



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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/85760697324?pwd=VU9VdE1a1lvN1cxYTQ2YXM2OHYyQT09>

Page(s) **CALL TO ORDER**

**A. APPROVAL OF AGENDA**

- 1-3 1. Adopt October 18, 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.*

**C. MINUTES**

- 4-9 1. Minutes of the Board of Directors Meeting held September 20, 2022 as Presented (or amended)

*Available  
for Review*

2. District of Port Hardy – Regular Council August 9, 2022; Town of Port McNeill – Regular Council Meeting – June 28, July 12, August 9, September 27; Committee of the Whole – July 5, July 12, July 18, 2022; Village of Alert Bay – Regular Council August 22, September 12, 2022

*Available  
for Review*

3. Cheque Register Report (September 30, 2022)

**D. STAFF REPORTS**

1. Administrator – Verbal Report

- 10 b) Travel Report – October 18, 2022

- 11 2. a) Manager of Economic Development (October 7, 2022)

**Recommendation:**

*THAT the Regional District of Mount Waddington supports the funding application from North Island College for a Wilderness Resort Operator Foundation Program and will assist with the development of the program and marketing the opportunity to participants.*

- 12 b) Rural Resident Attraction Coordinator Report (October 11, 2022)

- 13-14 c) Tourism Coordinator Report (October 7, 2022)

- 15-16 3. Manager of Operations (October 7, 2022)

**Recommendations:**

1. *THAT the Regional District of Mount Waddington supports the Sointula Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer &*

*Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training*

2. *THAT the Regional District of Mount Waddington supports the Hyde Creek Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training*
  3. *THAT the Regional District of Mount Waddington supports the Woss Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training*
  4. *THAT the Regional District of Mount Waddington supports the Coal Harbour Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training.*
4. Manager of Planning and Development Services (October 11, 2022)

**Recommendation:**

*THAT the Board of Directors gives first reading to Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 1015, 2022, which proposes to amend Coal Harbour Zoning Bylaw No. 669, 2002 by changing the applicable zoning category from the Forestry (FR-1) to the General Commercial Zone (GC-1), for the property described as:*

- *That Part of PARCEL "A"(DD 97793-I) OF SECTION 1, RUPERT DISTRICT (FORMERLY QUATSINO DISTRICT), PLAN 542, EXCEPT PLANS 598-R, 4926, 4928, 9566, 10196, 11638 AND 16214 (Parcel Identifier 001-486-195) containing 33 acres (13.35 hectare)*

*AND FURTHER THAT the Board of Directors directs staff to refer Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 1015, 2022 to the following agencies for review and comment by November 15, 2022: Quatsino First Nation, Island Health, Ministry of Forests, Ministry of Environment, Ministry of Transportation and Infrastructure, and Fisheries and Oceans Canada.*

*AND FURTHER THAT the Board of Directors directs staff to undertake preparations for advertising and conducting a public hearing with respect to Coal Harbour Zoning Bylaw No. 669, Amendment Bylaw No. 1015, 2022 at 12:00pm on November 15, 2022 at the Regional District office addressed as 2044 McNeill Road, Port McNeill, BC, in accordance with Section 464 of the Local Government Act."*

**E. FINANCIAL REPORTS**

1. Treasurer – Verbal Report
- 17 2. Single Source – September 30, 2022

**F. COMMITTEE REPORTS**

*(To be brought forth from earlier Committee Meetings)*

**G. BYLAWS AND PERMITS**

- 18-19 1. Bylaw No. 1015, cited as "Coal Harbour Zoning Bylaw No. 669, 2002, Amendment Bylaw No. 2015, 2022" for 1<sup>st</sup> reading.

**H. CORRESPONDENCE - None**

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**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: November 15, 2022

**J. ADJOURNMENT**



# REGIONAL DISTRICT OF MOUNT WADDINGTON

## BOARD OF DIRECTORS

### MEETING MINUTES

September 20, 2022 at 2:00pm

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

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

Staff: In person: Pat English, Manager of Economic Development, Patrick Donaghy, Operations Manager; June Kwon, Planning Assistant  
Zoom: David Kim, Administrator; Gerry Little, Arena Manager; Nadine Weldon, Recording Secretary; Nicole McDowell; Megan Hanacek, Rural Resident Attraction Coordinator, Natalie Stewart, Tourism Coordinator

Public In person: Derek Lamb & Gaby Martin - Chan, Nowosad & Boates, Chartered Accountants/Auditors  
Zoom: Kathy O'Reilly,

Resolution No. **CALL TO ORDER** **2:00 PM**

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

#### APPROVAL OF AGENDA

Moved/Seconded/**CARRIED**  
200/2022 THAT the RDMW Board of Directors September 20, 2022 Meeting Agenda be approved as amended.

