



# Electoral Area Directors & Municipal Regional District Tax Committee

## MEETING AGENDA

February 15, 2022 – 12:30pm  
RDMW Office – 2044 McNeill Road, Port McNeill, BC

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/81601126988?pwd=aXR0bHhBYmN5MjV4S1I3ZXlGSiF1QT09>

**Page CALL TO ORDER**

- 1       **1. Agenda**  
Approval of Agenda as Presented (February 15, 2022)
- 2-4      **2. Minutes**  
Adoption of EA & MRDT Committee Minutes held January 18, 2022
- 5-9      **3. Report**  
Application for Rural Tourism Action Grant – Seven Hills Cell Booster
- 4. Next Meeting – To be announced**

**ADJOURN**



# Electoral Area Directors & Municipal Regional District Tax Committee

## MINUTES

January 18, 2022

RDMW Office – 2044 McNeill Road, Port McNeill, BC

**CALL TO ORDER: 12:06 pm**

### Attendance:

EA/PA Directors: Chair Andrew Hory, Kevin Cameron (Zoom), Sandra Daniels,  
James Furney (Zoom), Rod Sherrell

Staff: Greg Fletcher, Administrator; Patrick Donaghy, Operations Manager,  
Cody Pawluk, Operations Assistant, Nicole McDowell, Recording Secretary

Guest: Michael Margolick

### 1. Agenda

22-01

It was moved and seconded, that the agenda dated January 18, 2022 be approved.

**CARRIED**

### 2. Delegation

Michael Margolick, Sointula Resource Centre

Delegation shared a [PowerPoint Presentation](#) which included the following highlights:

*That the Sointula Resource Centre (SRC):*

- *Is a non-profit society, which has been operating for approximately 20 years.*
- *Offers services for residents and visitors, a meeting place, authenticity for visitors, and creates space for personal connections.*
- *Is run with 1.35 equivalent staff, ICET money, has a Board of 6 people, and sometimes employs summer students.*
- *Has full status with Destination BC as the Visitor Information Centre for Malcolm Island and offers the public computer, office, and internet services.*
- *Has a webpage, maintains an event calendar, and posts information in social media.*
- *Displays and helps sell local artists' work.*
- *Operates a green bike program (a free bike service in partnership with the RDMW).*
- *Offers event sponsorships (ie: First Aid courses, documentary film showings, community meetings, etc), market garden stand, Partnerships/memberships*
- *Has expanded its scale and scope of activities, modernized IT, communication, and office functions*
- *Goals are to be the most trusted source of accurate information for residents and visitors on Malcolm Island and are working with other parties to develop the island's sustainable economic opportunities and enrich community life.*
- *Visitor demand has grown significantly since 2016, especially during the pandemic (2020-21) and is expected to continue to grow.*
- *Stayed open during the pandemic*
- *Obtained full-status funded membership from Destination BC; \$15,000 per year operating funds, \$106,000 for the Sointula Community Pavilion from CERIP, a 'one-time' COVID funding of \$59,000 from other sources, including \$45,000 for ICET for one year starting May 2021*

- 2021 Revenue structure is not matched to needs:
  - Applied for and have been receiving the Gaming Grant, which is much needed.
  - Project grants will not fund ongoing operations; easier to receive grants for concrete items.
  - Covid money has doubled the budget to \$100,000
  - When ICET money expires, SRC monies will be cut in half unless successful in securing funding from elsewhere.
    - Without replacement funding, the gains of the past two years will be lost.

SRC is reaching out to the RDMW for any assistance or advice in where/who they can approach and apply for any possible grants they may be eligible for.

Chair Hory thanked Michael Margolick for his presentation and acknowledged the invaluable service that the SRC provides the residents and visitors of Malcolm Island. He noted that the Regional District of Mount Waddington only offers major grant in-aid financial support for fully regional services but that the RDMW Manager of Economic Development may be able to offer assistance to the SRC in researching other sources of possible funding.

### 3. Minutes

22-02

It was moved and seconded, that the minutes dated October 19, 2021 be adopted.

**CARRIED**

### 4. Report

Application for Gas Tax - Woss Sewer Flow Monitoring Pre-Lagoon

Operations Assistant, Cody Pawluk, noted:

- Excessive rainfall water is getting into the Woss sewage treatment lagoon system.
- Need to determine whether infiltration is occurring around the lagoon or in the upstream network of sanitary pipes throughout Woss.
  - The best way to achieve this is by adding a flow meter at the inflow of the lagoon to compare the flows with the existing meter at the outflow of the lagoon.
  - Mr. Pawluk shared a photo of the ideal flow meter, which is a Parshall Flume Flow Meter with an ultrasonic sensor, which works by converging flow of water and measuring the head depth
  - This is also the most cost-effective solution, and this system will utilize an existing solar power and transmission system to allow for remote data collection.
  - This secondary device will also improve the overall accuracy of the RDMW's wastewater flow data collection.

22-03  
GT2022-01

It was moved and seconded, that up to \$11,000 be approved for the Woss Sewer Flow Monitoring Pre-Lagoon, Gas Tax Application GT2022-01.

