



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

August 16, 2022 at 2:00pm
Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

Join Zoom Meeting

<https://us02web.zoom.us/j/88381996171?pwd=UVRrVGZPbFJKWENIRE1QVjBrMTNWZz09>

Page(s) **CALL TO ORDER**

A. APPROVAL OF AGENDA

- 1-3 1. Adopt August 16, 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'wala speaking peoples.

C. MINUTES

- 4-7 1. Minutes of the Board of Directors Meeting held July 19, 2022 as Presented (or amended)

Available
for
Review

2. District of Port Hardy – Regular Council Meeting May 10, May 24, June 14, June 28, July 12; Committee of the Whole July 12, 2022; Village of Alert Bay – Regular Council June 27, 2022

Available
for
Review

3. Cheque Register Report (July 31, 2022)

D. STAFF REPORTS

- 8 1. Administrator (August 11, 2022)

Recommendation:

THAT an agreement be approved with SD85 for the RDMW to occasionally use a portion of the building and grounds of A.J. Elliot (Sointula) Elementary School (Lot 1, VIP18440, Section 9, Rupert Land District), to operate an emergency reception centre for the period from July 1, 2022 to June 30, 2027.

- 9 b) Travel Report – August 10, 2022

- 10 2. a) Manager of Economic Development (August 9, 2022)

Recommendation:

THAT the Regional District of Mount Waddington recognizes the economic development benefits that may be realized from a sustainable economic development trust for the region and supports the submission from ICET to the Province of BC for a permanent endowment of \$150 million to the Trust.

- 11 b) Rural Resident Attraction Coordinator Report (August 9, 2022)

12-13 c) Tourism Coordinator Report (August 9, 2022)

14-15 3. Manager of Operations (August 9, 2022)

Recommendation:

1. *THAT an agreement be approved with Ocean Legacy Foundation from September 1, 2022 to August 31, 2026 to provide space for the establishment of an “Ocean Plastic Depot” sorting facility for a year period and that Ocean Legacy will be responsible for the costs of processing and transporting the recyclable products to market and the RDMW will monitor the facility to prevent abuse and support its construction and operations.*

2. *THAT a contract be entered into with Maura Walker and Associates to carry out a waste composition study for an estimated cost of \$16,325.00, with any exceedances to require the prior written approval of the Manager of Operations.*

16-19 4. Special Report on Recycling on the North Island (August 11, 2022)

20-21 5. Manager of Planning and Development Services (August 11, 2022)

E. FINANCIAL REPORTS

22 1. Administrator (August 11, 2022)

23 2. Single Source (July 31, 2022)

F. COMMITTEE REPORTS

(To be brought forth from earlier Committee Meetings)

G. BYLAWS AND PERMITS

24 1. Bylaw No. 1013, 2022, Cited as “Regional District of Mount Waddington 2023 Permissive Tax Exemption Bylaw No. 1013, 2022” for 1st, 2nd and 3rd reading.

2. Bylaw No. 1013, 2022, Cited as “Regional District of Mount Waddington 2023 Permissive Tax Exemption Bylaw No. 1013, 2022” for adoption.

25-26 3. Home Away From Home Bylaw No. 1014 Report

27-28 4. Bylaw No. 1014, 2022, Cited as “Regional District of Mount Waddington Home Away from Home Bylaw No. 1014, 2022” for 1st reading

H. CORRESPONDENCE

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: September 20, 2022

J. ADJOURNMENT



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS MEETING MINUTES

July 19, 2022 at 2:00pm

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

- Chair: In Person: Andrew Hory
Directors: In Person: Sandra Daniels, Shelley Downey, James Furney, Rod Sherrell
Zoom: Dennis Buchanan, Kevin Cameron, Janet Dorward, Dennis Dugas
- Staff: In person: Greg Fletcher, Administrator; Pat English, Manager of Economic Development,
Zoom: Patrick Donaghy, Operations Manager, Nicole McDowell, Recording Secretary;
Megan Hanacek, Rural Resident Attraction Coordinator, Natalie Stewart, Tourism
Coordinator
- Public Zoom: Kathy O'Reilly

Resolution
No.

CALL TO ORDER

2:13 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**

157/2022 THAT the RDMW Board of Directors July 19, 2022 Meeting Agenda be approved as presented.

B. DELEGATIONS & RECOGNITIONS

C. MINUTES

Moved/Seconded/**CARRIED**

158/2022 THAT the Minutes of the Board of Directors Meeting held June 21, 2022 be adopted as presented.

Moved/Seconded/**CARRIED**

159/2022 That the Correspondence on the table be received and filed.

Moved/Seconded/**CARRIED**

160/2022 THAT the Cheque Registry for June 30, 2022 be received and filed.

D. STAFF REPORTS

1. Administrator Report (July 13, 2022): *Also noted:*

- *Hoping to have a Transit meeting August 10, will confirm and advise*
- *There is talk of shutting removing a portion of the Woss School as was done in Coal Harbour. The Regional District is using a classroom for the Fundamentals of Forestry Course.*

SD85 Woss
School
161/2022

Moved/Seconded/**CARRIED**

THAT an agreement be approved between SD85 and the RDMW for the RDMW to utilize portions of the Woss School and District Lot 2247 and portions of DL 2118, Rupert Land District for community purposes and for SD 85 to utilize a portion of Block L, Plan 69399,

Rupert District, for education purposes for the period from July 1, 2022, to June 30, 2027.

Moved/Seconded/**CARRIED**

SD85 CH
School
162/2022 THAT an agreement be approved between SD85 and the RDMW for the RDMW to utilize the land and Coal Harbour School Gym located on Lot 6, Plan 26113, Rupert Land District for community and emergency purposes for the period from July 1, 2022, to June 30, 2027.

Moved/Seconded/**CARRIED**

SD85 WH
School
163/2022 THAT a renewal agreement be approved between SD85 and the RDMW for the RDMW to utilize the land and Winter Harbour School, located on Lot A, Plan 319, Section 3, Rupert Land District (178 Seymour Ave) and Lots 1-4, Block 11, Plan VIP319, Section 3, Rupert Land District for recycling and other community purposes for the period from July 1, 2022, to June 30, 2027.

Moved/Seconded/**CARRIED**

Quatsino:
Telus
164/2022 THAT a renewal agreement be ratified between Telus and the RDMW for Telus to utilize a portion of Lot A, Plan 80457, Section 36, Township 18, Rupert Land District for telecommunication and storage purposes for the period from July 1, 2022 to June 30, 2027 for an annual cost of \$1500.

Moved/Seconded/**CARRIED**

165/2022 THAT the July 13, 2022 Administrator's Report be received and filed.

a) Travel Report – No Travel Report

2. a) Manager of Economic Development (July 13, 2022) *also noted:*
- *Two of the housing units that had been reserved for the Fundamentals of Forestry program for August have been sublet to Western Forest Products. Any costs not covered by the sublet will be covered by VINTAS reserves.*

Moved/Seconded/**CARRIED**

166/2022 THAT the July 13, 2022 Economic Development Manager Report be received and filed.

