



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

June 21, 2022 at 2:00pm

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86859375179?pwd=ZXRkdHN0SGdZWGdXSktVVUoVhTGvGZz09>

Page(s) **CALL TO ORDER**

A. APPROVAL OF AGENDA

- 1-3 1. Adopt June 21, 2022 RDMW Board of Directors Meeting Agenda as presented (or amended)

B. DELEGATIONS & RECOGNITIONS

This meeting is taking place on the traditional territory of the Kwak'waka speaking peoples.

1. David Mills – Fisheries Boundaries
2. David Leitch /Aniko Nelson – Strathcona Regional District & Stacey Marsh/ Keltie McKale/Bobbi Frederick – Campbell River Hospital Foundation

C. MINUTES

- 4-10 1. Minutes of the Board of Directors Meeting held May 17, 2022 as Presented (or amended)

Available for Review 1. District of Port Hardy Council Meetings– Regular Council April 26; Committee of the Whole April 12, April 26; Town of Port McNeill – Regular Council April 12, April 26, May 10; Special Council Meeting May 3, May 12; Public Hearing Minutes May 10, 2022; Village of Port Alice– Regular Council April 27, May 11, May 25, 2022; Village of Alert Bay – Regular Council April 25, May 9, 2022

- Available for Review 2. Cheque Register Report (May 31, 2022)

D. STAFF REPORTS

- 11 1. Administrator (June 14, 2022)

b) Travel Report – None

- 12 2. a) Manager of Economic Development (June 14, 2022)

Recommendation:

1. *THAT a contract not exceeding \$7,300 be concluded with Love Local Marketing to develop and deliver a digital advertising campaign to support the Home-Based Knowledge Worker Attraction initiative.*
2. *THAT an application to the Ministry of Social Development and Poverty Reduction for a grant to prepare a labour market partnership report to encourage, support and facilitate strategies to address labour market issues in northern Vancouver Island be supported, and that such support includes a contribution of \$20,000 to the project.*

- 13 b) Rural Resident Attraction Coordinator Report (June 15, 2022)
- 14-15 c) Tourism Coordinator Report (June 14, 2022)
- 16-17 3. Manager of Operations (June 15, 2022)
- 18 4. Manager of Planning and Development Services (June 15, 2022)

E. FINANCIAL REPORTS

- 19 1. Administrator (June 16, 2022)
- 20 2. Single Source (May 31, 2022)

F. COMMITTEE REPORTS

(To be brought forth from earlier Committee Meetings)

1. EA & MRDT Committee

G. BYLAWS AND PERMITS

- 21-22 1. Bylaw No. 1011, 2022, Cited as “Regional District of Mount Waddington Election Bylaw No. 1011, 2022” for 1st, 2nd and 3rd reading
2. Bylaw No. 1011, 2022 Cited as “Regional District of Mount Waddington Election Bylaw No. 1011, 2022” for adoption

H. CORRESPONDENCE

- 23 1. 2022 06 07 North Coast Regional District Labour Market Study for Commercial Fishing Sector.

Recommendation:

THAT a letter of support for the Labour Market Study for Commercial Fishing Sector be sent via the BC Commercial Fishing Association to the following: Sector Labour Market Partnerships Program, Workforce Innovation and Division Responsible for Skills Training, Ministry of Advanced Education and Skills Training.

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: July 19, 2022

J. ADJOURNMENT



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS

MEETING MINUTES

May 17, 2022 at 2:03pm

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

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

Staff: In person: Greg Fletcher, Administrator; Pat English, Manager of Economic Development,
Zoom: Patrick Donaghy, Operations Manager, Nicole McDowell, Recording Secretary;
Natalie Stewart, Tourism Coordinator; Megan Hanacek, Rural Resident Attraction
Coordinator

Public Zoom: Kathy O'Reilly, John Tidbury

Resolution
No.

CALL TO ORDER

2:02 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**

109/2022

THAT the RDMW Board of Directors May 17, 2022 Meeting Agenda be approved as amended.

B. DELEGATIONS & RECOGNITIONS

1. Kellen Truant, Operations Manager, North Island Service Area 3, Ministry of Transportation /Chris Cowley, General Manager Area 3, Mainroad
 - *Confirmation of service area 3 which starts at Cook Creek and ends at North end of Vancouver Island*
 - *Review of the 2021/2022 Accomplishments*
 - o *Brushing and tree removal*
 - o *Webcam improvements*
 - o *Channel improvements on Holberg Road #2 (Elephant Crossing)*
 - o *Culvert replacements (total of 22 culverts replaced)*
 - *Winter Maintenance Challenges included snowfall levels not seen since 1996, including temperature fluctuations, 10 plow units working round the clock, including 22 operators working 12-hour shifts. Additionally, there were 107 separate atmospheric river events (none in the Regional District).*
 - *The district projects for the North Island in 2022 include:*
 - o *Digital Messaging signs on Highway 19: Hyde Creek & north of Campbell R.*
 - o *Connector Road between Holberg Road #2 & San Jose FSR*
 - o *Highway 19 Danger tree removal*
 - o *Hardy Bay Road shoulder widening*
 - o *Winter Harbour boardwalk improvements*
 - o *Mount Cain Signage improvements*

Questions:

- *Work on the Coal Harbour Road, project has been ongoing for the last 2 years. Kellen advised that he would send a project update, as he has not been directly*

working on this particular project.

