



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

January 17, 2023 at 2:00pm

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

Chair: Andrew Hory  
Directors: In Person: Dennis Buchanan, Pat Corbett-Labatt, James Furney, Kathryn Wykes  
Zoom: Kevin Cameron, Michelle Pottage, David Summers,  
Staff: In person: David Kim, Administrator, Pat English, Manager of Economic Development,  
Patrick Donaghy, Operations Manager: June Kwon, Planning Assistant  
Zoom: Nadine Weldon, Recording Secretary; Nicole McDowell; Megan Hanacek, Rural  
Resident Attraction Coordinator, Natalie Stewart, Tourism Coordinator  
Public Zoom: Kathy O'Reilly, Brent Schmidt, Derek Koel

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**  
001/2023 THAT the RDMW Board of Directors January 17, 2023 Meeting Agenda be approved as amended.

**DELEGATIONS & RECOGNITIONS**

1. Mount Cain Alpine Park Society: Mike Green, Director of Operations & Dean Hunchuk, Director of Buildings
  - *Highlight of 2022/2023 Season:*
    - o *There were 41 paid employees during the winter, including 26 youths. Training opportunities are provided for heavy equipment, customer service and other.*
    - o *Affordable sustainable recreation facilities for North Islanders, including school group Mondays (which at times are done at an economic loss to the mountain). 2023 has 12 North Island school classes scheduled. Provides a great opportunity to introduce youth to winter sports.*
    - o *Maintain Mount Cain as a community ski resort, which is facilitated by 95% occupancy for the accommodations.*
    - o *Implemented an advertising program to assist with bringing additional revenue to the mountain and ensuring that the reserves are left for emergencies.*
    - o *Strong volunteer community with over 100 people and 1000 hours provided.*
    - o *Funding is secured through grants, including the Mount Waddington Grant in Aid, as well as contributions of "in kind" which includes road grading and, materials from a variety of North Island businesses.*
    - o *First Nations relations are going strong and Mount Cain is working closely with First Nation stakeholders.*
    - o *Currently have 3165 members, including 216 season passes sold for the 2022/2023 season.*
    - o *There is hope to pursue modest sustainable expansion of the ski resort, options being considered include possible further accommodations, that would include some renovations to the old lodge (hopefully six new rental*

- apartments), new roof and refurbishment.
- Daytime washroom facilities were installed in late 2022.
- Staff accommodations are also required as some staff are having to camp in the parking lot.
- The shuttle from Mount Cain to Woss is an ongoing project, while it is a recognized need, however, it is challenging to find drivers, and the maintenance of the bus required is onerous.
- Some of the bigger challenges are volunteer burnout, equipment maintenance and power cost issues.

Chair Hory thanked the delegation and wished them all the success for 2023.

2. 7 Hills Golf & Country Club – Scott Mitchell

- Congratulations to the elected board
- Club overview:
  - 7 Hills is a nine-hole golf facility with a restaurant, RV parking and driving range.
  - The golf club was constructed in the 1980's. The property is privately owned by WFP and the land is leased to 7 Hills Golf and Country Club for a nominal amount.
  - Golfing is available from late March to November.
  - The board and staff are made up from all different communities of the North Island.
  - 7 Youth have been hired (under 30) using the Canada Youth Employment program.
  - Operates as a non-profit society, with a staggered membership on the board serving a two-year term at a time.
  - Heavily reliant on volunteers, funding from local businesses and grants.
  - 2022 saw 7 Hills have a large upsurge in use due to COVID when people travelled out of the area less. Including approximately 3200 walk up visits.
  - The infrastructure is 40 plus years old, so maintenance is a high priority and include repairing/replacing items that are failing consistently.
  - Working with WFP, water permit submissions were completed for both potable and non-potable water.
  - A cell tower booster was installed, assisted by a tourism grant.
  - Biggest logger's tournament in 2022, with over 200 golfers for the event, as well as hosting 4 weddings, and 8 large meetings in the clubhouse.
  - Were able to offer junior clinics in 2022, including participants from the local rep hockey teams.
  - Review of the Financial Statements provided and comparison of the 2021 to 2022 monies.

Chair Hory commended Scott Mitchell, the Board and Staff at 7 Hill Golf and Country Club for all their hard work and turning around the operations.

3. InFilm – Joan Miller, Executive Director and Brandon Lepine

- InFilm became a society in 2001 and is an accredited film commission, which means they are a not-for-profit society.
- Overview of change in staff structure and Board of Director roles, which includes succession plan which is being done in a phase approach.
- Brandon came on in 2022 as the Regional Production Service Manager.
- InFilm is actively scouting areas of Mount Waddington, including 1600 photos for potential development locations, meetings with local First Nations and governments.