- b) Rural Resident Attraction Coordinator Report (July 12, 2022) Presented by Megan Hanacek. *Also noted:*
- *In order to ensure that bots don't take over contest information, there is a plan to "blue badge" the Instagram account; Currently there are 1100 entries on the contest*
 - *The active advertising is being tagged to determine the geographic location where the most views are coming from, with the idea of attracting people from other regions.*
 - *Pat noted that the campaign has done exactly what it was intended to do including expanding the knowledge of Northern Vancouver Island and the great work that Megan Hanacek has done so far.*
 - *Despite many companies still being in COVID recovery, donations to the contest have been very positive*

Moved/Seconded/**CARRIED**

167/2022 THAT the July, 2022 Rural Resident Attraction Coordinator Report be received and filed.

c) Tourism Coordinator Report (July 12, 2022), Presented by Natalie Stewart

Moved/Seconded/**CARRIED**

168/2022 THAT the July 12, 2022 Tourism Coordinator Report be received and filed.

3. Manager of Operations (July 13, 2022) *also noted:*
- *Doing a review of the recycling program. Thanks to Terry Hooper at 7 Mile, a*

compilation of printed paper stats for 2020-2021 has been tracked on an excel spreadsheet. The compilation shows that recycling dropped in 2020 but started to come back up in 2021. The breakdowns include by area and type of recycled item.

- *Dr. Ali Abedini of Sperling Hansen completed his annual landfill gas report from 7Mile showing that the biocover has removed 553 tonnes of CO₂ from the atmosphere. In addition, by taking the wood out of the waste stream, as well as the biosolids equates to over 400 tonnes of CO₂ equivalent.*
- *Manager of Operations to send out a copy of the report from Sperling Hansen*

Heiltsuk SW 169/2022 Moved/Seconded/**CARRIED**
THAT the 2021-2025 Solid Waste Agreement between the Regional District of Mount Waddington and Heiltsuk First Nation be ratified.

Kitasoo SW 170/2022 Moved/Seconded/**CARRIED**
THAT the 2022-2026 Solid Waste Agreement between Kitasoo First Nation and the Regional District of Mount Waddington be ratified.

171/2022 Moved/Seconded/**CARRIED**
THAT the July 13, 2022 Manager of Operations report be received and filed.

4. Planning and Development Services (July 13, 2022) *Also noted:*

- *Amendment to the report re: Site Permit 2022-SP-35 will be reviewed as additional information came forth of additional structures not initially noted on site permit.*
- *Noted that 2/3 of bylaw complaints have been resolved*

172/2022 Moved/Seconded/**CARRIED**
THAT the June 15, 2022 Planning and Development Services report be received and filed.

E. FINANCIAL REPORTS

1. Finance Report (July 13, 2022) Presented by the Administrator.

173/2022 Moved/Seconded/**CARRIED**
THAT the July 13, 2022 Finance Report be received and filed.

2. Single Source Report by Finance Clerk MacEachern

174/2022 Moved/Seconded/**CARRIED**
THAT the June 30, 2022 Single Source be received and filed.

F. COMMITTEE REPORTS – None

G. BYLAWS AND PERMITS- None

H. CORRESPONDENCE - None

I. OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Electoral Area Updates:

Area “A” - Broughton / Malcolm Island / Mainland

- *Salmon Days cancelled due to lack of volunteers*

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

- *A date will be provided for a community meeting at old Quatsino*
- *The CHLCC will be reviewing the opportunities arising from taking over the school*

gym for community use

Area "C"- Hyde Creek / Rupert

- *Very successful Hyde Creek Days event, lots of young people volunteering*

Area "D"- Nimpkish Valley / Woss

- *The Woss Residents Association is on summer break*
- *Drag races at the Port McNeill airport were a lot of fun*

2. Municipal Updates:

Village of Alert Bay

- *Preliminary stages for work on the town square and campground. Rising costs are a concern. There is a shortage of cement*

Village of Port Alice

- *Supply chain issues are problematic, having problems getting paint for the fitness equipment and Flowers for the public areas were late/sent back*
- *July 1 breakfast was free for the community due to volunteers and donations*
- *Lots of European tourists this summer*
- *More kids in Port Alice in the last few years, 24 kids in the summer camp*

District of Port Hardy

- *FILOMI Days was well attended, thank you to all the volunteers and sponsors who made this possible.*
- *Port Hardy Recreation has a lot of summer programs available*
- *Successful Canada Day celebration in Port Hardy*
- *BC Senior Advocate, Isobel Mackenzie came and spoke with seniors, as well as a meeting with Council*
- *Mayor Mark Baker of Sayward put together a meeting with Rogers and Shaw to discuss cell service on highway from Sayward to Port Hardy*
- *Continuing with the North Island sustainable power study, having received approvals from the Municipalities, the Regional District and ICET. Hoping to start the first part of the study in August*
- *Great meeting with North Island Community Forest group and Parliamentary Secretary Doug Routley. Looking forward to additional meetings with the Ministry of Forests, Lands and Natural Resources at UBCM in September.*

Town of Port McNeill

- *Canada 1st celebration was larger than was anticipated*
- *BC Senior Advocate, Isobel Mackenzie also met with representatives of Port McNeill and seniors from Port McNeill, Sointula and Alert Bay to discuss issues.*
- *With the day care shut down on July 1st, the town of Port McNeill offered a free babysitting course, which was attended by 30 kids.*

Questions/Comments – None

Next Meetings of the Board of Directors: Regular Meeting: August 16, 2022 at 2:00 pm

175/2022

ADOURNMENT TIME 3:39 PM

CHAIR

SECRETARY



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: August, 2022 Administration Report
DATE: August 11, 2022

Transit – Ridership has completely recovered with a projected 28,000+ annual passengers and ~\$66,000 farebox revenue. A Regional Transportation Advisory Committee meeting was held on August 10th, attended by 15 people. At the meeting, BC Transit presented the upcoming Next Ride service which will start in early September and provide riders with an app showing where buses are as well as their expected arrival times to the next stops. This should provide greater convenience to riders and hopefully an increase in ridership. In addition, the Committee approved a minor route change impacting Quatsino First Nation and reviewed the 2021 annual transit report. Strathcona Regional District transit consultant Shilpa Panicker was also introduced to the Committee and provided a brief summary of her project to review options for the SRD to provide service to their west coast communities, including possibly linking to the MWT System.

Emergency Planning – Work is proceeding on implementing 2 projects that were initiated with funding from the UBCM CEPF fund: the ESS supplies and training project and the EOC upgrade & training program.

Parks – With almost a month left to go on the camping season, Bere Point has already set a new record for user days and revenue; it cannot increase too much because 11 sites are already fully booked for the entire season and overall we are at 85% occupancy for the season. Link River is also having a good season but still has lots of vacant sites available.

Agreements- SD85. AJ Elliot School, Sointula. The agreement covers RDMW use of the Sointula School as an emergency reception centre with the following recommendation:

That an agreement be approved with SD85 for the RDMW to occasionally use a portion of the building and grounds of A.J. Elliot (Sointula) Elementary School (Lot 1, VIP18440, Section 9, Rupert Land District, to operate an emergency reception centre for the period from July 1, 2022 to June 30, 2027.