- *Are there plans to deal with the large lineal crack on Highway 30 just before the fuel station? Chris Cowley, Mainroad advised that this issue is on the list of repairs to be done in 2022, the timeline will be dependent on the subcontractor scheduling.*
- *What is going to be done about the debris left behind from the brushing and trimming that took place both within the smaller communities (ie: Woss) and along highway 19? Chris Cowley advised that clean up will begin shortly to allow for mowing and brushing.*
- *Is there a plan currently to look at the aging road surface in Hyde Creek? Kellen advised that this will be added to the list of possible projects and discussed with Mainroad to determine the priority level and steps from there. Nimpkish Heights road for line painting and repairs will also be added to the list.*
- *It was requested that if the Ministry of Transportation and/or Mainroad are doing any line painting or repairs to please advise the Regional District to perhaps coordinate for work on Telegraph Cove Road.*
- *There were a number of complaints from residents during the winter who saw Mainroad trucks driving without spreading/distribution as they appeared to be out of supplies. Was this because the Woss stockpile was not accessible? Chris Cowley confirmed that at no time did Mainroad run out of supplies and in fact, had a surplus left over from the winter season. The concern was that it appeared that supplies seemed to be thinner on the ground around the Woss yard. Mainroad has set up a sand depot in cooperation with WFP. Chris also advised that the amount of trees coming down added to the delay's in winter maintenance.*
- *Telegraph Cove Road shows three different classifications, why is there no summer or winter maintenance on section 8F? Kellen advised that class 8F road is considered an unopen right of way and is not normally maintained, and would only qualify for basic safety work, no routine upkeep.*
- *Due to the increase in large industrial traffic, is there a plan to increase turn outs for these slower moving vehicles to allow for passenger vehicles to pass safely? Kellen advised that slow vehicle pull outs are on the list and being advocated for.*
- *The Regional District is trying to ascertain what the maintenance schedule is for Malcolm Island. The roads are not being routinely maintained, and residents are looking for information and what they should expect for their area? Kellen advised that the best course of action would be to communicate directly with Chris Cowley for follow up.*
- *There is a feeling that feedback that is provided for the North Island is not being heard fully. Having a long-term plan/schedule would be helpful.*
- *There was a meeting at the start of the year between the Fire Department Chiefs and Mainroad regarding Road Rescue protocols and procedures. Where is Mainroad at with having the ability to respond as required for these protocols? Chris Cowley advised that if the operator was out on patrol or checking remote rest areas, they would normally have to back to the yard to pick up the necessary supplies to assist with road rescue. To mitigate this, Mainroad is focusing on ensuring that the trucks are fully supplied, including storage solutions with any emergency equipment they may need to assist with this, hopefully ensuring a shorter response time.*
- *What will the Digital Board going in at Hyde Creek look like? Kellen advised that the sign will be an overhead digital sign on one side that can be updated immediately. The sign is currently under construction, but it is anticipated that this will be complete before the next winter season.*
- *It was noted that the Ministry of Transportation approves subdivision applications, but there appears to be a disconnect when this is done in that road access/maintenance is not factored into some of the more remote areas, and homeowners are not aware of this. Kellen asked that this be communicated directly with the Ministry of Transportation department that processes subdivision applications to ensure clear communication.*

The Chair thanked the delegates for their presentation.

C. MINUTES

110/2022 Moved/Seconded/**CARRIED**
THAT the Minutes of the Board of Directors Meeting held May 17, 2022 be adopted as presented.

111/2022 Moved/Seconded/**CARRIED**
That the Correspondence on the table be received and filed.

112/2022 Moved/Seconded/**CARRIED**
THAT the Cheque Registry for April 30, 2022 be received and filed.

D. STAFF REPORTS

1. Administrator Report (May 11, 2022): *Also noted:*
 - *A holding tank was installed at Little Huson Caves Park May 16 & 17th, overseen by Dean Tait, Parks Supervisor and was facilitated quickly due to contractor availability. The contractor also brushed out the roadway.*
 - *The revised 2020 Annual Report has been posted to the website. Work on the 2021 Annual Report will commence shortly.*

113/2022 Moved/Seconded/**CARRIED**
THAT a) a contract be approved for Sue Hamilton to provide caretaker services for the Bere Point Regional Campsite from May 20 to September 19, 2022 and b) that a contract be approved for Tim and Susan Dussome to provide caretaker services for the Link River Regional Campsite from May 20 to September 19, 2022.

114/2022 Moved/Seconded/**CARRIED**
THAT the April 13, 2021 Administrator's Report be received and filed.

- a) Travel Report (May 17, 2022)

115/2022 Moved/Seconded/**CARRIED**
THAT the Travel Report be approved

2. a) Manager of Economic Development (May 10, 2022)

116/2022 Moved/Seconded/**CARRIED** (2 opposed)
THAT Regional District of Mount Waddington supports the application to the Island Coastal Economic Trust for funding of \$75,000 as a contribution towards the development of an Electric Vehicle (EV) charging network.