**CARRIED**

### 5 Discussion

Arena Manager Update on Arena Solar/Accessibility Project

- GT2020-05 was already approved for \$48,000 which included the Town of Port McNeill's contribution of \$16,000 for a solar powered back-up power system to provide resiliency to the arena operations as well as another option for an emergency reception centre for Port McNeill and surrounding areas
- Funding approval in principle has been received from Infrastructure Canada for a broader project that would not only provide the power backup but also improve accessibility at the facility and provide an additional 100kw of solar power to greatly enhance the system's effectiveness as well as operating cost savings year-round.

- *Due to supply chain issues, no expenditures were made on the GT2020-05 project prior to the grant eligible expenditure date so it is possible that the allocated funds could be used as part of the RDMW's share of expenditures on the project*
  - *We will also need an Arena Committee Meeting for approval of the revised project with an agreement to provide any additional and contingency funds.*

22-04  
GICB contr.

It was moved and seconded to allow GT2020-05 funds to be used as part of the RDMW share of project costs for the approved GICB funding for the Chilton Arena Energy Reduction Project.

**CARRIED**

**Next Meeting** – To be announced

**Adjournment:** The meeting adjourned at 12:53 pm

***CERTIFIED CORRECT***

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
CHAIR

REGIONAL DISTRICT OF MOUNT WADDINGTON



REPORT

**TO:** Electoral Area Directors and the Director for Port Alice **FILE NO.** 6900.04  
**FROM:** Pat English, Manager of Economic Development  
**SUBJECT:** Rural Tourism Action Grant  
**DATE:** Feb 04, 2022

---

**RTAG 2022 – 01 Seven Hills Cell Booster**

Investments in cellular service have become an essential target for infrastructure spending at any recreation facility and the lack of such service is a major impediment to attracting users to the location. Cellular service at 7 Hills Golf Course is very poor to non-existent and constrains efforts to market the facility to recreational users and to develop a user segment for meetings and events.

Seven Hills Golf Course proposes to install a cellular signal booster at the facility to address the poor service issue and has received a proposal from Wolven IT (the RD's IT provider) for the installation of this equipment at a cost of \$3300. Funding for the project will be provided from the club's own resources (\$1650) and they are seeking a matching contribution from the RTAG program.

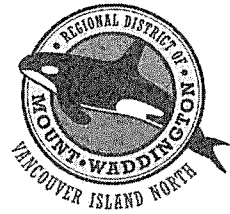
The installation of the booster will greatly improve the visitor experience and accordingly is an eligible activity within the RTAG program.

This application for a \$1650 RTAG is recommended for approval.

Respectfully submitted,

Manager, Economic Development

Regional District of Mount Waddington



2022 Regional Tourism Action Grant

Electoral Areas A, B, C, D and Village of Port Alice

APPLICATION FORM

Please refer to Program Guide for more information.

APPLICANT INFORMATION

Name of Organization: Seven Hills Golf & Country Club \_\_\_\_\_

Key Contact Person: Scott Mitchell, President

Mailing Address: PO Box 1710 Port Hardy, BC \_\_\_\_\_ Postal Code: V0N 2P0 \_\_\_\_\_

Phone: 250-230-1782 Email: [sevenhills@live.ca](mailto:sevenhills@live.ca) or [scottymitch@telus.net](mailto:scottymitch@telus.net)

Incorporation, Business/Society No. \_\_\_\_\_ Or other \_\_\_\_\_ Date of Incorp. 1981 \_\_\_\_\_

PROGRAM (choose one)

<p><b>Community Tourism</b></p> <p>Name of Project: Cell booster installation at Seven Hills</p> <hr/> <p>Location: Seven Hills Clubhouse</p> <hr/> <p>Description: Installation of a cell booster for the Seven Hills clubhouse and immediate vicinity. See attached quote for additional details.</p> <hr/> <p>Timeline: Spring 2022, subject to funding approval.</p>
--

---



---



---

**FUNDING AND BUDGET**

Sources of Funding	\$ Amount	Per Cent
Community/Local government (specify)		
Other funding (specify)—Seven Hills operating budget	\$1650	50%
In Kind Contributions		
Proposed Request from the Rural Tourism Action Grant	\$1650	50%
<b>Total Sources of Funding</b>	<b>\$3300</b>	<b>100%</b>

Project Budget (define categories) Table can be expanded	\$ Amount
Supply and install booster system—Wolfen IT	\$3300
<b>Total Project Budget</b>	<b>\$3300</b>

**PROJECT BENEFITS**

Describe how the project will assist either local or regional tourism destination marketing in your community.

The pandemic has caused a resurgence of interest in the game of golf and both local and out-of-town usage of Seven Hills has increased significantly as a result. RV bookings have also increased in the past two years and booking lengths have increased as more out of towners discover the North Island and variety of activities we have to offer...including the golf club.

