



REGIONAL DISTRICT OF MOUNT WADDINGTON
BOARD OF DIRECTORS
MEETING MINUTES

February 21, 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, Michelle Pottage,
Kathryn Wykes
Zoom: Kevin Cameron, 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: Derek Koel

Resolution No. **CALL TO ORDER** **2:02 PM**

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

APPROVAL OF AGENDA

022/2023 Moved/Seconded/**CARRIED**
THAT the RDMW Board of Directors February 21, 2023 Meeting Agenda be approved as amended.

DELEGATIONS & RECOGNITIONS

Strathcona Regional District – **Cancelled, to be rescheduled.**

MINUTES

023/2023 Moved/Seconded/**CARRIED**
THAT the Minutes of the Board of Directors Meeting held January 17, 2023 be adopted as amended.

024/2023 Moved/Seconded/**CARRIED**
That the Correspondence on the table be received and filed.

025/2023 Moved/Seconded/**CARRIED**
THAT the Cheque Registry for January 31, 2023 be received and filed.

STAFF REPORTS

1. Administrator Report: *Noted:*
 - Business Plan & Budget
 - o The Business Plan & Budget are on track and expect to present to the Finance Committee on March 8 for an intermediary review.
 - o The Business Plan is focusing on capital investment and operational priorities.
 - o In consideration of the challenges of not having a full time Treasurer or budgeting software, the process is moving along well.

- o First draft to be presented to Finance Committee on March 8, 2023.
- Campsite Reservations
 - o Bere Point Campground has had a total of 429 Bookings to date with revenue collected of \$36,500. Link River has 129 bookings to date with \$10,000 revenue collected currently. Revenue collected currently is only about 70% of total revenue expected for the current bookings as guests have the option of only paying a 50% deposit. Quatse Campground is still compiling their data.
- Transit Ridership
 - o Had a recorded 2340 trips for January 2023, which is an increase of 21% from January 2022.
- Staff Hiring
 - o Economic Development Manager is at the final stage.
 - o Treasurer attracted 5 candidates.
 - o The Finance Clerk 2 posting has closed.

Moved/Seconded/CARRIED

026/2023 THAT the verbal February 21, 2023 Administrator's Report be received.

2. Manager of Economic Development – (February 9, 2023) *Also Noted:*
 - *The ICET application has been reviewed, but no decision received yet.*

Moved/Seconded/CARRIED

027/2023 THAT the Manager of Economic Development report be received and filed.

- b) Rural Resident Attraction Coordinator Report (February 10, 2023) Presented by Megan Hanacek. *Also noted:*
 - *Director Corbett-Labatt asked if it is possible to check the events calendar for the Vancouver Island North website as there appears to be overlap of the same items and there may be a way to declutter it. Megan Hanacek advised that she will review and report back next month.*

Moved/Seconded/CARRIED

028/2023 THAT the February 10, 2023 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (February 10, 2023), Presented by Natalie Stewart

Moved/Seconded/CARRIED

029/2023 THAT the February 10, 2023 Tourism Coordinator Report be received and filed.

3. Manager of Operations (February 9, 2023) *also noted:*

Moved/Seconded/CARRIED

030/2023 THAT the February 9, 2023 Manager of Operations Solid Waste report be received and filed.

4. Planning Assistant Report (February 13, 2023) *also noted:*

Moved/Seconded/CARRIED

031/2023 THAT the February 14, 2023 Planning Assistant be received and filed.

FINANCIAL REPORTS

1. Finance Report – Presented by the Administrator.
 - *Processing the 2022 Yearly reporting*

- Auditors to be on site in April, 2023
- Working with small accounting company for 2022 bank reconciliations. Reconciliations have been cleared to October.
- Training, coaching and mentoring is ongoing with the new Senior Finance Clerk
- The new casual finance clerk is working out very well
- Working through the CRA audit findings for the past four years.
- Finance department will be busy with closing out the 2022 financials as well as the 2023 Utility requisitions.

Moved/Seconded/**CARRIED**

032/2023 THAT the verbal Finance Report be received and filed.

2. Single Source Report by Finance Clerk MacEachern

Moved/Seconded/**CARRIED**

033/2023 THAT the January 31, 2023 Single Source be received and filed.

COMMITTEE REPORTS

Moved/Seconded/**CARRIED**

034/2023 THAT in accordance with section 512(2) of the Local Government Act, the Board of Directors of the Regional District of Mount Waddington hereby approves a reduction in the statutory minimum frontage requirement as per section 512(1)(a) of that Act, for each of the six proposed lots as shown on the Proposed Subdivision Plan prepared by Bazett Land Surveying Inc. dated April 11, 2022, for the property legally described as The East ½ of the East ½ of the North East ¼ of Section 8, Malcolm Island, Rupert District (Parcel Identifier Number 009-946-390), as follows: Lot 1-73 meters (9.7%), Lot 2 – 75 meters (9.3%), Lot 3 – 67 meters (8.0%), Lot 4 – 66 meters (8.8%), Lot 5 – 66 meters (8.8%), Lot 6 – 69 meters (9.1%).