UBCM Meetings – Preliminary appointments have been made with government officials for the a meeting about emergency call out protocols for volunteer firefighters for rescue and wildfire responses. Other possible meetings include discussing regulatory obstacles to the Connected Coast project; further development of hotspots on Highway 19; continued support for training initiatives; proposed changes to building and fire inspections etc. Final requests must be in by August 23rd.

Possible Ecotrust Grant Opportunity- A new federal grant program, the “Toward Net-Zero Homes and Communities program” provides up to 100% funding for rural communities for capacity building initiatives to retrofit existing housing stock etc. Since this dovetails nicely with our existing relationship with Ecotrust, they have offered to facilitate a grant application. Unfortunately the deadline is September 7th so there has been little time to prepare. Further information will be ready for the Board meeting.

Last Meeting – This will be my last regular meeting Administrator’s report to the Board prior to my retirement date of August 31 after which David Kim will be taking over as the Chief Administrative Officer. David brings a wealth of knowledge to the RDMW from his extensive public and private experience as an engineer and more recently as the CAO for Slave Lake, Alberta and Cranbrook, BC.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON

Travel Report

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: August Travel Report
DATE: August 16, 2022

Authorization required for the following travel outside the RDMW:

| Name | Purpose | Location | Date | Est. \$ |
|----------------|---------|----------|-----------------|------------|
| Andrew Hory | UBCM | Whistler | September 11-16 | \$3,705.70 |
| Sandra Daniels | UBCM | Whistler | September 11-16 | \$3,689.18 |
| James Furney | UBCM | Whistler | September 11-16 | \$3,689.18 |
| Rod Sherrell | UBCM | Whistler | September 12-16 | \$3,176.57 |
| David Kim | UBCM | Whistler | September 11-16 | \$3,767.41 |

Motion Required. _____ (August 16, 2022)



REGIONAL DISTRICT OF MOUNT WADDINGTON ECONOMIC DEVELOPMENT DEPARTMENT MONTHLY REPORT

TO: Board of Directors

FILE: 315.03

DATE: Aug 09, 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 attended a presentation by Brodie Guy, the new CEO for Island Coastal Economic Trust (ICET), with several of the mayors and representatives from several of the First Nations. ICET has nearly exhausted its endowment and is preparing a submission to the Province of BC requesting a contribution of \$150 million to fund a sustainable Trust. RDMW has a long history of projects funded by ICET and the long-term continuity of the organization offers significant benefits to our region. The following resolution is requested from the Board to support ICET's submission to the province.

That the Regional District of Mount Waddington recognizes the economic development benefits that may be realized from a sustainable economic development trust for the region and supports the submission from ICET to the Province of BC for a permanent endowment of \$150 million to the Trust.

- 4VI (formerly Tourism Vancouver Island) is moving ahead with a review and relaunch of the north island tourism brand. Total cost of the exercise is projected at \$61,000 funded from Destination BC contributions to 4VI. VINTAC has established a steering committee to help oversee the project and we hope to present some recommendations to the VINTAC strategic planning committee in the fall.
- I completed final reports for the Community Workforce Response Grants for the Fundamentals of Forest Harvesting Practices and for the and for the Introduction to Kayak Guiding programs that we sponsored this past spring. I expect that similar programs will be offered again in 2023 and that we will be asked to facilitate. I have also completed an interim report for the Rural Community Development Grant, a copy of which was included in the Board's information package.
- I am preparing several briefing packages for the new CAO who will be joining us on September 1, 2022 and that may also be helpful if new Directors join the Board following municipal elections in October.

Respectfully submitted,

Manager of Economic Development

2022 August Resident Attraction and Retention Program Report

1) My Vancouver Island North website and social media channels (myvancouverislandnorth, #myVIN, #myVancouverIslandNorth)

- a. **Resident Attraction and Retention Ad Campaign:** We are now nearing the end of the very successful 6 week ad campaign launched on July 1, 2022 using our social media channels and website (@myvancouverislandnorth and website:www.myvancouverislandnorth.ca). During the campaign of daily posts we have been highlighting the 11 communities in the region, local attractions and amenities. Through the generous donation of local businesses we will be drawing a contest winner after the August 15, 2022 close for a 3 days/2 nights package in the Regional District of Mount Waddington (valid for 1 year).
- b. **Social Media:** Facebook currently has 2002 followers (1462 last month, 36% increase in last month). Instagram currently sits at 772 followers (472 followers last month, 63% increase in last month). The Facebook reach was 7900 accounts in the last 30 days, 630 in previous month. On Instagram the reach was 7409 accounts in the last 30 days, 1800 last month, up 311% month over month). Love Local Marketing and Megan are communicating daily on the social media reach and slight revisions to the daily posts and ads as the campaign progresses.

We will have a full summary report on the campaign for the Sept RDMW meeting

2) Executive Pulse Data Content Management System

- a. A RDMW summer student ad is currently open to assist with data entry on the Exec Pulse data system and website. In the meantime, Lisa and I have started to populate the event calendar on the myvancouverislandnorth website. The summer 2022 e-newsletter was sent out.

3) Provincial Nominee Program

- a. 35 inquiries for data package to date. We are planning a Sept 7 2022 meeting with a Sri Lanka candidate for a virtual presentation with our PNP Committee. This will be a preliminary interview to determine if we would write a support letter. Regular monthly meeting attendance and reporting with PNP government staff is occurring

4) VINTAS Committee

- a. Ongoing monthly meetings to coordinate direction and discuss various initiatives occurs. Current topics include upcoming gov't staff meetings, the ad campaign, the Fundamentals of Forestry school, etc

Respectfully submitted
Megan Hanacek

August 09, 2022

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

Vancouver Island North Tourism Report: July to August 2022

Marketing & Activity Update:

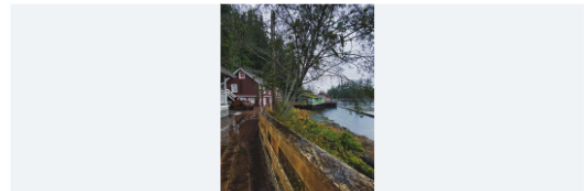
- I recently visited Sointula, Port McNeill and Port Hardy to deliver resource and promotional materials, including posters, tent cards, 'What is there to do on the North Island' flat sheets for front end staff and tourists. Additional resources have been/will be mailed to other communities, and I will continue to deliver as I visit some of the smaller communities this summer. I am working with Visitor Centre staff in Port Hardy, Port McNeill, Sointula, Alert Bay, Port Alice to help deliver to as many businesses as possible. A list of these resources along with a note to contact Natalie for anyone who may have been missed in this first round of deliveries, but would like these resources mailed or delivered (where possible) was included in our latest stakeholder newsletter.
- Social Media Stats for Facebook, Instagram and Twitter: 2021/2022
 Facebook- July 2021 - 16,731 | July 2022 - 18,206
 Instagram- July 2021 - 24,171 | July 2022 - 30,120
 Twitter- July 2021 - 1,867 | July 2022 - 2,038
- Daily Facebook and Instagram posts, monitoring closely to ensure equal distribution across all areas in our region. In addition to sharing UGC highlighting reasons to visit the region, we also post important information to share with tourists such as the newly instated coastal fire ban. Top UGC Facebook posts include:

Top Posts



Message: Moments in Alert Bay on Cormorant Island. 🇺🇸's ladybugstravel via Instagram 🇨🇦 The Regional District of Mount...