#### DELEGATIONS & RECOGNITIONS

##### MINUTES

Moved/Seconded/**CARRIED**  
201/2022 THAT the Minutes of the Board of Directors Meeting held August 16, 2022 be adopted as presented.

Moved/Seconded/**CARRIED**  
202/2022 That the Correspondence on the table be received and filed.

Moved/Seconded/**CARRIED**  
203/2022 THAT the Cheque Registry for August 31, 2022 be received and filed.

#### STAFF REPORTS

1. Administrator Report : *Also noted:*
  - *Introduction of David Kim as the new CAO of the Regional District of Mount Waddington.*
  - *Honored to be part of the team, and look forward to working with the board, staff and community.*

- *Very happy to explore the North Island and explore all there is to see*
- *The 2023 Budget planning will start with*
  - o *Department Business Planning that identifies strategic direction based on Board directions and community needs*
  - o *Service Gaps*
  - o *Industry trends*
  - o *This will morph into an annual corporate workplan, which will become the basis for the annual financial budget. The purpose of using business planning is align the Board vision with administration, allowing for preplanning, strategizing for the future and allowing progress monitoring.*
  - o *Treasurer hiring – 3 applications have been received with 2 strong applicants. It is planned to extend the posting to strengthen the pool of candidates*
  - o *A Board Orientation and Director's manual will be provided for the new board coming in which will include the following:*
    - o *Policies*
    - o *Bylaws*
    - o *Conflict of Interest*
    - o *Code of Conduct*
    - o *Roles and Responsibilities*
- *Transit report as noted in the circulation package shows that the accumulated revenue has risen by 12% and ridership is up by 21%. This shows a positive trend and recovery from COVID numbers.*

Moved/Seconded/**CARRIED**

204/2022 THAT the verbal September 20, 2022 Administrator's Report be received.

Travel Report

Moved/Seconded/**CARRIED**

205/2022 THAT the Travel Report be approved as amended.

2. Arena Report (September 9, 2022)
  - *Any water that comes through the arena must be filtered. Currently there is a chronic issue with scale buildup.*
  - *This is a filter media that doesn't use salt, instead uses a charcoal water filtration system. Using a charcoal water filtration system would extend the life of the water supply equipment.*
  - *This would also reduce the run time on the compressor when creating ice, as it would mean that the impurities in the water would not have to be frozen, shortening the time required for freezing.*
  - *The system filters approximately 30 gallons per minute and the filters would need to be replaced every three years.*
  - *The system will also assist with reducing the current scale in the system (on the machine parts), this will be a slow but steady process, leading to zero scale on the internal parts.*
  - *The price tag includes filters and should be good for approximately 10 years.*
  - *Funding may be possible through the CARIP reserve funds, which currently has \$28,000 in the reserve fund as of December 31, 2021.*

Moved/Seconded/**CARRIED**

206/2022 THAT a Climate Action Fund application for a One-Flow Anti-Scale System and one Big Bubba Charcoal Filtration system for the Chilton Regional Arena, CAF-2022-02 be approved for funding from the Climate Action Reserve Fund in the amount of \$14,000.00

3. Manager of Economic Development (September 7, 2022 & September 20, 2022)  
*Update to Nimpkish Heritage Park timing to: completion to this fall.*

Moved/Seconded/**CARRIED**

207/2022 THAT the Regional District of Mount Waddington supports the development of a Mobile Health Training Facility will contribute to the planning of such an initiative to be led by North Island College, up to \$20,000 subject to availability of matching funding. Furthermore, we will actively pursue other funding sources as may be needed to help complete a viable financing plan.

Moved/Seconded/**CARRIED**

208/2022 THAT VINTA reserves not exceeding \$18,090 shall be contributed to the development of a new website as part of the review and relaunch of the North Island Tourism brand, this work to be undertaken by Array as part of their contract with 4V1.

