fletcher, Administrator



**REGIONAL DISTRICT OF MOUNT WADDINGTON
ECONOMIC DEVELOPMENT DEPARTMENT
MONTHLY REPORT**

TO: Board of Directors

FILE: 315.03

DATE: Jan 11, 2022

FROM: Pat English, Manager of Economic Development

SUBJECT: Monthly Economic Development Department Report

During the several weeks, I have undertaken the following economic development activities:

- I have been working with the program coordinator for the Rural Residence Attraction Program to implement several of the work plan items including the production of a new attraction video, updating the web site, and planning for the next economic development workshop. Additional details of our work are contained in the separate coordinator's report.
- I have been working with the Finance Department staff and others to develop budgets for 2022 for our various programs, including a 2022 knotweed eradication initiative, two Fundamentals of Forestry training programs, and a kayak guiding course in association with NIC.
- The Annual General Meeting for the Vancouver Island Training and Attraction Society was held on January 5 and was very well attended. VINTAS plays a central role in the development and management of several of our program, most noticeably the Fundamentals of Forest Harvesting Practices and the Home-Based Knowledge Worker program. Donna Merry, Executive Director of the Port Hardy campus of NIC was elected as the new Chair of the Society.
- We are working with several community groups to develop proposals that meet the criteria of the new Regional Tourism Action Grant program and expect that the revised guidelines will help enable several exciting projects.
- We are planning to upgrade our website to take advantage of advances in web authoring software and as part of this process I have arranged for several online training sessions for the office administrative staff.

Respectfully submitted,

Manager of Economic Development

2022 January Resident Attraction and Retention Program Report

1) Economic Development Forum- March 3, 2022

(may need to move virtually closer to date based on COVID protocol from Provincial Health Officer)

- a. Agenda materials for face-to-face workshop being developed
- b. Summary of in-depth business survey data from 600+ contacts in RDMW will be featured at session

2) Executive Pulse Data Content Management System

- a. Database updates complete on 600+ businesses in database
- b. Electronic newsletter and resource dissemination planned for January 2022

3) My Vancouver Island North Website and Social Media

(myvancouverislandnorth, #myVIN, #myVancouverIslandNorth)

- a. Events page being built for local RDMW activities. Optimization plugins added this month for website functionality.
- b. Social Media (Instagram and Facebook, relaunched. Instagram has increase of 214% followers in last 7 weeks (47→148). Will be launching ad boosts when video is completed in spring to advertise website/social media.
- c. Video work (Home Based Knowledge Worker). Current storyboarding with Geoff Heith on feature video. Videography work to start late Jan/early Feb. Coordination with Chamber of Commerce video initiatives. Completion date of April 15, 2022

4) Provincial Nominee Program

- a. Already 6 inquiries for data package (one Hong Kong, one Dubai, two Iran, two India). Regular meeting attendance with PNP government staff.
- b. Building PNP section on My Vancouver Island North website for easier material uploads and data sharing. Regular communication with other local participating municipalities

5) VINTAS Committee

- a. Ongoing monthly meetings (and Jan 5 2022 AGM) to coordinate direction and discuss various initiatives

Respectfully submitted
Megan Hanacek

January 11, 2022

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

Vancouver Island North Tourism Report: December 2021 to January 2022
Upcoming and in-progress activities:

Marketing Update

- Self Guided Art Tour
 - Brochure and posters for participating galleries/studios are at the printers
 - Development for the Art Tour Loop for the Trail app has been completed, tested and uploaded for iOS & Android, desktop version to be completed by Jan 14
 - Social ads are being created and final edits to the landing page are being made.
 - Met with BC Arts and Culture Magazine to discuss opportunities to promote the tour in the upcoming publication.
 - Working in collaboration with Susan Moeller, Chair NVIAS on an article for the North Island Eagle to promote the launch of the campaign.

- Sustainability Campaign
 - Landing page is complete including the North Island 'Wild Pledge'
 - A consumer newsletter sign up option has been added to the pledge.
 - Stakeholder toolkit is complete and will be provided to VINT stakeholders prior to launching the campaign.

- Trail App
 - Paid stakeholder PINS have been added to the trail app.
 - Art trail loop is live on the iOS and Android platforms.

- Welcome to Vancouver Island North Signage -
 - Mockups and quotes have been received and reviewed by the VINT signage subcommittee. Further discussions and reviews will take place at the January 19th VINTAC meeting with the entire committee. Approximate timeline for manufacturing and installation once signed off, is 35 working days.