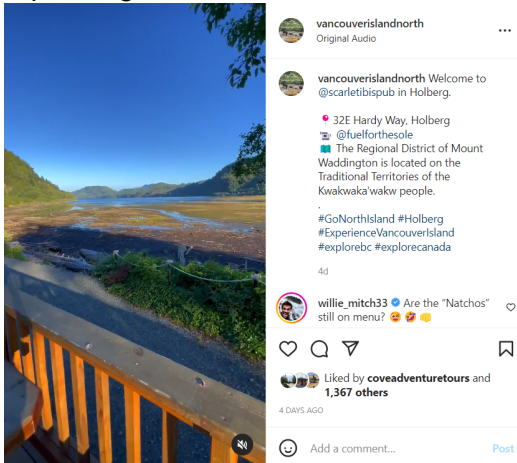
| Post impressions | Post clicks | Post like |
|------------------|-------------|-----------|
| 77,282 | 389 | 165 |



Message: "Impatiently waiting to get back to this quaint boardwalk town. I cannot wait for another summer here." 🇨🇦 Telegraph Cove 🇺🇸...

| Post impressions | Post clicks | Post like |
|------------------|-------------|-----------|
| 54,252 | 908 | 1,097 |

Top Instagram Posts:



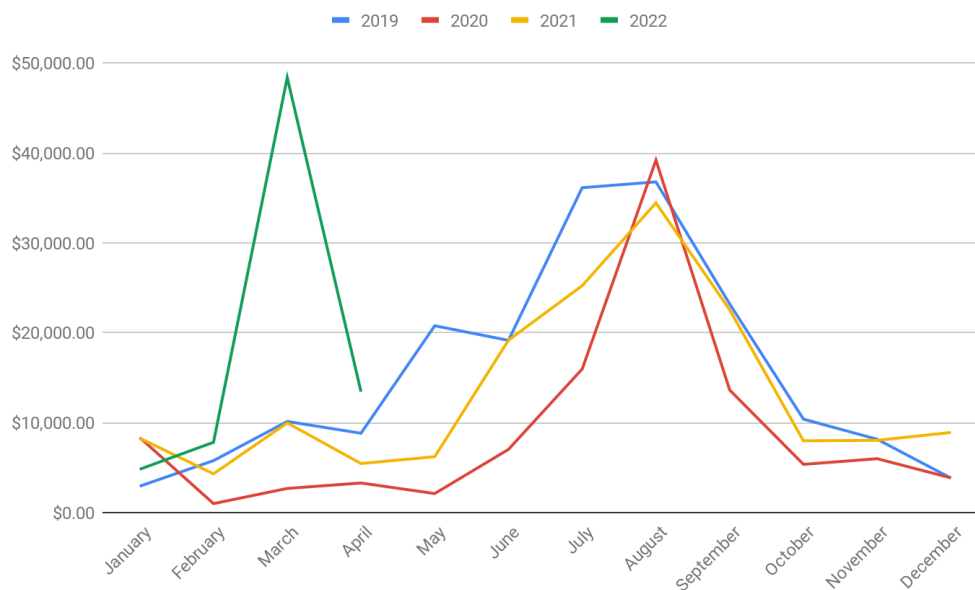
- I have been working with Pat and 4VI to get an RFP ready to go out to creative agencies for the VINT Brand-refresh project. RFP is ready to go, I just need to update timelines, once I get final comments back from VINTAC. Pat and I have also met with a group of local tourism stakeholders to ensure local and on the ground influence with this project.
- In the beginning stages of planning Fall social media influencer trips to promote the area in the off season, this campaign will follow a similar outline to the Help Local Tourism Thrive campaign. Daily social posts and stories as well as new assets (photos and video) showcasing Fall activities and scenery will be included.

Vancouver Island North Tourism Advisory Committee

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

MRDT Revenue by Month:

The Vancouver Island North Tourism project receives 80% of the first 2% (or 53.33%) of MRDT revenue collected from designated recipients in the Vancouver Island North Region (Port Hardy, Port McNeill, Alert Bay, RDMW Rural Areas & Port Alice). All MRDT collecting communities on the North Island are collecting MRDT at a rate of 3% as per the approved MRDT 5 year plan application.



| | 2019 | 2020 | 2021 | 2022 |
|--------------|---------------------|---------------------|---------------------|--------------------|
| January | \$2,917.78 | \$8,330.62 | \$8,259.55 | \$4,802.82 |
| February | \$5,761.99 | \$982.04 | \$4,294.63 | \$7,801.24 |
| March | \$10,120.56 | \$2,668.57 | \$9,959.97 | \$48,383.40 |
| April | \$8,809.07 | \$3,273.34 | \$5,438.80 | \$12,023.01 |
| May | \$20,770.41 | \$2,100.10 | \$6,198.53 | |
| June | \$19,143.08 | \$7,011.24 | \$19,162.48 | |
| July | \$36,126.77 | \$15,957.51 | \$25,225.62 | |
| August | \$36,772.69 | \$39,195.56 | \$34,441.50 | |
| September | \$23,188.65 | \$13,615.46 | \$22,537.80 | |
| October | \$10,380.61 | \$5,348.35 | \$7,967.36 | |
| November | \$8,138.24 | \$5,976.56 | \$8,020.04 | |
| December | \$3,819.56 | \$3,844.11 | \$8,895.76 | |
| TOTAL | \$185,949.40 | \$108,303.64 | \$160,402.04 | \$74,423.22 |

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: August 9, 2022

FROM: Patrick Donaghy, Manager of Operations

SUBJECT: August 2022 Operations Report

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

On July 29th, the Manager of Operations with Cody Pawluk attended an open community meeting with the residents of the community of Quatsino. Also presenting via Zoom were the Area Director, Andrew Hory and the Emergency Coordinator, Marjorie Giroux. Issues brought up at the meeting were the expansion of services for the solid waste service, priorities for the capital maintenance of the Bergh Cove public wharf and its administration. Following the meeting, staff worked with residents to do some maintenance on the wharf.

On August 2, Duncan Electric conducted an orientation of the new portable generator for the Woss water service. The generator demonstrated its ability to power Well #1 and on the following day, Well #2's generator switch had its installation completed. The only priorities remaining for the Woss Emergency Power Gas Tax project are the installation of two additional propane tanks at Well #2 and a shelter for the generator at the recycling depot/transfer station.

On August 5th, the Manager of Operations participated in a meeting to help initiate a curbside recycling program for residents of Kwakiutl First Nation at the request of the First Nation office. Also participating in the meeting were representatives of the Indigenous Zero Waste Technical Advisory Group, Recycle BC, and the District of Port Hardy. It is hoped that with sufficient community education, the service could potentially start in early 2023.