BYLAWS AND PERMITS

It was noted that this Bylaw is required due to Provincial Procedure, as the Regional District acts as the gatekeeper when a municipality would like to borrow to ensure transparency and accountability. The Regional District also acts as a guarantor for the loan.

Moved/Seconded/**CARRIED**

035/2023 THAT Bylaw No. 1017 Regional District of Mount Waddington Security Issuing Bylaw No. 1017, 2023, be read for a 1st, 2nd and 3rd time.

Moved/Seconded/**CARRIED**

036/2023 THAT Bylaw No. 1017, Regional District of Mount Waddington Security Issuing Bylaw No. 1017, 2023, be adopted.

CORRESPONDENCE - None

OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

North Island Sustainable Power Task Force:

- *This task force is being advocated for out of a need to ensure sustainable power on the North Island, as this is an ongoing and frequent problem for the North Island, including lengthy repair times due to the remoteness of our areas.*
- *The Task Force is an ad hoc committee and will have a expiry date.*

Moved/Seconded/**CARRIED**

037/2023 THAT the Regional District of Mount Waddington through the Board's resolution establishes a new initiative namely, "North Island Sustainable Power Task Force" with the goal to promote and achieve sustainable electric power supply to the region. Also, the Board direct

Administration to report back in March Board meeting with the draft terms of reference that includes:

1. Task-force members
2. Objectives
 - to evaluate the options and select the recommendation from the North Island Power Reliability Evaluation and Enhancement Options report.
 - to advocate the recommendation to the BC Provincial Ministries and BC Hydro
3. Reporting Process
 - Report back to the Board of the progress on quarterly basis starting from the second quarter of 2023.

Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- *Dennis Swanson has retired from the MIAC board after 17 years. A big thank you for all your time and assistance.*
- *Concerns regarding the clinic. Michelle has requested follow up from VIHA.*
- *Rachel Blaney will be coming to Sointula on March 2, 2023, for a general visit.*

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

- *LGLA Conference was very informative.*
- *Coal Harbour Gym had a leak, from one of the new heat pumps and will be repaired under warranty.*

Area "C"- Hyde Creek / Rupert

- *First Hyde Creek Advisory Planning Commission meeting went well and appreciate the assistance of David Kim and June Kwon*
- *First meeting of the Hyde Creek Fire Commission. Recommendations were reviewed, including the annual Hyde Creek Fire Department Budget.*
- *Hyde Creek Recreation will be meeting February 22, 2023 to start planning for the 2023 Hyde Creek Days*

Area "D"- Nimpkish Valley / Woss

- *Woss Residents Association meeting recently, which included a budget review and approval.*

Moved/Seconded/**CARRIED**

038/2023

THAT the following be appointed to the Woss Local Services Management Committee Appointments

- Bev Webber
- Ulla Lutz
- Rona Doucette
- Karl Sinclair

2. Municipal Updates:

Village of Alert Bay

- *Grant applications are ongoing.*
- *A couple of divers working around the bay; they are removing debris and garbage around the island. They are being privately funded and will be taking recommendations with them. They have reported that they have removed approximately 7 tonnes of debris to this point. They are doing this work in a small aluminum boat.*

Village of Port Alice

- *Funding has been received for access funding grant.*

- Village of Port Alice Council attended the LGLA councilor training and found it very helpful.
- Sidewalks are being upgraded.
- A new gravel walking path is in the works.
- Foundation for the outdoor exercise equipment in Lions Park is being installed.

District of Port Hardy

- Very successful recreation programs including a family day skate.
- Excited about the renovation to the pool (including a steel liner that should be in Port Hardy in the next week)
- Seniors Housing project in Port Hardy is moving forward.
- BC Salmon Restoration and Innovation fund has had one hundred and forty-seven million dollars allocated to it. There are some local groups who have applied for and anticipate receiving funding towards habitat restoration and enhancement programs.
- Job Fair to be held on March 7 in Port Hardy. This will be headed by Donna Merry of North Island College. Most of the tables are booked. This will be a good way to exchange information of what people are looking for and what the North Island is needed.
- Grant applications are ongoing.
- 5 out of 7 Councilors attended the LGLA, and it was a good refresher for those who have had previous experience. This included an emphasis on Strategic Planning and networking.

Town of Port McNeill

- Currently working on the budget process
- May have a discussion with Gerry Little, Chilton Arena Manager around how the "free skating" system has worked to determine if this may be something of interest for the Town of Port McNeill swimming pool.
- Spent 3 hours with Engineer John Motherwell last week, was incredibly informative, including suggestion that when creating a scope of work, be mindful to ensure that where possible it is based on the services and products available locally.

Questions/Comments – None

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

039/2023

ADOURNMENT TIME 3:04 PM

CHAIR

SECRETARY