Moved/Seconded/**CARRIED**

209/2022 THAT the September 7, 2022 Economic Development Manager Report be received and filed.

Moved/Seconded/**CARRIED**

210/2022 THAT the September 20, 2022 Economic Development Manager Addendum Report be received and filed.

- b) Rural Resident Attraction Coordinator Report (September 7, 2022) Presented by Megan Hanacek. *Also noted:*
- *Winner of the Contest was Carina Soper ... who is from the lower mainland. She has expressed that she is very excited to come up to the North Island and explore all that we have to offer up here.*
  - *Just a reminder that the Provincial Nominee Program is very complicated and intense and the application can be up to 200 pages.*

Moved/Seconded/**CARRIED**

211/2022 THAT the September 7, 2022 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (September 7, 2022), Presented by Natalie Stewart  
*Also noted:*
- *That the resident juvenile humpback whale, Poseidon is back in the inlet in Port Alice*

Moved/Seconded/**CARRIED**

212/2022 THAT the September 7, 2022 Tourism Coordinator Report be received and filed.

4. Manager of Operations (September 8, 2022) *also noted:*
- *Tony Sperling of Sperling Hansen attended and feels confident that the site has the potential for future landfill space, which would allow 7 Mile to run well into the 22<sup>nd</sup> century*
  - *Seacans for the will be arriving for the Green Waste sorting facility at 7 Mile Landfill later this week*
  - *Draft environmental assessment has been received and will be combined with the an interim report from Sperling Hansen to be presented at a future meeting with the Kwakiutl Band Council to discuss the ongoing planning for 7 Mile Recycling and Landfill.*
  - *John Motherwell was up and assisting with future sewer projects as well as documenting work completed.*
  - *Thank you to the members of the Board, last four years have been extremely challenging, appreciate your support throughout the last four years.*

Moved/Seconded/**CARRIED**  
212/2022 THAT the September 8, 2022 Manager of Operations report be received and filed.

5. Planning and Development Services (September 8, 2022) *Also noted:*

Moved/Seconded/**CARRIED**  
213/2022 THAT the August 16, 2022 Planning and Development Services report be received and filed.

### **FINANCIAL REPORTS**

1. Finance Report – Verbal Report Presented by the Treasurer.

*There are 3 reports.*

- *The Finance department staff are working hard to keep up with 2022. There has been review of some of the transactions, including Grants in Aid.*
- *Introduction of Auditors from Chan, Nowosad and Boates*
  - o *Review of the Financial Statements from Chan Nowosad and Boates*
  - o *Review of the Management Report and process need to complete this*
  - o *Review of the Auditor report, in conjunction with the Draft Financial Statement which outlines the responsibilities of both the Board and the Auditors*
  - o *Significant changes on the statement of Financial Position*
  - o *Changes are outlined in the changes of cash flow, include various investments.*
  - o *There was also an increase in deferred revenue due to grant projects awaiting completion.*
  - o *Decrease in the Landfill Closure and Post Closure costs due to reduction of post closure costs. (from 100 years to 30 years). The savings amount was entered into the revenue for 2021, in the amount of \$1,987,324.*

Moved/Seconded/**CARRIED**  
214/2022 THAT the Regional District of Mount Waddington Board approve 2022 Grant in Aid for Mount Cain Alpine Park Society for \$40,000, as per the 2022 Mount Waddington Regional District Budget.

Moved/Seconded/**CARRIED**  
215/2022 THAT the Regional District of Mount Waddington Board approve 2022 Grant in Aid for Seven Hills Golf and Country Club for \$40,000, as per the 2022 Mount Waddington Regional District Budget.

Moved/Seconded/**CARRIED**  
216/2022 THAT the 2021 Financial Statements be approved as presented.

Moved/Seconded/**CARRIED**  
217/2022 THAT the September 20, 2022 Finance Report be received.

Single Source Report by Finance Clerk MacEachern

Moved/Seconded/**CARRIED**  
218/2022 THAT the August 31, 2022 Single Source be received and filed.

### **COMMITTEE REPORTS – Planning Committee**

Moved/Seconded/**CARRIED**  
219/2022 THAT the Planning Department proceed with the notification process as per Section 499,

Notice to Affected Property Owners and Tenants, as per the Local Government Act, with reference to 2022-DVP-01-CH Application.