Also on August 5th, the Manager of Operations, the leadership of the Port McNeill and Woss Fire departments, plus the Fire Department Liaison for Port McNeill, Councillor Ann-Marie Baron participated in a Zoom meeting with EMBC and the Campbell River Search and Rescue (CR_SAR) Team to discuss better coordination of rescue patients in wilderness settings. These discussions will also continue between the CR_SAR and the fire departments to develop preplans with additional sessions involving BC Ambulance.

An air brake course is currently in the process of being organized with the focus on training volunteer fire fighters. Tentatively planned for the weekend of September 10/11, the course should only take a day and a half to complete with the location likely to be Port McNeill. There is a cap of 20 students with the applicants restricted to fire fighters until the last week of August after which enrollment will be open to the public.

The Regional District has received a proposed agreement from Ocean Legacy to establish an ocean waste sorting facility at 7 Mile Landfill. The facility is totally funded through a Fisheries and Oceans grant that covers the construction of a structure consisting of three (3) forty-foot (40') Seacans with a roof that has been engineer designed. The grant also covers the operational cost of transporting to the lower mainland all the waste that Ocean Legacy can recycle. At the end of the four (4) year term, the Regional District will be given the Seacans if the agreement is not renewed, and Ocean Legacy does not retrieve them from the landfill. Access to the facility will be limited to only those parties who have taken Ocean Legacy's training and are committed to abide by their protocols. It the Manager of Operations' experience

that Ocean Legacy is a reliable partner whose efforts have been critical in the past in diverting significant ocean waste from the landfill and reducing airspace loss. Therefore, the Manager of Operations recommends that the Board pass the following motion to enter into an agreement with Ocean Legacy:

THAT an agreement be approved with Ocean Legacy Foundation from September 1, 2022 to August 31, 2026 to provide space for the establishment of an "Ocean Plastic Depot" sorting facility and that Ocean Legacy will be responsible for the costs of processing and transporting the recyclable products to market and the RDMW will monitor the facility to prevent abuse and support its construction and operations.

The Regional District as it continues to implement the objectives set out and approved by the Board in the Interim Solid Waste Management Plan, needs to carry out a waste composition study. In discussions with Maura Walker and Associates (MW&A) and Fox's Disposal, a study has been designed that will reduce the initial estimated cost as laid out in the Interim Plan yet provide the needed insight as to the nature of what is being deposited into 7 Mile Landfill. The estimate by MW&A is \$16,325 which is good value as the amount estimated in the Interim Plan was \$25,000. As the cost exceeds the \$15,000 threshold set out in the purchasing policy, the Manager of Operations requests the Board approve the following:

THAT a contract be entered into with Maura Walker and Associates to carry out a waste composition study for an estimated cost of \$16,325.00, with any exceedances to require the prior written approval of the Manager of Operations.

The Manager of Operations through the efforts of the Finance Department has reviewed the costs to date as compared to the 2022 Budgets for both regional and local services. At this point in time, there are no undue concerns with only a couple of local services appearing to be over budget with the cause of unplanned opportunities arising to the benefit of the communities involved.

The Manager of Operations is finally able to complete an old action item to do an intercommunity comparison regarding the printed paper and packaging recycling performance. The results of this analysis are contained in a special report that is part of the Board Agenda package.

The Operations department continues the following:

- its preparation of the Professional Performance Management Plan required by Engineers and Geoscientists BC
- the wastewater treatment plant flow meter calibration
- 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.
- Development of the Bergh Cove Public Wharf
- EPR Administration including improvements on the EPR's.

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

OPERATIONS DEPARTMENT

MONTHLY REPORT

TO: Board of Directors **FILE:** 315.04 **DATE:** August 11, 2022
FROM: Patrick Donaghy, Manager of Operations
SUBJECT: August 2022 Operations Special Recycling Report

One of the long-standing action items that the Board requested of the Manager of Operations was a comparison of performance in regard to recycling between the communities in the Regional District of Mount Waddington (RDMW). The following report's intent is to carry out this analysis both in tonnages diverted and participation with the hopes that lessons can be learned that will contribute to better future performance.

The data used in this analysis are the 2021 Recycle BC data and surveys conducted in the summer of 2022 by RDMW staff while accompanying collection trucks during servicing of Port McNeill, Port Hardy and Coal Harbour. Special thanks should go to Tristan Mardell and Terry Hooper who did the bulk of the surveying and data compilation that made this initiative possible.

Tonnage Diverted by Community in 2021

The Table 1 (**Recyclables Tonnages Collected by Facility/Program**) contains the weight of recycled materials as per the Recycle BC statistics for 2021. One of Recycle BC's strengths is its efforts to track materials back to their origins to allow for proper compensation and accountability in regard to contamination. This data is further compiled by amalgamating the sources into the communities they are based in. For the sake of this exercise, 7 Mile Landfill's tonnage is not allocated to any particular community but is used in calculating the per capita average for the RDMW in total. These results are shown in Table 2 (Per Capita Recycling by Community).

When communities are compared for performance on a per capita basis, the stand outs are Winter Harbour and the Community of Quatsino with 111.5 kg and 72.8 kg per capita respectively. These numbers need to be viewed in context of the significant increase in both communities in the summertime versus the year-round resident numbers which are reflected in the census information used in this analysis. Given the tiny year-round population, summer can see the population triple if not quadruple in July or August. One of the other factors that contributes to these communities' success is the broadly understood knowledge that recyclables are hauled out at Recycle BC's expense whereas garbage to be landfilled is paid through local service taxation.

Other communities that have performed above the RDMW average of 44.7 kg/capita are Port McNeill/Hyde Creek (54.9 kg), Port Alice (47.2 kg), Malcolm Island (46.8 kg) and Woss (45.7 kg).

Port McNeill's performance is interesting in that the majority of its tonnage comes not from curbside recycling (68.07 tonnes) but from Island Foods stellar performance at its depot (98.21 tonnes). In Port Hardy and Cormorant Island which also have curbside collection and a depot, the curbside/depot ratio is (89.57/40.34) and (27.79/11.36) respectively. That being said, even with Island Foods contribution being removed, the weight per capita of Port McNeill's curbside program (27.2 kg when using a population of 2505) exceeds the curbside programs of Port Hardy and Cormorant Island respectively at 22.3 kg and 17.8 kg. Coal Harbor's high performance (41.3 kg) is the only program that out matches Port McNeill. One thing that was noted in the curbside collection performance is that communities with weekly garbage collection appear to divert less recyclables per capita than those with garbage collections every two weeks. Of those who had collection of waste every two weeks, only Coal Harbour was below the RDMW average, but it does not have a depot some so its recycling of foam, plastic film and glass is likely credited to Port Hardy.

The other surprising result is the success achieved by communities that only have depots for the collection of recyclables. Port Alice (47.2 kg), Malcolm Island (46.8 kg) and Woss (45.7 kg) all exceeded the RDMW average of 44.7 kg. In the case of Port Alice and Woss, the weekly collection of waste did not deter households from taking recyclables to their community depots.