And,

THAT the Regional District of Mount Waddington hereby commits to the following regarding the North Vancouver Island EV Charging Network:

- Apply for an ICIP CleanBC Communities Fund grant for the project.
- Cover up to \$50,000 of assigned funds from the organization's project reserve towards the applicant's share of eligible project costs under the grant program.
- Cover any ineligible project costs determined by the grant program, plus any potential overruns; and
- Seek additional grant and investor funding for the total remaining balance of project costs.

Moved/Seconded/**CARRIED**

117/2022 That an application be made to the Ministry of Advanced Education and Skills Training for a grant to deliver a Fundamentals of Forest Harvesting Practices course at Woss in August 2022.

Moved/Seconded/**CARRIED**

118/2022 THAT the May 10, 2022 Economic Development Manager Report be received and filed.

- b) Rural Resident Attraction Coordinator Report (May 10, 2022) Presented by Megan Hanacek.

Moved/Seconded/**CARRIED**

119/2022 THAT the May 10, 2022 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (May 10, 2022). Including recommendation from VINTAC:

Moved/Seconded/**CARRIED**

120/2022 THAT Section 3.iii and Section 4.iii of the Vancouver Island North Tourism Advisory Committee Code of Conduct be updated to read as follows:

- a. 3.iii) Stay abreast of what's happening in the industry.
- b. 4.iii) Be loyal to the organization. When a committee recommendation has been made, there is an obligation for all committee members to defend and explain it publicly, even if you are not in agreement with the majority

Moved/Seconded/**CARRIED**

121/2022 THAT the May 10, 2022 Tourism Coordinator Report be received and filed.

- 3. Manager of Operations (May 12, 2022) *Also noted:*
 - *Hoping to have the bikes over to the Sointula Recreation Society for the Summer 2022 Green Bike program by end of the month.*

Moved/Seconded/**CARRIED**

122/2022 THAT the May 12, 2022 Manager of Operations report be received and filed.

- 4. Planning and Development Services (May 11, 2022)

Moved/Seconded/**CARRIED**

123/2022 THAT the May 11, 2022 Planning and Development Services report be received and filed.

E. FINANCIAL REPORTS

Finance Report (May 12, 2022) Presented by the Administrator.

Moved/Seconded/**CARRIED**

124/2022 THAT the May 12, 2022 Finance Report be received and filed.

F. COMMITTEE REPORTS – None

G. BYLAWS AND PERMITS

Moved/Seconded/**CARRIED**

126/2022 THAT the minutes of the Public Hearing for Bylaws 1001 and 1002, held May 17, 2022, be approved as amended.

1. Bylaw No. 1001, Cited as “Malcolm Island Zoning Bylaw No.725, Amendment Bylaw No.1001, 2022” (Cottage Dwellings) for 3rd reading.

Moved/Seconded/**CARRIED**

127/2022 THAT Bylaw No. 1001, Cited as “Malcolm Island Zoning Bylaw No.725, Amendment Bylaw No.1001, 2022” (Cottage Dwellings) be given 3rd reading.

2. Bylaw No. 1001 for adoption

Moved/Seconded/**CARRIED**

128/2022 THAT Bylaw No. 1001 be adopted.

3. Bylaw No. 1002, Cited as “Malcolm Island Zoning Bylaw No. 725, Amendment Bylaw No. 1002, 2022” (Animal-Chickens) for 3rd reading.

Moved/Seconded/**CARRIED**

129/2022 THAT Bylaw No. 1002, Cited as “Malcolm Island Zoning Bylaw No.725, Amendment Bylaw No.1002, 2022” (Animal – Chickens) be given 3rd reading.

4. Bylaw No. 1002, for adoption.

Moved/Seconded/**CARRIED**

130/2022 THAT Bylaw No. 1002 be adopted.

H. CORRESPONDENCE

1. 2022 05 12 District of Port Hardy Request for Financial Contribution Feasibility Study Electrical Backup to Northern Vancouver Island.

Moved/Seconded/**CARRIED**

131/2022 THAT the Regional District provide support and funding in the amount of \$6,000 for the Electrical Backup to Northern Vancouver Island Feasibility Study.

2. 2022 04 28 City of Campbell River Request to Increase Financial Support to the Vancouver Island North Film Commission.

Moved/Seconded/**CARRIED**

132/2022 THAT the correspondence from the City of Campbell River re: increasing financial support to Vancouver Island North Film Commission be received and filed.

I. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Electoral Area Updates:

Area “A” - Broughton / Malcolm Island / Mainland

- *Back into negotiations with BC Ferries to push for an earlier ferry*
- *Thank you to MOTI for the recent visit to Malcolm Island to view and discuss what road repairs are required and a timeline for same*
- *Encouraging everyone to come over to Sointula for the May long weekend.*

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

- *Hornsby Crawler Pavilion is formally completed, just a little bit of landscaping to finish up.*

Area "C"- Hyde Creek / Rupert

- *Flowers planted last year are blooming*
- *Preparing for Hyde Creek Days on July 2*

Area "D"- Nimpkish Valley / Woss

- *Woss Forestry Class is having their graduation Friday.*
- *At the monthly WRA meeting there were some concerns raised around opening the pool, including ownership of the property where the pool is located.*
- *The WRA has put out a posting for a groundskeeper, as things that used to be done by community volunteers are falling by the wayside, this is exacerbated by the reduction in population and aging as well as the current residents are getting older*

2. Municipal Updates:

Village of Alert Bay

- *Two RFP's have been put out, the first is for construction of bathrooms and showers at the campground and the 2nd is for the town square.*
- *Busy cruise ship schedule for the summer season, and a copy has been provided the Regional District office as well. There will be a local village market every Saturday, plus the days that the cruise ships are in.*
- *The Regional District Emergency Mutual Aid agreement was signed.*
- *Office staff have been attending meetings with 'Namgis First Nation regarding June Sports*
- *The Alert Bay 360 will be returning this year.*

Village of Port Alice

- *In the process of replacing the 3 submergible Village water pumps, the new pumps have a life expectancy of 20 years.*
- *Discussions around water conservation in the Village. There will be information provided to residents on how this affects the Village operations.*
- *Outdoor equipment has been ordered for Lions Park.*
- *A contractor has been confirmed for construction of the kayak base at Lions Park.*

District of Port Hardy

- *The Virtual Tsunami event was held and outlined Phase 1 which included high resolution tsunami mapping around the middle of the Island. Phase 2 will include Quatsino Sound and Gold River which will include the high-resolution mapping as well as risk assessment. The key takeaway was that if you are on the coast and feel the ground shake, you could have as little as twenty minutes before impact and you need to get at least 20m inground for safety.*
- *Reminder: This week is Publics Work week, and the District of Port Hardy is thankful for our public works crew.*
- *The North Island Sustainable Power Coalition thanks you for your support as they move forward.*
- *As part of the aquaculture act change by the Province, there is the Area Based Aquaculture Management Pilot Project. The group will be coming to Port Hardy to present in conjunction with DFO.*
- *Thursday this week will be the North Island Community Forest AGM. Thank you to Kevin Cameron and Port Alice for hosting this year. This is not a public forum, but it anticipated that a public meeting will be held later this year at the 7 Hills Golf and Country club.*
- *District of Port Hardy is reaching out to ICET re: economic development positions that have been filled recently in the various North Island communities and the need for continuous funding for these positions to allow for economic growth on the North Island.*

- *While at AVICC Mayor Mark Baker of Sawyard had discussions with both Rogers and Shaw communications about cell connection from Campbell River to Port Hardy. The ask is for additional towers along the highway to ensure continuing coverage on the Highway 19 corridor. This is an ongoing discussion and if you would like to participate, please contact Dennis Dugas for additional information.*
- *Looking forward to the FILOMI Days celebrations upcoming July 15.*

Town of Port McNeill

- *Museum is opening up. Will be open at 10:00am on Saturday with an ice cream fundraiser.*
- *New zoning bylaw public hearing on June 13 at 7:00pm.*

Questions/Comments – None

Next Meetings of the Board of Directors: Regular Meeting: June 21, 2022 at 2:00 pm

133/2022

ADOURNMENT TIME 4:17 PM

CHAIR

SECRETARY



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: June, 2022 Administration Report
DATE: June 16, 2022

Transit – Ridership numbers continue to improve and are now projected to meet our pre-pandemic average of 27,000 annual passengers. VTN ridership numbers are heading towards record levels with projected ridership up 51% from last year and total trips up 21%.

Emergency Planning – Marjorie Giroux has returned from medical leave and has resumed the Coordinator position. Cathy Denham will continue to assist on an as needed basis.

Parks – After a busy May long weekend, camping activity has slowed with the cool wet weather. A new toilet (pump and haul) was installed at Little Huson Caves.

Election Preparations - Some recommendations may be coming forward to the Board with respect to the election bylaw and election official remuneration that will also be presented to the Board on June 21st. As part of the preparatory work for the election, a review was done on the recent 2021 census data. Unfortunately, Stats Canada only changed the boundaries for two of the four electoral areas (Area's 'A' and 'D'). Using designated place information, I was able to build the population data back into the revised 2017 areas for Areas B and C as well. In addition, the process has been started to do a similar exercise for three previous censuses dating back to 2006. Prior to that, designated places were not included so the information is not fine grained enough to interpolate data into the new boundaries. With this data in place, we will be able to update the 2020 housing study to include the electoral areas as well as bring it up to date with the 2021 census data.

New Climate Action Incentive- The Province announced a new program, Local Government Climate Action Program (LGCAP), to replace the CARIP program which had been providing rebates of Carbon Tax for local governments that had signed the Climate Action Charter, committing to become operationally carbon neutral by 2012 as well as making commitments to help reduce community wide emissions by measures such as increased density of built up areas. While the linkage to the Climate Action Charter remains, the rebate program has been replaced by a grant 'to support local climate initiatives. In the RDMW's case the grant is worth \$58,082 for each of three years, subject to completion of online reporting. Because we never stopped reporting, it will be a straightforward exercise when it is available online this week and will be completed prior to the Board meeting. The RDMW created a Climate Action Fund in 2013 with similar goals to the new program so it is recommended that funds from LGCAP be allocated to the Climate Action fund.