- 2021/2022 saw 4 productions shot in the Mount Waddington Region, (including Island of the Sea Wolves) and put \$100,000 directly back into the North Island economy.
- 2022/2023 goals include promoting the region to producers in the motion picture industry through a recreation grant to increase presence and build local network including at national and international trade shows.
- Expand training, professional development and equipment rental availability for smaller productions.
- Workforce Skills Training is ongoing with North Island College with 3.75 million dollars in grants (currently 141 people in training) and was provided tuition free.
  - o This training includes the following careers, with both theory and practical:
    - Grip
    - Lighting
    - Set Construction
    - Set Dresser
    - Production Assistant
- Thank you to Mount Waddington for past and continuing support.

Chair Hory thanked Joan and Brandon for the presentation and acknowledged the funding request that will be brought forward to the budget discussion.

## MINUTES

002/2023 Moved/Seconded/**CARRIED**  
 THAT the Minutes of the Board of Directors Meeting held December 20, 2022 be adopted as amended.

003/2023 Moved/Seconded/**CARRIED**  
 That the Correspondence on the table be received and filed.

004/2023 Moved/Seconded/**CARRIED**  
 THAT the Cheque Registry for December 31, 2022 be received and filed.

## STAFF REPORTS

1. Administrator Report: *Noted:*
  - *Pat English, former Economic Development Manager retired as of January 15. Thank you, Pat, for all your work and congratulations on your new journey.*
  - *Senior Finance Clerk and Casual Finance Clerk positions have been filed.*
  - *Cumulative revenue for Transit rose \$7,000, which represents 12% and the ridership was up 19% for 2022.*

005/2023 Moved/Seconded/**CARRIED**  
 THAT the verbal January 17, 2023 Administrator's Report be received.

Travel Report – January 17, 2023

006/2023 Moved/Seconded/**CARRIED**  
 THAT the January 17, 2023 Travel Report be approved as presented.

2. Manager of Economic Development – No Report
- b) Rural Resident Attraction Coordinator Report (January 6, 2023) Presented by Megan Hanacek. *Also noted:*
  - *Would like to commend Pat for all his assistance.*
  - *The website is a work in progress and is being updated community by community.*

- *VINTAS will be meeting next week and has a new chair, Dennis Dugas. VINTAS has also collaborated with North Island College to provide additional opportunities.*

**Moved/Seconded/CARRIED**

007/2023 THAT the January 6, 2023 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (January 6, 2023), Presented by Natalie Stewart

**Moved/Seconded/CARRIED**

008/2023 THAT the January 6, 2023 Tourism Coordinator Report be received and filed.

- 3. Manager of Operations (January 5, 2023) *also noted:*

- *Campbell River Search and Rescue agreement would be structured along the same lines as the mutual aid agreement that is currently in place for Mount Waddington Volunteer Fire Departments.*
- *Working towards developing a database/SOP of resources to allow the quickest and most efficient response for emergency situations. This has become a necessity due to difficulties resulting in getting a task number from EMBC, especially during a time sensitive emergency.*

**Moved/Seconded/CARRIED**

009/2023 THAT the Regional District of Mount Waddington enter into a contract with Jack Wilson to operate the Woss Recycling/Transfer Station for the period of January 1, 2023 to December 31, 2025 with the option to renew for an additional year at the rate of \$733.50/month for base duties and \$24.44/hr for extra services.

**Moved/Seconded/CARRIED**

010/2023 THAT the January 5, 2023 Manager of Operations report be received and filed.

**Moved/Seconded/CARRIED**

011/2023 THAT the January 5, 2023 Manager of Operations Special report be received and filed.

**Moved/Seconded/CARRIED**

012/2023 THAT the January 5, 2023 Manager of Operations Solid Waste report be received and filed.

- 4. Planning Assistant Report – Verbal Report

- *Development applications are ongoing*
- *License has been issued for the first six sites of the Connected Coast project.*
- *The IMap update project is ongoing, which will include updates to the Coal Harbour zoning map (as per Bylaw No. 1015, 2022)*
- *Road service maps were created and provided to the communities of Woss and Winter Harbour.*
- *Awaiting a motion from MIAC re: subdivision of property on Kaleva Road.*

**Moved/Seconded/CARRIED**

013/2023 THAT the January 17, 2023 Planning Assistant Verbal Report be received and filed.

- 5. Arena (January 6, 2023)

- a) Heritage Canada North Island Sports Hall of Fame Report
- b) 2023 Green Inclusive Community Buildings Funding Stream Application

**Moved/Seconded/CARRIED**

014/2023 THAT the RDMW Board directs the arena manager submit an application to Heritage Canada for up to \$60,000 in the 2023 budget to transform a portion of unused space in the Chilton

Regional Arena into a Regional, North Island Sports Hall of Fame which shall be supported by an RDMW contribution for the amount up to \$30,000.

**Moved/Seconded/CARRIED**

015/2023 THAT the Regional Board/Finance committee approves that: the arena manager submit an application to Green Inclusive Community Buildings Fund for up to \$1,200,000 with an RDMW contribution of up to \$240,000 to complete various mobility and energy reduction projects within the Chilton Arena.