Table 1: Recyclables Tonnages Collected by Facility/Program

| Location | Coloured Foam | Glass | Mixed Containers | Mixed Paper/ Cardboard | Other Plastic | PE Bags | Plastic | Curbside | White Foam | Total |
|------------------------------|---------------|--------------|------------------|------------------------|---------------|-------------|-------------|---------------|-------------|---------------|
| 7 Mile | 0.08 | 5.14 | 6.02 | 62.14 | 0.55 | 1.64 | | | 1.30 | 76.87 |
| Alert Bay (Curb Side) | | | | | | | | 27.79 | | 27.79 |
| Cormorant Island Depot | 0.03 | 1.27 | 2.21 | 7.04 | 0.11 | 0.37 | | | 0.35 | 11.36 |
| Port Hardy (Curb Side) | | | | | | | | 89.57 | | 89.57 |
| Port Hardy Return-It | 0.12 | 9.02 | 9.02 | 18.10 | 0.84 | 2.47 | 0.18 | | 0.59 | 40.34 |
| Port McNeill (Curb Side) | | | | | | | | 68.07 | | 68.07 |
| Islands Foods (Port McNeill) | 0.15 | 8.23 | 8.16 | 77.04 | 2.12 | 1.80 | | | 0.71 | 98.21 |
| Malcolm Island | 0.08 | 4.04 | 6.38 | 20.92 | 0.97 | 0.97 | 0.61 | | 0.30 | 34.27 |
| Port Alice | 0.04 | 2.32 | 5.36 | 28.66 | 0.43 | 0.60 | | | 0.54 | 37.96 |
| Community of Quatsino | | 0.35 | 0.38 | 1.58 | 0.13 | 0.13 | 0.31 | | 0.04 | 2.91 |
| Coal Harbour | | | | | | | | 7.44 | | 7.44 |
| Gwa'sala 'Nakwaxda'xw | 0.01 | 0.30 | 1.34 | 12.26 | 0.25 | 0.47 | 0.24 | | 0.30 | 15.16 |
| Winter Harbour | | | 0.39 | 2.25 | | 0.10 | | | 0.04 | 2.79 |
| Woss | | 0.29 | 1.26 | 8.59 | 0.11 | 0.35 | | | 0.16 | 10.75 |
| RDMW Total | 0.50 | 30.95 | 40.52 | 238.58 | 5.51 | 8.90 | 1.34 | 192.86 | 4.34 | 523.50 |

Table 2: Per Capita Recycling by Community

| | Total Tonnage | Population | Recycling Kg/ Capita | Garbage kg/Capita |
|-----------------------------|---------------|--------------|----------------------|-------------------|
| 7 Mile | 76.9 | | | |
| Cormorant Island/ Alert Bay | 39.2 | 1558 | 25.1 | 490 |
| Port Hardy | 129.10 | 4005 | 32.4 | 680 |
| Port McNeill/ Hyde Creek | 166.3 | 3029 | 54.9 | 440 |
| Malcolm Island | 34.3 | 733 | 46.8 | 670 |
| Port Alice | 37.10 | 805 | 47.2 | 570 |
| Community of Quatsino | 2.9 | 40 | 72.8 | 400 |
| Coal Harbour | 7.4 | 180 | 41.3 | 680 |
| Gwa'sala 'Nakwaxda'xw | 15.2 | 491 | 30.9 | 680 |
| Winter Harbour | 2.8 | 25 | 111.5 | 1,660 |
| Woss | 10.7 | 235 | 45.7 | 1,130 |
| Average RDMW | 523.5 | 11701 | 44.7 | 590 |

Analysis of Curbside Recycling Collection

A staff member from 7 Mile Landfill accompanied Fox's Disposal's collection trucks as they did their route through Port McNeill, Port Hardy and Coal Harbour to do a survey of household participation in recycling. Data collected included which houses participated and which didn't, which houses were found to put wrong items into the recycling containers, and which put out more than one can.

| | Participating | Non-Participating | % Non-Participating | Contamination | % Contamination | Multiple | % Multiple Containers | Total Households |
|--------------|---------------|-------------------|---------------------|---------------|-----------------|----------|-----------------------|------------------|
| Port Hardy | 895 | 416 | 32% | 39 | 3% | 282 | 22% | 1311 |
| Port McNeill | 453 | 400 | 47% | 20 | 2% | 144 | 17% | 853 |
| Coal Harbour | 39 | 92 | 70% | 3 | 2% | 9 | 7% | 131 |

The results of the surveying were quite surprising in that Port Hardy households' participation (68%) greatly exceeded those of Port McNeill's (53%) or Coal Harbor's (30%) programs. Given that the surveys were conducted in July, a prime occupancy period for households in the RDMW's communities, not even seasonal usage explains Port Hardy's performance. What is even more remarkable is that Port Hardy also leads in percentage of households who put out more than one recycling container. The data implies that while household in Port Hardy are highly participatory in curbside recycling, they generally put out less material than Port McNeill and Coal Harbour. It should be noted at the start of the curbside recycling program, both Port McNeill and the RDMW worked closely with Fox's Disposal to educate the public about what was allowed in the curbside program. There is a possibility that Port Hardy's performance could see significant improvement

if the programs opportunities were better communicated to the public. Improvements in other communities could also be gained by reinvesting in education. Again, the possibility of weekly collection may also reduce the incentive to divert materials from the waste stream.

Some other findings of the survey are as follows:

- Contamination in all three communities is between 2-3%, a result that is the envy of any community in British Columbia. Given how thorough Fox's Disposal in reviewing bins, all communities should be very proud of these results.
- Spatially, participation is tied to "clumps" where the dispersal of participation ranges significantly from street to street. This almost implies that if my neighbors recycle, then I become incentivized to do so too so as to not be different.
- Initial review does not tie property value to participation as neighborhoods with lower assessment properties have very good participation rates
- There is a significant number of properties who do not participate in garbage collection on the days that the survey occurred. Non-participation in Port Hardy (32%) and Port McNeill (29%) could be tied to households being away or that some portion of these homes are unoccupied at least a portion of the year.

If any Board member wishes to view the raw data for the participation survey, please feel free to contact me at your convenience. The data is found in the form highlighted maps.

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:** August 16, 2022
FROM: June Kwon, Planning Assistant, Planning Department
SUBJECT: August 2022 Planning & Development Services Department Report

1. Site Permit:

- a) 2022-SP-36-TC: issued with respect to a new primary dwelling unit with attached garage and detached accessory structure, boat house.
- b) 2022-SP-38-TC: issued with respect to a new primary dwelling unit including attached garage and attached accessory structure, boat house.

2. Crown Land Tenures:

- a) Valetudo Holdings Ltd. (1402181) – Malcolm Island: transfer of Lease No. V893424 with respect to a 0.03 hectares site described as *'Unsurveyed Crown foreshore or land covered by water being part of the bed of Rough Bay, Rupert District, containing .03 hectares, more or less.'* near Rough Bay, Malcolm Island.
- b) Timothy Linser (0139248) – Winter Harbour: the licence, V927344 is issued for the area described as *'That part of District Lot 743; together with unsurveyed Crown foreshore or land covered by water being part of the bed of Winter Harbour;'* 6 year-term, commencing on March 21st of 2022, for commercial recreation dock purposes.
- c) Coal Harbour Park (1404722) – Coal Harbour: tenure, previously *Licence of Occupation No. 113149*, have been replaced regarding Coal Harbour Public Park near Leash Road, Coal Harbour; tenure area is described as *'That part of Section 1, Rupert District together with Unsurveyed Crown foreshore or land covered by water being part of the bed of Stephens Bay, Rupert District, containing 0.4 hectares, more or less;'* commencing on December 10th of 2021, to be utilized as public community park.