Arena Green and Inclusive Community Buildings Program Grant – Earlier, we were approved in principle for a GICBP grant to the Arena Service for up to \$304,339 (80% of total costs) to provide battery storage for power from new and existing solar panels and improved accessibility to the facility, including a lift to the second floor. We have now received a draft operating agreement (circulated) that needs to be approved to proceed with the project. Other funding has already been secured.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON ECONOMIC DEVELOPMENT DEPARTMENT MONTHLY REPORT

TO: Board of Directors

FILE: 315.03

DATE: June 14, 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 recently visited Winter Harbour with managers from Ministry of Transportation and Infrastructure to review progress on the upgrade of the Winter Harbour Boardwalk. Part of the initiative will include construction of a vehicle pullout with information boards that will display the history of the area and features of interest to visitors.
- I have been working with the VINTAS marketing committee and with our Rural Resident Attraction Pilot Coordinator to review several submissions that we received from market consultants for a digital advertising campaign to support our Home-Based Knowledge Worker initiative and am requesting the Board's approval of the following resolution:

That a contract not exceeding \$7,300 be concluded with Love Local Marketing to develop and deliver a digital advertising campaign to support the Home-Based Knowledge Worker Attraction initiative.

- We have started planning for the next North Island Economic Development Forum scheduled for November 1, 2022. A draft agenda for the forum, including a topic focus for presentation, is expected to be available by early August 2022.
- I have been working with the City of Campbell River and the Regional District of Strathcona to prepare a funding proposal for a labour market study to update existing data, reflect labour supply and demand of our regional industries, and aid planning. The Rural Resident Attraction Pilot that received funding from the MFLNRRO in 2021 included several allocations totaling \$20,000 for labour market studies that could be contributed to the current initiative. We are currently anticipating that the total budget for the study will be approximately \$400,000. In support of our application, I am requesting the following resolution be approved:

That an application to the Ministry of Social Development and Poverty Reduction for a grant to prepare a labour market partnership report to encourage, support and facilitate strategies to address labour market issues in northern Vancouver Island be supported, and that such support includes a contribution of \$20,000 to the project.

Respectfully submitted,

Manager of Economic Development

2022 June Resident Attraction and Retention Program Report

1) Economic Development Forum- Nov 1, 2022

- a. The Planning Committee met June 14 to discuss themes and potential speakers for the Fall Session. Our goal is to continue several of these Ec Dev sessions yearly (Fall and Spring sessions) with the goal of offering not only updates, but also networking, tools, resources and opportunities to influence local decision making and provincial policy.

2) Executive Pulse Data Content Management System

- a. Using the Executive Pulse database, the Spring 2022 Newsletter was published mid May with positive feedback. The next quarterly e-newsletter will be the Summer 2022 edition (deadline for submissions is June 23, 2022).
- b.

3) My Vancouver Island North Website and Social Media

(myvancouverislandnorth, #myVIN, #myVancouverIslandNorth)

- a. With the coordination of the VINTAS committee, Megan drafted the Home-Based Knowledge Worker 6-week Ad Campaign RFP which was sent to 9 potential social media proponents. We had 4 qualified submissions for consideration. This campaign has the ultimate goal of bringing attention to the local amenities in the region (retention and attraction). And, with the help of a local 3 day/2 night prize package, expand followers on our Facebook, Instagram, Youtube and the Website (including use of the new Events Calendar).
- b. The new myVancouverIslandNorth website has been live since mid May 2022 with various stats being tracked and monitored.
- c. The RDMW Ambassador program is being designed (to be reviewed and approved by the VINTAS committee over the next few months and expanded on the MyVancouverIslandNorth website).
- d. Social Media: Facebook has 1350 followers. Instagram currently sits at 325 followers (The followers have increased by 27% in the last month and show a steady uptake. The reach was 630 accounts in last 30 days, 455 in previous month). We expect to see a large increase in followers during the 6-week Ad Campaign.

4) Provincial Nominee Program

- a. 25 inquiries for data package to date. We are waiting to hear back from one of the promising candidates for a virtual presentation with our PNP Committee. Regular monthly meeting attendance and reporting with PNP government staff is occurring

5) VINTAS Committee

- a. Ongoing monthly meetings to coordinate direction and discuss various initiatives occurs.