## **BYLAWS AND PERMITS - None**

## **CORRESPONDENCE - None**

## **OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING**

Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- *Looking forward to new housing development*
- *Hope to give David Kim a tour of Sointula*

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

- *Nothing to report.*

Area "C"- Hyde Creek / Rupert

- *Good planning meeting at the Hyde Creek APC with June Kwon, Planning Assistant in attendance.*
- *Issue with animal control and roaming goats. Discussion ongoing with solutions provided to the concerned citizen.*

Area "D"- Nimpkish Valley / Woss

- *Will be attending my last meeting of the WRA*
- *2 candidates for new Electoral Area Director D*

## **2. Municipal Updates:**

Village of Alert Bay

- *UBCM was very interesting and informative*
- *Looking forward to Greg's retirement party on Saturday*

Village of Port Alice

- *Information signs in place, there almost look 3D*
- *Outside gym equipment has finally arrived (after months long delay)*
- *OCP well underway, great participation*

District of Port Hardy

- *Port Hardy 16 different meetings with ministries at UBCM and included*
  - o *Supportive and Other Housing*
  - o *Mental Health Car for RCMP*
  - o *Funding programs to address food insecurity on the North Island*
  - o *Staffing Shortage solutions for the Health Care Sector on the North Island*
  - o *ICBC Insurance renewal program,*
  - o *Community Forest Expansion*
  - o *Tourism Stimulus*
  - o *Public Transit on Highway 19*
  - o *Support of Salmon Farm fishing and Wild Fisheries*
  - o *Support of ICET funding*
  - o *Public Transit on Highway 19*
- *Thank you to Janet and volunteers for the Terry Fox run last weekend*
- *Thank you to the Port Hardy recreation staff for a great summer*
- *Look forward to the upcoming election and many thanks to those who have participated on council for the last four years*



Town of Port McNeill

- *New updated zoning bylaw*
- *The North Island Music Festival was held at end of August and was very successful*
- *Thank you for the support of nomination of Director at Large at UBCM.*

Questions/Comments – None

Next Meetings of the Board of Directors: Regular Meeting: September 20, 2022 at 2:00 pm

217/2022     **ADOURNMENT**     **TIME 3:27 PM**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY

DRAFT



**REGIONAL DISTRICT OF MOUNT WADDINGTON**

**Travel Report-Revised**

**TO:** BOARD  
**FROM:** David Kim, Administrator  
**SUBJECT:** October Travel Report  
**DATE:** October 18, 2022

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Authorization required for the following travel outside the RDMW:

<b>Name</b>	<b>Purpose</b>	<b>Location</b>	<b>Date</b>	<b>Est. \$</b>
David Kim	Vancouver Island Economic Alliance Conference	Nanaimo	October 25-27	\$1,248.98

Motion Required. \_\_\_\_\_ (September 20, 2022)



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

**TO:** Board of Directors

**FILE:** 315.03

**DATE:** Oct 7, 2022

**FROM:** Pat English, Manager of Economic Development

**SUBJECT:** Monthly Economic Development Department Report

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During the past month I was absent on medical leave for several days and accordingly I have only a few economic development activities to report:

- I have been working with our new CAO to arrange briefing sessions with key stakeholders in the region and to assist him gain a better understanding of the many projects and issues that we manage.
- Our discussions with NIC concerning a Wilderness Resort Operations course are moving ahead and we now expect a program to be launched in the new year from the Port Hardy campus. I am working with several of our wilderness resort managers to help coordinate on-site training for the program. NIC is preparing a funding application to the province and has requested a letter of support from the Regional District in line with the following resolution:

*That the Regional District of Mount Waddington supports the funding application from North Island College for a Wilderness Resort Operator Foundation Program and will assist with the development of the program and marketing the opportunity to participants.*

- The plans for the November 2022 North Island Economic Forum are complete and invitations have been extended to over 50 economic development practitioners representing First Nations and Municipal. The Forum will focus on labour market issues, and we expect that to offer several presentations that address the regional labour challenges faced by local firms.