- Organic Social Media
 - Daily posts highlighting the North Island & VINT stakeholders.
 - Followers - Facebook 16,933 | Instagram 26,803 | Twitter 1,922



Vancouver Island North Tourism Advisory Committee

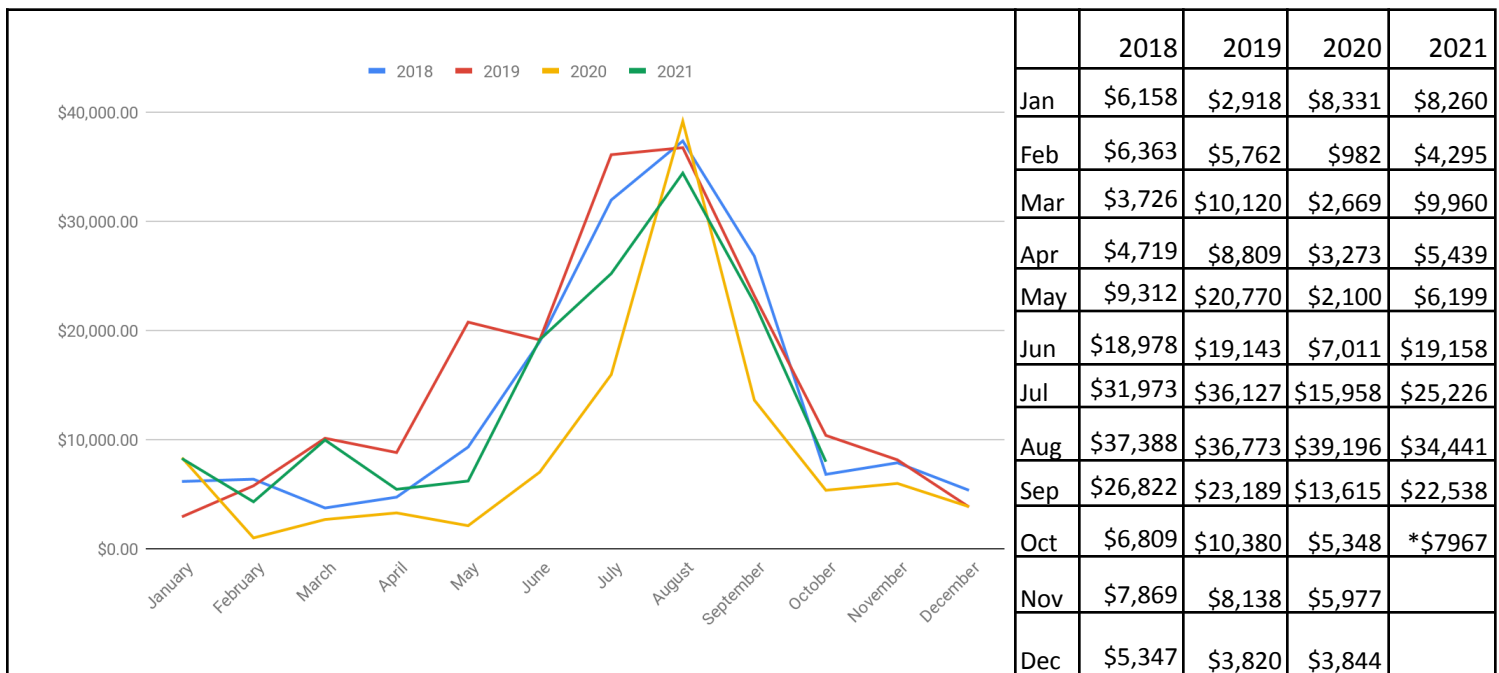
- The next meeting of the Advisory Committee will be January 19, 2022

The Agenda includes:

- Official Chair and Vice chair election
- VINTAC Code of Conduct and Terms of Reference Review
- Financial Review
- Marketing Update
- Welcome signage discussion
- 2022 meeting calendar confirmation
- 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%. All MRDT collecting communities on the North Island have applied to move towards a collection rate of 3% and are planning to retain the additional 1% at the community level. The change in collection rate will begin July 1, 2022. Port Hardy will continue to collect at the 3% tax rate.



*Does not include Alert Bay as their MRDT payment was not recorded at the time of this report.

Respectfully submitted,

Natalie Stewart

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



REGIONAL DISTRICT OF MOUNT WADDINGTON

OPERATIONS DEPARTMENT

MONTHLY REPORT

TO: Board of Directors **FILE:** 315.04 **DATE:** January 12, 2022
FROM: Patrick Donaghy, Manager of Operations
SUBJECT: January 2022 Operations Report

The following report highlights the various initiatives that the Manager of Operations has been focusing on since the December Board meeting.

The Manager of Operations by the time of the January Board meeting will have met with the Malcolm Island Advisory Commission and the Coal Harbour Local Community Commission to have preliminary discussions regarding their 2022 local services budgets. The RDMW will endeavour to meet other community advisory bodies to discuss 2022 budgets including the Quatsino First Nation by the end of February.