3. Crown Referral:

- a) 20220917-REF-148467634-161769-Sherpa II Holdings Corp: referral of Crown Land Tenure Application; applicant anticipates conducting exploration drilling program at Bakar site, which is designed to test for porphyry copper mineralization near the Elephant Crossing near Holberg.
- b) 20220826-REF-148775483-1404980-Yaxwa'es'dam Fisheries Society: referral of Crown Land Tenure; applicant intends to obtain *Nominal Rent Tenure* to refurbish and renew the Warner Bay Hatchery located in the Seymour Inlet area. Applicant states that the project will be managed by Gwa'sala-'Nakwaxda'xw First Nation and the Council / Community are in support of the Hatchery project.

4. Development Variance:

- a) 2022-DVP-01-CH: application requesting setback relaxation was forwarded to *Coal Harbour Local Community Commission (CHLCC)* on 20th of July for its review and comment.

5. Zoning Bylaw Amendments:

- a) 2022-ZBA-01-CH: a Development Application has been received with respect to a 33 acres property in Coal Harbour; applicant is requesting amendment on his / her property's Zoning so that the land use can be more coherent to existing Official Community Plan; once rezoning occurs, the proponent intends to utilize the property with usages permitted under General Commercial Zone of Coal Harbour Zoning Bylaw No. 669; planning staff will attend upcoming CHLCC to request review of application and thus comments.

6. Bylaw Enforcement:

- a) 2022-BENF-01-MI: file closed; planning department received a response from the property owner; property owner explained planning staff of current condition of the property and his / her continuous effort to ensure the compliance with applicable provisions of Malcom Island Zoning Bylaw No. 725, 2006.
- b) 2022-BENF-03-MI: file closed; planning staff provided information of applicable provisions of Malcolm Island Zoning Bylaw No. 725, 2006 and conversed with property co-owners regarding possible approaches to address infringements; property co-owners indicated their intentions to provide best effort to remediate the issue.
- c) 2022-BENF-05-HC: file closed; planning department received a response from the property owner; planning staff clarified conditions of covenants and building scheme associating with complainees's property.
- d) 2022-BENF-07-NH: file closed; planning department conducted a site visit to complainees's property; planning staff confirmed that reported property conforms with applicable zoning bylaw, Hyde Creek; planning staff also provided explanations on the road right-of-way / easement that associates with complainants' property.
- e) 2022-BENF-08-WH: planning department received calls from residents of Winter Harbour expressing their concerns regarding one local resident's on-going activities with intention to establish RV park / campground in residential lots; through conducted site visit, on 16th of June, planning staff also noticed excavated portion of what appears to be public road right-of-way and one of complainants informed planning staff that the culvert work was done by the same individual who is infringing zoning bylaw; planning staff forwarded information with photographs to relevant agencies, including, *Ministry of Transportation and Infrastructure* and *Island Health*; planning staff intends to conduct follow-up site visit in collaboration with Island Health.

7. Miscellaneous:

- a) Site Visit; planning department conducted site visits to;
 - i. July 20th, 2022 – Coal Harbour
 - ii. July 23rd, 2022 – Telegraph Cove; in relation to site permit application '2022-SP-35,' '2022-SP-36' and '2022-SP-38.'
 - iii. July 23rd, 2022 – Alder Bay; in relation to site permit application '2022-SP-37.'
 - iv. August 09th, 2022 – Hyde Creek: in relation to '2022-BENF-04-HC' and to assess beach accesses via Whitney's Way, Velie Lane and Lanqvist Road.
 - v. August 09th, 2022 – Nimpkish Heights: in relation to bylaw complaint regarding the right-of-way / easement issue.

Respectfully Submitted,

June Kwon, Planning Assistant

Approved by

Greg Fletcher, MCIP



REGIONAL DISTRICT OF MOUNT WADDINGTON

REPORT

TO: BOARD
FROM: Greg Fletcher, Administrator
SUBJECT: **August, 2022 Finance Report**
DATE: August 11, 2022

Contract Treasurer Oakman will be available again later this week so that we can finish off the process of closing the books on 2021. Further updates will be provided at the Board meeting regarding the approval of audited statements. Staff are also having to deal with a standard UBCM audit of our gas tax reporting.

Following up on the presentation by the MFA's Shelley Hahn the Policy Committee is reviewing the investment policy to facilitate longer term investments with potentially higher yields.

Respectfully Submitted,

Greg Fletcher, Administrator



REGIONAL DISTRICT OF MOUNT WADDINGTON
Single Source Awards

TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Shelley MacEachern, Finance Clerk

DATE: August 11, 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 - July 2022 - NIL REPORT

| DATE | CHEQUE # | PAYABLE TO | AMOUNT | Description | Service |
|------|----------|------------|--------|-------------|---------|
| | | | | | |



REGIONAL DISTRICT OF MOUNT WADDINGTON

BYLAW NO. 1013

A bylaw to exempt land and improvements on recreational and service Properties from taxation within the Regional District of Mount Waddington.

WHEREAS certain land and improvements exist for various public amenities;

AND WHEREAS the Regional District of Mount Waddington under the provisions of Section 391 of the *Local Government Act RS2015* wishes to exempt certain lands and improvements from taxation in 2023;

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

Land and improvements on the following properties are exempt from taxation for the year 2023 to an amount equal to 100% of the net taxable value of the land and improvements:

1. Seven Hills Golf & Country Club, Lot 1, Plan 38029, Section 16 TP 3, Rupert Land District, Roll No.785-15189.005.
2. Sayward Fish & Game Association, DL 461, Rupert Land District, parts of DL 461 & 462, LBF 1406370, for rifle and trap range purposes, Roll No. 785-27506.875.
3. Nimpkish Valley Rod & Gun Club, Section 21, Rupert Land District, LCB 1405338, skeet trap pistol and rifle range purposes, former SUP 9368, Roll No.785-26105 .550.
4. Tri-Port Speedway Association, Lot 1, Section 16, Township 6, Rupert Land District, Plan VIP52750, Roll No. 785-27509.808.

This Bylaw may be cited as the "Regional District of Mount Waddington 2023 Permissive Tax Exemption Bylaw No. 1013, 2022".

READ A FIRST TIME THIS DAY OF , 2022

READ A SECOND TIME THIS DAY OF AUGUST, 2022

READ A THIRD TIME THIS DAY OF AUGUST, 2022

ADOPTED THIS DAY OF AUGUST, 2022

SECRETARY

CHAIR



REGIONAL DISTRICT OF MOUNT WADDINGTON

MEMORANDUM

File:321.01

TO: Board

FROM: Greg Fletcher, Administrator

SUBJECT: 'Home Away from Home' Establishment Bylaw

DATE: August 10, 2022

For many years RDMW residents and their families have often encountered problems finding accommodation for either themselves and or their loved ones when they leave their communities for medical treatment. When the new North Island Hospital Campbell River & District opened in 2017, a site was reserved for a space to address this need. In response, our colleagues at the Strathcona Regional District (SRD) initiated their own "Home Away from Home" service which would assist non-profits who were building these facilities (the first, the Children's Health Foundation's Qwalayu House opened last year). This bylaw was adopted in August 2020 and, as the service will serve the entire Campbell River hospital catchment area that includes the RDMW, the SRD has in turn requested that the RDMW provide a similar nominal level of ongoing operational funding. The Board agreed, in principle, to match the proportionate level of funding which was up to 2.3 cents per thousand dollars of assessment (currently yielding about \$38,000).