Respectfully submitted
Megan Hanacek



June 13, 2022

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

Vancouver Island North Tourism Report; May to June 2022

Marketing & Activity Update:

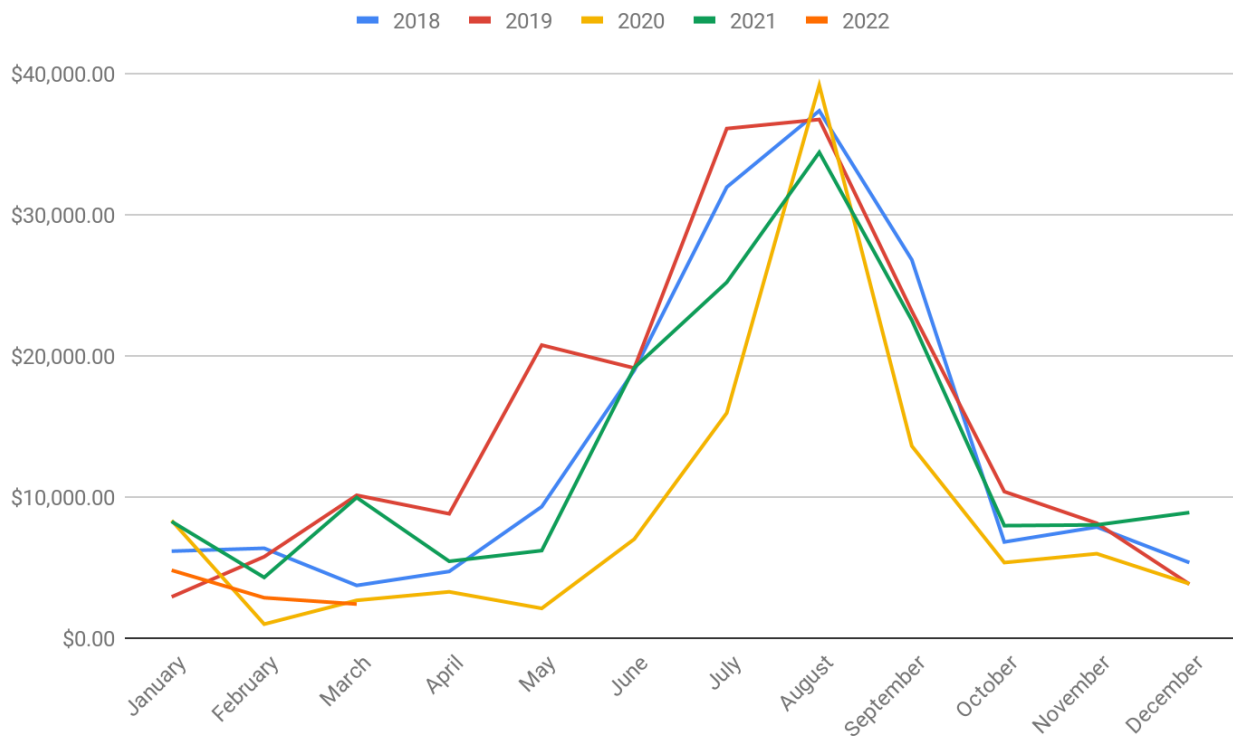
- Creative development of the North Island Wild Pledge posters for distribution at local visitor centres and other front end locations on the North Island. The posters will be distributed by the end of the month. These include a QR code for easy access to the Pledge landing page on the VINT website.
- Google search ads continue to run as an always on marketing tactic.
- Social Media followers continue to grow month over month
Facebook- May 2021 - 16,228 | May 2022 17,754 = +9.4035%
- Instagram- May 2021 - 21,920 | May 2022 - 29,937 = +36.5739%
Twitter- May 2021 - 1,826 | May 2022 - 2,002 = +9.63855%
- MRDT Annual Performance and Finance reports have been submitted to the ministry for all four communities.
- Met with Fishing BC to discuss last years investments and plans for this year. Due to Covid our initial investments of \$5,000 was more than tripled for a total spend of \$27,873.00. This investment included a video feature on Kaogah Lodge in Quatsino (3-5 minute feature, 30-60 sec trailer and 2-3 social shorts) Video ads on the sportsman Channel and Stack TV, Apex, History, National Geographic, Showcase, global as well as Paid Facebook campaigns.
- Participated in a three day certification program for the Global Sustainable Training Council. The Global Sustainable Tourism Council® (GSTC) establishes and manages global standards for sustainable travel and tourism, known as the GSTC Criteria.
- Art tour videos are completed and ready for distribution to participating galleries and studios. An amplification toolkit is currently being developed to distribute with these videos to help stakeholders with some tips on social sharding as well as tourism hashtags that will connect the content to Vancouver Island North Tourism and Destination BC.

Vancouver Island North Tourism Advisory Committee

- The next meeting of the Advisory Committee will be October 19th, 2022
The Agenda includes:
 - Season recap
 - Financial Reporting Review
 - Community/Partner updates.
 - Planning Session 2023

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.



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:** June 14, 2022
FROM: Patrick Donaghy, Manager of Operations
SUBJECT: June 2022 Operations Report

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

The Regional District continues to progress in meeting the new requirements for the upgraded discharge permits for its wastewater treatment facilities. Starting in June, the Sointula facility is now sampling the effluent for Carbonaceous Biochemical Oxygen Demand and Total Suspended Solids which has been the previous standard plus Dissolved Ammonia, Total Phosphorus, Acidity, Fecal Coliforms and Enterococci which have been added requirements. A study will need to be carried out regarding receiving waters and an operations manual developed for each facility. Other requirements that have been completed are well on their way to being delivered are new outfall signs and backup power infrastructure.