**FINANCIAL REPORTS**

1. Finance Report – Presented by the Administrator.
  - *Finance Department is working through a steep learning curve, several training sessions have been scheduled. To date, the first training session which centered around payroll training was very successful and encouraging for future sessions. This training will also cover Provincial statutory requirements and deadlines for Regional Districts, which is particularly detailed and will require in depth training.*
  - *Software and hardware upgrades will be required to keep up with reporting and budgeting and will be part of the 2023 budget proposal.*
  - *The Consumer Price Index changes will be released on January 17<sup>th</sup>, 2023.*

**Moved/Seconded/CARRIED**

016/2023 THAT the verbal Finance Report be received and filed.

2. Single Source Report by Finance Clerk MacEachern

**Moved/Seconded/CARRIED**

017/2023 THAT the December 31, 2022 Single Source be received and filed.

**COMMITTEE REPORTS - None**

**BYLAWS AND PERMITS - None**

**CORRESPONDENCE - None**

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

Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- *Community pulled together in the form of a search for a missing person incident last week and big thank you to Port McNeill Fire and Rescue for all their assistance.*
- *Malcolm Island Lions has purchased a brand-new generator for the evacuation site at AJ Elliot Elementary School. Big thank you to both for the purchase of the generator and use of the school facilities for this purpose.*
- *Request has been submitted by the Malcolm Island Lions Club for a new streetlight to be installed at the entrance to the parkway at the harbour for community safety due to lack of visibility.*

**Moved/Seconded/CARRIED**

018/2023 THAT the following be appointed to the Malcolm Island Advisory Committee:

- Carmen Burrows
- Hans Madsen

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

- *Upcoming meeting will be scheduled with Quatsino First Nation.*
- *There will be an open house at the Coal Harbour gym to get feedback around*

*creating a user fee structure, that will then be brought forth to the board for approval.*

- *The ongoing road repair is awaiting BC Hydro to move power poles currently that are in the planned roadway.*

#### Area "C"- Hyde Creek / Rupert

- *Ongoing learning with variety of meetings, thank you to everyone for their assistance and information.*
- *Thank you and grateful to previous members of the Hyde Creek Advisory Planning Commission for their time and knowledge.*

#### Moved/Seconded/**CARRIED**

019/2023

THAT the following be appointed to the Hyde Creek Advisory Planning Commission

- Sharon Barratt
- Meg Bose
- Aaron Gabrysh
- Mike Green
- Carmen King
- Ken Lande
- Max Marshall

#### Area "D"- Nimpkish Valley / Woss

- *Busy working with the WRA, including pool inspection, snow clearance, BC Hydro poles, ditch clearing etc...*
- *Thank you to Patrick for coming down before the WRA meeting to run through the budgeting process and requirements for same. Communication is key.*

## 2. Municipal Updates:

#### Village of Alert Bay

- *LED streetlights are going in. Odd complaints around brightness of the lights.*
- *Portion of the seawall was damaged in the last storm, assistance of 'Namgis Public Works and their equipment as well as community volunteers, the piece was put back into place with no additional damage to the seawall.*
- *Work is ongoing on campground facilities.*

#### Village of Port Alice

- *Community Centre re-opened after Christmas.*
- *Budget preparation and OCP are proceeding well.*

#### District of Port Hardy

- *Amazing Christmas season, including many sponsored skates.*
- *Over 300 people attended the New Year's Eve family night.*
- *New pool liner scheduled to arrive late February.*
- *June 4<sup>th</sup> is Port Hardy's first ½ marathon for running or walking. Registration is through the Port Hardy Recreation Department.*
- *There will be a job fair on March 7 at the Chamber of Commerce.*
- *Grant applications are ongoing.*

#### Town of Port McNeill

- *Per budget talks, there is a discussion around changing the harbour rates from the low local rate to a regional rate for all residents of Mount Waddington.*

#### Moved/Seconded/**CARRIED**

020/2023

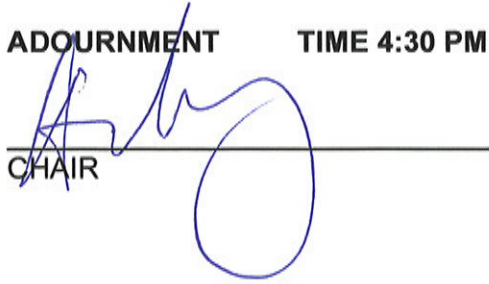
THAT Recognition of Service be provided from the Regional District to outgoing members of the Hyde Creek Advisory Planning Committee and the Malcolm Island Advisory Planning Commission.

Questions/Comments – None

Next Meetings of the Board of Directors: Regular Meeting: February 21, 2023 at 2:00 pm

021/2023

**ADOURNMENT**      **TIME 4:30 PM**



CHAIR



SECRETARY