Respectfully submitted,

Manager of Economic Development

## Regional District of Mount Waddington Resident Attraction and Retention

### 1) My Vancouver Island North Media

(website: [myvancouverislandnorth](https://myvancouverislandnorth.com), and social media channels: [#myVIN](https://twitter.com/myVIN), [#myVancouverIslandNorth](https://www.instagram.com/myvancouverislandnorth))

- a. **Ongoing social media:** Love Local Marketing will continue to assist in social media updates moving forward
- b. **Social Media details:** Facebook currently has 2126 followers. Instagram currently sits at 833 followers.
- c. **Website:** We have a draft RDMW Ambassador Program (soon to be finalized by VINTAS) and will be releasing details on our website in the near future. We will be implementing the program in the next couple of months. Our local events calendar is being updated frequently.

### 2) Vancouver Island North Training and Attraction Society

Ongoing monthly meetings to coordinate direction and discuss various initiatives is occurring. Current topics include the upcoming Economic Development Forum (Nov 1), visit with the Ministry of Jobs, Economic Recovery and Innovation (JERI) staff, meetings with Ministry of Health, Ambassador program, VICEDA meetings, the Fundamentals of Forestry school, and other upcoming marketing deliverables (eg an updated regional promotional video).

### 3) Provincial Nominee Program

46 inquiries for candidate packages to date (last 8 months). We are now working with a very strong candidate on Visa requirements and a nomination letter from the province in coordination with our local Provincial Nominee Program Committee. Regular monthly meeting attendance and reporting with PNP government staff is occurring to discuss candidate vetting.

### 4) Executive Pulse Data Content Management System

Ongoing work is being completed with the database with plans for a survey to coincide with our 3<sup>rd</sup> November 1, 2022 Economic Development in person session.

Respectfully submitted,  
Megan Hanacek



October 07, 2022

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

Vancouver Island North Tourism Report: September to October 2022

**Upcoming and in-progress activities:**

- The VINT Brand Refresh project is well underway. In addition to internal meetings, we have also completed our first stakeholder engagement session. The results of this were compiled into a VINT Brand Audit & Strategy document by Array and presented to us at 4VI for review. In addition to our internal review this document was also sent to the VINT Brand steering committee for review and input. Array is currently working on the edits and will have a document for me to present at the upcoming VINTAC meeting on October 19th.
- Two of the 4 planned Influencer trips promoting Fall activities and Pledge components have completed.
  - Jordyn & Ben Geisbriecht from Hideaway Creative @jordyn.giesbrect @bennnnnnnngie
    - 2 Pledge Principles -
      - 1) Leave No Trace When Exploring Our Beaches, Forests & Land
      - 2) Support Local Lives by Eating, Staying and Shopping Locally
    - Deliverables include
      - Two Instagram Posts on both @jordyn.giesbrect and @bennnnnnnngie
      - (combining 2 principles/multiple locations)
      - Daily Stories (Series of 2-3 stories per day (3 days) while on trip) on both @jordyn.giesbrect and @bennnnnnnngie
      - 7 full use image usage rights with option to purchase additional Licensed Photos, after
      - Campaign (standard DBC agreement)
  - Taylor Burk @taylormichaelburk
    - 2 Pledge Principles -
      - 1) Prepare for any experience in our trails/ mountains & water
      - 2) Share the trails, roads, routes & parking areas.
    - Deliverables include
      - One in-feed post carousel (combining 2 principles/multiple locations)
      - Daily Stories (Series of 3 stories per day (2 days) while on trip)
      - 2 full use image usage rights with option to purchase additional Licensed Photos, after
      - Campaign (standard DBC agreement)

These trips have been completed, however not all posts are complete, and photo assets have not yet been decided upon. Stats from these trips will be shared at the next meeting.

- The Recreation Map & Guide is in the works for an early spring 2023 print. Ad sales and layout work are in progress
- Three sets of digital Ad campaigns are currently running, promoting the Art tour, the Wild Pledge and generic Fall ads for Vancouver Island North, promoting fall stays, hikes, wildlife viewing opportunities and fishing.
- Continuing to work with Fishing BC to build our assets, Completed a family fishing video shoot and have a meeting next week to discuss upcoming promotional opportunities and avenues.