The Manager of Operations and the Fire Chiefs of Hyde Creek and Coal Harbour attended the BC Fire Chiefs' Conference in Victoria which was held between June 3 to 7. Subjects of particular interest were implementation plans for the Fire Safety Act with the associated expectation that all commercial facilities will get fire inspections, the continued development of minimum training standards for fire fighters as well as changes in the delivery of service by BC Ambulance and BC Wildfire. It is likely that these and other developments will require significant effort on the part of the Volunteer Fire Departments so that they can meet new expectations with Regional District staff needing to provide administrative support to allow for success. Initial discussions with the officers of the Regional District departments indicate a willingness to invest the needed time.

The Regional District has entered into an agreement with Recycle BC and the Kitsoo First Nation which will allow the recycling program in Klemtu to become a satellite depot of 7 Mile Landfill and Recycling Center. The outcome of the agreement will be that Klemtu will be able to send their recyclables, at their own cost, to the landfill with the materials then being incorporated into the Recycle BC system. The agreement has no financial exposure for the solid waste program as shipping costs will be borne by the Kitsoo and Recycle BC and the Regional District will get the revenues for collecting and processing the materials. Staff at the landfill will need to track the Klemtu materials and document any contamination problems. There is the potential that some

solid waste workers from Klemtu may come down to the landfill to job shadow staff to better understand recycling protocols.

Staff and Regional District contractors provided a tour of the Coal Harbour wastewater service to the Shellfish Water Classification Program of Environment and Climate Change Canada. Both Pia Ramussen and Tim Wenman were very positive in their comments regarding the improvements made since the system was reviewed back in 2012 as well as the investments currently underway.

Working with the Manager of Economic Development, the Manager of Operations assisted in changing the contractor for the 2022 Invasive Plant program. The Manager of Economic Development was successful in gain Board support for the change via an email-based ratification program. The Manager of Operations will be continuing to work on this project to assist the First Nation and Unincorporated Communities getting full benefit of its opportunities.

The Malcolm Island Green Bike Program has commenced once again with the bikes shipped to the Sointula Resource Center.

Other focusses for Operations are the preparing of the Professional Performance Management Plan required by Engineers and Geoscientist BC, the wastewater treatment plant flow meter calibration and the 7 Mile Design Operation and Closure Plan. Cody Pawluk continues to assist in the development of the Woss Heritage Park and the flow measurement flume for the Woss sewage lagoon.

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:** June 21, 2022
FROM: June Kwon, Planning Assistant, Planning Department
SUBJECT: June 2022 Planning & Development Services Department Report

1. Active Project:

- 2022-PROJ-04: Department of Economic Development and Planning Department are working collaboratively to establish Vancouver Island North entrance signage; application is currently on hold as Ministry of Transportation and Infrastructure is in process to derive site specific requirements.
- 2022-PROJ-06: planning department is assisting Sointula Volunteer Fire Department to update *Malcolm Island Civic Address Map* and *Sointula Civic Address Map*.

2. Site Permit / Building Permit:

- a) 2022-SP-33-MC: planning department received a site permit application regarding expansion of existing cabin dwelling in Mt. Cain; planning department will check its conformity based on *Regional District Mount Waddington Regional Plan Bylaw No. 890* and applicable sections of *Regional District of Mount Waddington Zoning Bylaw No. 21*; as existing cabin dwelling is in Crown land, planning department requested the applicant to obtain *Letter of Authorization* from the Mountain Resorts Branch of Ministry of Tourism, Arts, Culture and Sport.
- b) 2022-SP-34-MI: regarding the construction of primary dwelling unit in Malcolm Island, as it conforms with *OCP* and relevant sections of *Malcolm Island Zoning Bylaw No.725, 2006*, planning department issued Site Permit 2022-SP-34-MI.
- c) 2021-BP-03-CH: planning department issued Occupancy Permit in association with previously issued Building Permit 2021-BP-03.

3. Crown Referral:

- 2022-REF-146153123-1610590: referral request was made by the Ministry of Energy, Mines and Low Carbon Innovation regarding the Mines Act Permit; proponent intends to conduct mineral exploration activities on the Teihsum River Property, which is located approximately 25 km SE of the town of Port Alice.

4. Subdivision:

- *RDMW Letter of Confirmation* was composed and released for following subdivision applications;
 - o *2021-SUB-01-MI* (Conventional 2 lot subdivisions)
 - o *2021-SUB-06-MI* (Property Lot Line Adjustments)

Respectfully Submitted,

June Kwon, Planning Assistant

Approved by

Greg Fletcher, MCIP



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: June, 2022 Finance Report
DATE: June 16, 2022

Auditors CNB were here doing their audit fieldwork in the week of May 30th. As there were still some significant issues with CRA reporting information, additional costs will be incurred from assistance that the auditors provided to get missing information.