The attached bylaw will provide this level of support as well as supporting potential similar facilities near health care facilities within the MWRHD. This will help fill a niche that exists within the RDMW for patients and families travelling to and from some of our more remote communities. In addition, the proposed bylaw also will address a similar potential need that arises from time to time for health care and emergency service workers who may not be able to find accommodation on short notice. An additional limit of 1.7 cents per thousand assessment is sought to address this (yielding up to about \$28,000 annually).

Before adopting an establishment bylaw, the RDMW must address several criteria as prescribed by the Local Government Act (LGA) and the Community Charter with respect to the content and process associated with the Service Establishment Bylaw. The proposed process suggested for the Bylaw is to follow a similar process that was used by the SRD:

- 1) Prepare Draft Service Establishment Bylaw. (current stage, with first reading)
 - a) A description of the service that includes the entire Regional District;
 - b) The service area boundaries. In 2022 the assessed net taxable value of properties in this area was approximately \$1,644,837,000 with a converted value of \$2,845,500,000.
 - c) The method of cost recovery. Proposed to be by:
 - i) Property value tax
 - ii) Revenues from;
 - iii) Other (gifts, agreement, grant, enterprise or otherwise), or
 - iv) Any combination of the above.
 - d) Taxation Limits. Set as \$0.04/\$1000 of the net taxable value of land and improvements in the service area.

- 2) Recommended Method for Obtaining Approval of Electors:
Alternative Approval Process (AAP) (s345, *Charter 86(2)*). This involves a counter petition by property owners opposed to the service. If the counter petition is signed by 10% of eligible electors within the service area, the Service Establishment Bylaw must then receive the assent of the electors by referendum if it is to be considered further.

If this is approved, a report will be prepared for the next Board meeting that determines the total number of eligible voters, the AAP public Notice and the Elector Response form.
- 3) Preliminary Review by the Ministry of Municipal Affairs.
This has already been initiated and should be completed prior to further readings.
- 4) Regional Board Review and 2nd and third readings:
This will be done in conjunction with assent process above.
- 5) Provincial Approval
The RDMW must submit the Service Establishment Bylaw as well as the proposed method for obtaining the approval of the electors which has been approved by the Regional Board, to the Inspector of Municipalities for review and approval.
- 6) Required Public Advertising.
2 Consecutive weeks with deadline 30 days after the last advertisement.
- 7) Undertake Alternative Approval Process
RDMW staff undertakes the process associated with the approved method for obtaining approval of the electors.
- 8) Adoption by Regional Board
Should the Service Establishment Bylaw be successful as per the approved method for obtaining approval of the electors, it is presented to the Regional Board for adoption.
- 9) Service Commencement.
After adoption, the Bylaw will be sent to government agencies including the Surveyor of Taxes and the BC Assessment Authority. The approval will not likely happen in time for the 2023 budget so it is anticipated that the service would not be funded until 2024.

Current action required: Approve the draft process and provide first reading to the Bylaw.



REGIONAL DISTRICT OF MOUNT WADDINGTON

HOME AWAY FROM HOME SERVICE BYLAW NO. 1014

BYLAW TO ESTABLISH A SERVICE FOR SUPPORTING THE PROVISION OF SHORT-TERM ACCOMMODATION FOR HEALTH CARE PATIENTS AND THEIR FAMILIES AS WELL AS FOR HEALTH CARE AND EMERGENCY SERVICE PERSONNEL

WHEREAS the Regional District may, pursuant to the *Local Government Act*, operate any service that it considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional Board wishes to establish a service that would provide hospital patients and family members with accommodation while receiving treatment or accessing services at the within the Regional District of Mount Waddington and facilities elsewhere that serve Regional District residents; AND to assist, when deemed necessary, in the provision of accommodation for newly arrived or interim health care and emergency service workers;

AND WHEREAS participating area approval has been obtained in accordance with Division 4 of Part 10 of the *Local Government Act*;

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

Service Established

1. There is hereby established a service to be known as the Home Away from Home service.

Definition

2. In this bylaw, unless the context otherwise requires,

"**short term accommodation**" means living accommodation that is designed for short term use by persons who are awaiting hospital procedures or have been recently discharged from hospital and family members of such persons;

"**emergency service accommodation**" means living accommodation that is designed for short term use by persons who are newly arrived or interim staff persons who are providing emergency services within the Regional District of Mount Waddington.

Service Described

3. a) Contribution to the cost of the design, development, construction, operation and maintenance of facilities to provide short term accommodation for hospital patients and their families health care facilities within the Regional District of Mount Waddington and other facilities serving Regional District residents, including the North Island Campbell River Hospital.
b) Coordination of the provision of short-term accommodation for patients and families of patients and emergency service accommodation with emergency service employers and accommodation providers.

Service Area Boundaries

4. The boundaries of the service area include the entirety of the Regional District of Mount Waddington.

Participating Areas

5. The participating areas for the service are the District of Port Hardy, Town of Port McNeill, Village of Alert Bay, Village of Port Alice, Electoral Area A, Electoral Area B, Electoral Area C, and Electoral Area D.

Cost Recovery

6. The annual cost of operating the service shall be recovered by one or more of the following methods:
 - (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the Local Government Act;
 - (b) revenues received by way of agreement, enterprise, gift, grant or otherwise;
 - (c) revenues raised by other means authorized by the Local Government Act or another Act.

Limit on Requisition

7. The maximum amount that may be requisitioned annually for the service is the equivalent of \$0.04 per 1,000 of the net taxable value of land and improvements in the service area.
 - a) This includes a contribution that may be made to match the contribution of the Strathcona Regional District to provide hospital patients and family members with accommodation while receiving treatment or accessing services at the North Island Hospital Campbell River and District with a rate up to \$0.023 per 1,000 of the net taxable value of land and improvements in the service area.

Apportionment of Costs

8. The annual net costs of the service shall be apportioned to the participating areas on the basis of the converted value of land and improvements for hospital district purposes.

Citation

9. This bylaw may be cited for all purposes as “Regional District of Mount Waddington Bylaw No. 1014, being Home Away From Home Service Establishing Bylaw”

READ A FIRST TIME ON THE DAY OF, 2022

READ A SECOND TIME ON THE DAY OF, 2022

READ A THIRD TIME ON THE DAY OF, 2022

APPROVED BY THE INSPECTOR OF MUNICIPALITIES ON THE DAY OF, 2022

APPROVAL OF THE ELECTORS RECEIVED ON THE DAY OF, 2022

RECONSIDERED, FINALLY PASSED AND ADOPTED ON THE DAY OF, 2022

CHAIR

ADMINISTRATOR