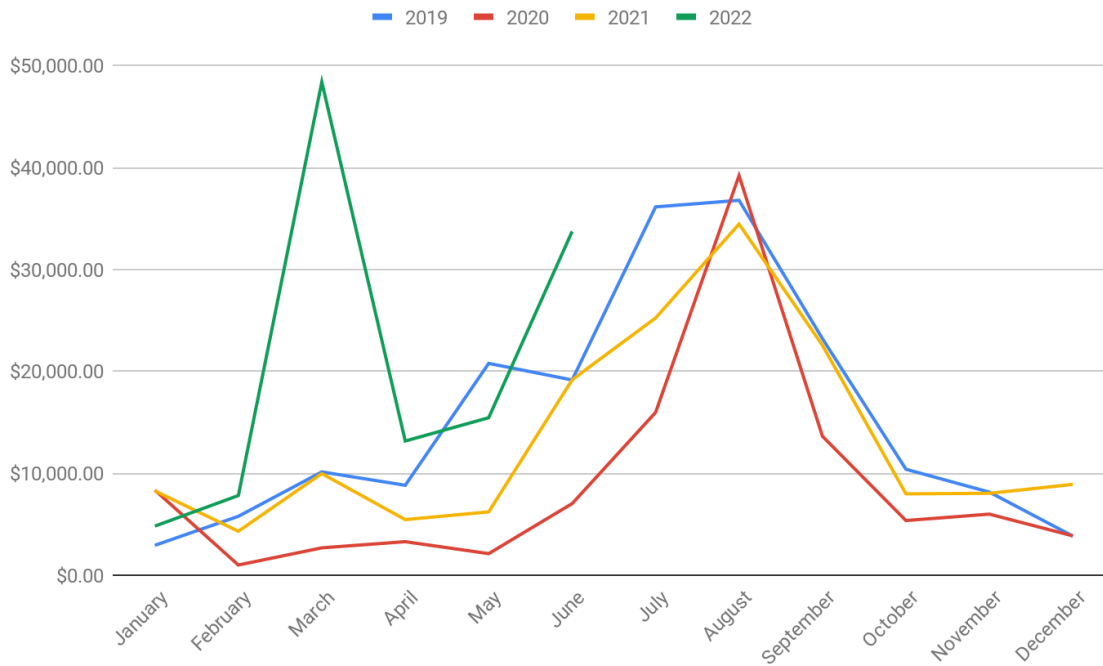
- In the beginning stages of potentially adding the Vancouver Island North Region to the BC Bird Trail. Meeting with each of the 4 MRDT collecting communities next week to discuss this opportunity October 12th

**Vancouver Island North Tourism Advisory Committee**

- The next meeting of the Advisory Committee will be October 19<sup>th</sup>, 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	\$13,155.21
May	\$20,770.41	\$2,100.10	\$6,198.53	\$15,438.90
June	\$19,143.08	\$7,011.24	\$19,162.48	\$33,721.69
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	
<b>TOTAL</b>	<b>\$185,949.40</b>	<b>\$108,303.64</b>	<b>\$160,402.04</b>	<b>123,301.26</b>

Respectfully submitted,

*Natalie Stewart*

Natalie Stewart  
 Tourism Coordinator, Vancouver Island North



**REGIONAL DISTRICT OF MOUNT WADDINGTON**  
**OPERATIONS DEPARTMENT**  
**MONTHLY REPORT**

**TO:** Board of Directors      **FILE:** 315.04      **DATE:** October 7, 2022  
**FROM:** Patrick Donaghy, Manager of Operations  
**SUBJECT:** October 2022 Operations Report

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

The Manager of Operations has been working with the Fire Chiefs of Woss and Port McNeill, the Campbell River Search and Rescue Team and EMBC to develop a working emergency response plan. The draft plan is intended to ease the issuing of Task Numbers to Fire Departments performing rescues outside of their service areas. It is also hoped that a larger plan can be developed to lessen time needed to access resources needed to complete rescues in remote areas. The Board will be kept posted as this initiative continues.

Work continues on the emergency battery backup project, the installations in Coal Harbour being fully operational with the exception being Lift Station 3 which is waiting for a new pump. The battery backups for Sointula should be fully installed by the Board meeting but the project is waiting for a new pump for Lift Station 1. Backup Batteries for 7 Mile Landfill are beginning to be constructed and should be ready by November. Finally, the lithium batteries for the RDMW office backup power project have been relocated to Port McNeill and are waiting for other parts prior to installation.