The audit field work went well and the auditors are busy processing the resulting information for both the RDMW and the Hospital District. Hopefully, we will still be able to meet the target for a late July presentation to the Board.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON
Single Source Awards

TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Shelley MacEachern, Finance Clerk

DATE: June 14, 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 - May 2022

DATE	CHEQUE #	PAYABLE TO	AMOUNT	Description	Service
02-May-22	1340	Pacific West Systems Ltd.	11,861.46	Dressing Room Supplies/Tiles	Arena
02-May-22	4729	Overland Freight International	1,742.79	Shipping - Flume	Woss Sewer



REGIONAL DISTRICT OF MOUNT WADDINGTON ELECTION BYLAW NO. 1011, 2022

A Bylaw to Provide for the Determination of Procedures for the Conduct of Local Government Elections and Other Voting

WHEREAS under the *Local Government Act*, the Board of Directors of the Regional District of Mount Waddington may, by bylaw, determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Board of Directors of the Regional District of Mount Waddington deems it expedient to establish voting procedures and requirements under that authority;

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

1. **Title**

This Bylaw shall be cited as “Regional District of Mount Waddington Election Bylaw No. 1011, 2022”.

2. **Nominators**

A nomination for election to hold office as an Electoral Director or Coal Harbour Local Community Commission must be made by a minimum of two (2) qualified nominators.

Nominator Qualifications:

- Must be 18 years or older
- Canadian Citizen
- Resident of the Electoral Area or Coal Harbour Local Community Commission Area they are acting as nominator for at least six (6) months immediately preceding the last day of candidate nomination acceptance
- Must not be disqualified by the *Local Government Act* or any other enactment from voting in an election or otherwise disqualified by law from voting.

3. **Register of Electors**

- (a) For the purposes of all elections and other voting under Parts 3 and 4 of the *Local Government Act*, a person may register as an elector only at the time of voting.
- (b) Registration as an elector under section 2.a) is effective only for the voting or other matters on which the opinion of the electors is being sought at the time of voting.

4. **General Voting Opportunities**

- (a) General voting day for a general local election is conducted on the third Saturday in October and as soon as practicable after declaration of an election by voting, the chief election officer shall designate voting places for general voting day.
- (b) In the case of a by-election as required by the *Local Government Act*, general voting day shall be determined by the chief election officer and must occur on a Saturday no later 80 days after appointment of the chief election officer by Board of Directors.

5. **Additional General Voting Opportunities**

The chief election officer is hereby authorized to establish additional voting opportunities for general voting day at his / her discretion and in doing so, shall designate the voting places and set the voting hours for these additional voting opportunities.

6. **Required Advanced Voting Opportunities**

Advance voting opportunities for an election by voting must be conducted on the 10th day before general voting day and as soon as practicable after the declaration of an election by voting, and the chief election officer must designate places for these advanced voting opportunities.

7. **Additional Advanced Voting Opportunities**

The chief election officer may establish additional advanced voting opportunities in advance of general voting day and in doing so, shall designate the voting places and set the voting hours for these additional advanced voting opportunities.

8. **Special Voting Opportunities**

(a) To give electors who may otherwise be unable to vote an opportunity to do so, a special voting opportunity(ies) may be undertaken in accordance with the requirements of the *Local Government Act* for each election, and the chief election officer, at his / her discretion, is hereby authorized to establish a special voting opportunity(ies) for each election and to designate the location, the date and the voting hours associated with special voting opportunities.

(b) The chief election official is hereby authorized to limit the number of candidates' representatives who may be present at a special voting opportunity.

9. **Resolution of Tie Vote After Judicial Recount**

If at the completion of a judicial recount the results of an election cannot be declared due to an equal number (tie) of valid votes for 2 or more candidates, the results will be determined by lot in accordance with the *Local Government Act*.

10. **Repeal**

The following Regional District of Mount Waddington bylaws are hereby repealed:

- Regional District of Mount Waddington General Local Government Election Bylaw No. 935, 2018

READ A FIRST TIME THIS DAY OF , 2022

READ A SECOND TIME THIS DAY OF , 2022

READ A THIRD TIME THIS DAY OF , 2022

ADOPTED THIS DAY OF , 2022

CHAIR

ADMINISTRATOR

June 7, 2022

Sector Labour Market Partnerships Program
Workforce Innovation and Division Responsible for Skills Training
Ministry of Advanced Education and Skills Training
Sent via the BC Commercial Fishing Association

Re: Labour market study for commercial fishing sector

Dear Director,

The North Coast Regional District (NCRD) is a regional government on the west coast of British Columbia (B.C.) whose jurisdiction covers 5 coastal member municipalities and 4 coastal electoral areas.

The NCRD is writing this letter to indicate our strong support for the proposed labour market study to be undertaken for the BC Commercial Fishing Association. We believe that this study is important to meet the human resource needs of the commercial fishing industry, ensuring people with innovative skill sets are available to meet the current and future needs of our industry.

We are very interested in playing an active role in this vital project by serving in an advisory capacity as part of the project's governance committee. We recognize this role will include advising on the development of project deliverables to ensure project outcomes meet the needs of our sector. We will also support the project in dealings with our fellow members, and we will further be a champion for the project to help ensure that we get a high level of industry participation in the study.

We hope that the Ministry will give favourable consideration to this important labour market study to be completed for the BC Commercial Fishing Association.

Sincerely,



Barry Pages

Chair