The RDMW has been participating both actively or as an observer in a number of emergency events since the last Board meeting. Groceries and medications were procured from local suppliers to support communities such as Zeballos, Tahsis etc. given the better logistic opportunities associated with Port McNeill's location. The Manager of Operations also observed some of the preparations undertaken at Fort Rupert over concerns of flooding and offered the Regional District's resources in this effort.

The Regional District intends on applying to the Ministry of Municipal Affairs' Investing in Canada Infrastructure Program – Green Infrastructure-Environmental Quality (EQ) Program to construct an enhanced organics processing facility as well as ocean debris and a leachate control system infrastructure. The tentative cost for this infrastructure is estimated at \$900,000. The EQ Program will provide 73.33% of the funding costs for the works meaning the Regional Solid Waste Service would need to provide 26.66% of the costs or \$240,000 should the total budget be \$900,000. The RDMW will be working with Ocean Legacy in developing the proposal and will consult with First Nations as part of the application process. Most of the proposal will draw upon previous grant applications with the works supported in the Interim Solid Waste Management Plan submitted to the Province in 2020. In support of this effort, it is requested that the Board pass the following motion:

That the Regional District of Mount Waddington Board supports the application to the Canada Infrastructure Program – Green Infrastructure-Environmental Quality (EQ) Program for works at 7 Mile Landfill titled "7 Mile Landfill Green Infrastructure Project" and that the Regional District's contribution to the funding come from the existing solid waste reserves.

With the impacts and pervasiveness of the Omicron variant, the Regional District has undertaken risk management protocols. Needed PPE has been distributed, fire practices have been recommended to be conducted over the internet and staff and contractors who deliver essential services have been informed as to what support can be provided by the RDMW including fast tracking PCR testing

The annual utility bylaws will be presented to the Board in March.

Finally the Regional District's application to Engineers and Geoscientists BC for a Permit to Practice has been accepted. Staff will have the next 12 months to develop and institute protocols so that engineering related works under taken by the Regional District will have proper quality control and documentation to meet the EGBC standards.

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

Respectfully submitted

Patrick Donaghy PEng, MSc



**REGIONAL DISTRICT OF MOUNT WADDINGTON
PLANNING & DEVELOPMENT SERVICES DEPARTMENT
MONTHLY REPORT**

TO: Board of Directors **FILE:** 315.05 **DATE:** January 18, 2022
FROM: June Kwon, Planning Assistant, Planning Department
SUBJECT: January 2022 Planning & Development Services Department Report

1. Active Projects:

- a) 2020-PROJ-09: Following up from meeting on January 10th, planning department will attend upcoming MIAC meeting on January 31st to discuss sections related to the accessory dwelling in R3, Small Lot Residential, zone of the Malcolm Island Zoning Bylaw No. 725, 2006.

2. Crown Land Tenures:

- a) Broughton Sports Club (27508.226): project in progress; First Nation consultation
- b) Port Hardy Fish and Wildlife Association (27504.215): planning department is in progress to renew 'Licence of Occupation' for the Crown Land, land file number 1403736, that is currently used as a gun range.

3. Subdivisions:

- a) 2021-SUB-07-HC-PRG-Lanqvist-904 Lanqvist Road: referral request was made by the Ministry of Transportation and Infrastructure regarding subdivision of the Lot A, Plan VIP61039, Section 1, Township 1, Rupert Land District; the planning department provided the letter notifying the ministry the application is incomplete as the proposal does not meet the minimum requirement of 0.8 hectare as outlined in the regulations of the applicable Rural Residential RA-1 Zone of Hyde Creek Zoning Bylaw No. 648, 2002.

4. Permits:

- a) 2022-SP-28-WS-Woss General Store-3001 Englewood Drive: planning department received the site permit application; the applicant is in progress to renew the liquor license and the issuance of the site permit is one of the prerequisites for the renewal application; the planning department will check the conformity of the application based on the OCP and Woss Community Land Use Bylaw No. 556, 1999.

6. Miscellaneous:

- Civic Addressing for daycare building of the Gwa'sala-'Nakwaxda'xw School; request received.

Respectfully Submitted,

June Kwon, Planning Assistant

Approved by

Greg Fletcher, MCIP



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: **January, 2022 Finance Report**
DATE: January 13, 2022

The posting (internal and external) for a third Finance clerk has gone out with a tight deadline set for January 21st. In the meantime, staff are busy closing off 2021 as well as setting up accounts for the new year.

Finance Consultant Debra Oakman has been working in the RDMW office for the entire January 10th week and has been helping on many fronts.

In the meantime, Managers are working with local communities in reviewing draft 2022 budgets. A Finance Committee budget meeting has been tentatively been set for Tuesday, February 8 at 11 am.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON
Single Source Awards

TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Shelley MacEachern, Finance Clerk

DATE: January 12, 2022

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

Single Source Procurements - December 2021

DATE	CHEQUE #	PAYABLE TO	AMOUNT	Description	Service
NIL	NIL	NIL	NIL	NIL	NIL