Cody Pawluk continues working on the infrastructure upgrades at the Woss Heritage Park and the flow measurement flume for the Woss sewage lagoon. Included was the installation of a bathroom and landscaping of paths for the park which has been funded with assistance of the Manager of Economic Development. Works for 2022 are anticipated to be complete by the end of October.

The Manager of Operations is requesting a motion of support regarding the applications by the four Regional District Fire Departments to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake. Each fire department can apply for a maximum of \$30,000 each. Therefore, it is requested that the following motions be passed by the Board:

***The Regional District of Mount Waddington supports the Sointula Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training***

***The Regional District of Mount Waddington supports the Hyde Creek Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training***

***The Regional District of Mount Waddington supports the Woss Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training***

***The Regional District of Mount Waddington supports the Coal Harbour Volunteer Fire Department's application to the Community Emergency Preparedness Fund's Volunteer & Composite Fire Departments Equipment and Training intake for a grant of \$30,000 for the purchase of equipment and training***

Maura Walker and Associates carried out the field portion of the waste composition study at 7 Mile Landfill in late September. It is the intent to have a special report reviewing its findings for the November Board meeting.

Operations continue 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.

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

Respectfully submitted

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Patrick Donaghy PEng, MSc





**REGIONAL DISTRICT OF MOUNT WADDINGTON**  
**Single Source Awards**

**TO:** REGIONAL DISTRICT BOARD MEMBERS

**FROM:** Shelley MacEachern, Finance Clerk

**DATE:** October 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 - September 2022**

<b>DATE</b>	<b>CHEQUE #</b>	<b>PAYABLE TO</b>	<b>AMOUNT</b>	<b>Description</b>	<b>Service</b>
21-Sep-22	5022	Applewood Ford	81,816.74	Ford F150 Lightening	Company Vehicle
22-Sep-22	5023	Applewood Ford	6,562.50	Warranty - Ford F150 Lightening	Company Vehicle



# REGIONAL DISTRICT OF MOUNT WADDINGTON COAL HARBOUR ZONING BYLAW NO. 669, AMENDMENT BYLAW NO. 1015, 2022

*A Bylaw to Amend Coal Harbour Zoning Bylaw No. 669, 2002*

**WHEREAS** the Regional District of Mount Waddington has received a Development Application requesting an amendment to Coal Harbour Zoning Bylaw No. 669, 2002 to change the applicable zoning category for the properties addressed as 450 Coal Harbour Road, and legally described as PARCEL "A"(DD 97793-I) OF SECTION 1, RUPERT DISTRICT (FORMERLY QUATSINO DISTRICT), PLAN 542, EXCEPT PLANS 598-R, 4926, 4928, 9566, 10196, 11638 AND 16214, in the unincorporated community of Coal Harbour in Electoral Area 'B';

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

1. **Citation**

This Bylaw shall be cited as "Coal Harbour Zoning Bylaw No. 669, 2002, Amendment Bylaw No. 1015, 2022".

2. **Zone Map No. 1 Amendment**

Zone Map No. 1 of Coal Harbour Zoning Bylaw No. 669, 2002 is hereby amended by changing the applicable zoning category for the property described as PARCEL "A"(DD 97793-I) OF SECTION 1, RUPERT DISTRICT (FORMERLY QUATSINO DISTRICT), PLAN 542, EXCEPT PLANS 598-R, 4926, 4928, 9566, 10196, 11638 AND 16214: which is attached hereto and forms part of this Bylaw, from the "Forestry (FR-1) Zone" to the "General Commercial (GC-1) Zone."

**READ A FIRST TIME THIS 18<sup>TH</sup> DAY OF OCTOBER, 2022**

**PUBLIC HEARING HELD THIS <sup>TH</sup> DAY OF , 2022**

**READ A SECOND TIME THIS <sup>TH</sup> DAY OF , 2022**

**READ A THIRD TIME THIS <sup>TH</sup> DAY OF , 2022**

**ADOPTED THIS <sup>TH</sup> DAY OF , 2022**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
ADMINISTRATOR

## SCHEDULE "A" TO COAL HARBOUR ZONING BYLAW NO. 669, AMENDMENT BYLAW NO. 1015, 2022