Currently the cell coverage in the clubhouse is very poor to non-existent in some parts of the clubhouse and immediate surrounds. This detracts from the visitor experience and has been specifically noted as a concern by individuals and groups using the facility. It has been noted by local government representatives and public sector users that the poor cell service renders the club unsuitable as a meeting space due to current day needs of individuals to maintain constant connectivity. The club is not able to offer WIFI service to guests due to limitations of our satellite-based internet service.

Installation of a booster system will increase cell coverage and signal strength in the clubhouse and immediate vicinity, providing benefits to club operations (restaurant, pro shop, meetings) and users of the facility.

Please attach Community letters of support, permits, authorizations and evidence of legal status.

**Note that funding cannot be provided without satisfactory provision of this information.**

### AUTHORIZATION

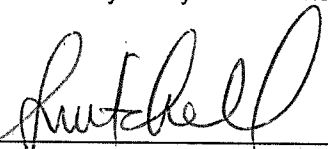
I/we certify that the information provided in this Application Form is to the best of my/our knowledge, complete, true and accurate and the proposal does not contravene Regional District of Mount Waddington or Village of Port Alice policies or bylaws.

I/we agree that the information provided in this Application Form will be shared with the Regional District of Mount Waddington Rural Tourism Action Grant review panel and Board upon request.

I/we understand that there is no guarantee that this application will be funded.

I/we also understand that the Regional District of Mount Waddington will not be responsible for any costs incurred in the preparation of this application, or any subsequent application for funding from the Regional District, and this application is being prepared entirely at my/our own risk and cost.

Signature of Authorized Representative(s) \_\_\_\_\_



Printed Name or Names \_\_\_\_\_

Scott Mitchell

Title \_\_\_\_\_

Resident

Date \_\_\_\_\_

January 25, 2022



## CLIENT DETAILS



**Wolven I.T. Services**

**M:** PO Box 2637  
Port Hardy, BC, Canada  
V0N 2P0  
**P:** (250) 949-0715  
**W:** www.wolven.ca

**Seven Hills Golf and Country Club**  
We appreciate your business!

**Bill to:** Seven Hills Golf and Country Club

**Mailing:** 2KM on Highway 30  
RDMW, British Columbia, Canada  
V0N 2R0

**Representative:** Alexander Higgins  
**Technician:** Alexander Higgins

**Customer:** Seven Hills Golf and Country Club

**Location:** 2KM on Highway 30  
RDMW, British Columbia, Canada  
V0N 2R0

**Date:** October 27, 2021  
**Status:** Saved Quote

**QUOTE**

**Number:** 2304

**Quote Date:** October 27, 2021

## HARDWARE

<u>Description</u>	<u>Price</u>	<u>GST (5%)</u>	<u>PST (7%)</u>
Cel-Fi Cellular Repeater (5-Band)	\$ 1499.99	\$ 75.00	\$ 105.00
RV telescoping pole (25 feet)	\$ 199.99	\$ 10.00	\$ 14.00
Surepower Cellular Antenna (14dBi, Yagi, Wide-Band)	\$ 249.99	\$ 12.50	\$ 17.50
<b>Accessories:</b>	\$ 250.00	\$ 12.50	\$ 17.50
<b>Supplies:</b>	\$ 50.00	\$ 2.50	\$ 3.50
<b>Category total: \$ 2249.97</b>			

## SERVICE

<u>Description</u>	<u>Price</u>	<u>GST (5%)</u>	<u>PST (7%)</u>
Labour: \$ 85.00 at 8 hour(s)	\$ 680.00	\$ 34.00	\$ 47.60
<b>Category total: \$ 680.00</b>			

## BILLING

<u>PAYMENTS</u>			<u>NOTES</u>	<u>CHARGES</u>		
Payment	Paid By	Amount		SUBTOTAL	GST (5%)	PST (7%)
#1:	Account	\$ 3281.57		\$ 2929.97	\$ 146.50	\$ 205.10

**PAID: \$ 0**

**GRAND TOTAL: \$ 3281.57**

### INFORMATION

### AUTHORIZATION

**Sales Notes:** Installation of 1 Cellular Repeater:

Site 1 - Club House, 2 Storeys, estimated incoming RSRP of -104 db to provide ample service throughout the building. Travel to site is required.

Accessories: 2nd donor antenna, N-Type splitter, 2nd run of cable, electrical protector/battery, and mounting equipment.

**Returns:** All sales are final.

Returns are subject to a restocking fee.  
Refunds are applied to the original payment method.

**Terms:** Please remit payment(s) to *Wolven I.T. Services* (finance@wolven.ca).

Name and signature required for purchases on account.  
Account charges to be paid within 30 days of Invoice date.  
Surcharge of 2% per month may apply to late payment(s).

**Warranty:** Lifetime labour warranty on our installations.

Limited warranty on products (refer to manufacturer).  
Warranty does not include travel to site or additional service.

**Discount:** Bronze level discount applied to hardware and software (Taxes not included).

GST: 71099 7925 RT0001  
PST: PST-1082-3509

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name / Department*

--- Quote valid for 30 days ---