



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS

MEETING MINUTES

August 15, 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, Janet Dorward (alternate for Dennis Dugas)
Zoom: Kevin Cameron
- 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, Vancouver Island North Tourism
- Public Zoom: Kathy O'Reilly

Resolution No. **CALL TO ORDER** **2:07 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

Moved/Seconded/**CARRIED**
155/2023 THAT the RDMW Board of Directors August 15, 2023 Meeting Agenda be approved as presented.

DELEGATIONS & RECOGNITIONS

1. BC Ambulance Service – Natt Pottage
 - Upcoming changes to BC Ambulance Service in smaller communities including Port Alice, Alert Bay, Sointula, Zeballos (not in the Regional District but covered under the, Woss. They currently have "Scheduled On Call" service. This means that staff work 72-hour on and 72 hours off shifts. It has been mandated that these changes will be complete and in place no later than March 31, 2024.
 - The current changes are in the proposal stages and there are 4 main possible revisions:
 - o Kelo Model: Pagers with stipend per hour
 - o Mixed Shift Model: 16hrs/day for rapid response, staff is at station. This provides good coverage but leaves a night shift portion "on call" only.
 - o Straight Day Alpha – 4 permanent daytime positions and balance would be night shifts on the Kelo model.
 - o Alpha Model, same as Port Hardy and Port McNeill.
 - This is a great move forward for employees for better work/life balance, and a livable wage.
 - This is currently a high-level overview of what's happening, and further information will be provided as it becomes available.
 - There is a hierarchy on who gets what shift but is hoped that locals would be given preference.
 - Training is currently paid for, although training is only offered in Victoria. Nat is currently working on getting training locally for staff.
 - At this time, employees are at .75 full time positions, with a minimum of 8-hour coverage for communities.

- Recruiting is going well, there have been 10 new local recruitments for 2023. Retention is a concern.

Chair Andrew Hory thanked Natt Pottage for his information.

MINUTES

156/2023 **Moved/Seconded/CARRIED**
THAT the Minutes of the Board of Directors Meeting held June 20, 2023 be adopted as presented.

157/2023 **Moved/Seconded/CARRIED**
That the Correspondence on the table be received and filed.

158/2023 **Moved/Seconded/CARRIED**
THAT the Cheque Registries for June 30, 2023 and July 31, 2023 be received and filed.

STAFF REPORTS

1. Administrator Report: *Noted:*

- Transit Update:
 - o Cumulative revenue from January to July was \$37,000, which is a 2% decrease year over year.
 - o Ridership rose by 5% resulting in a total of 17,400 trips.
- Campsite Update:
 - o Bere Point cumulative revenue from January to July was \$70,000.00 which is an increase of 3% year over year.
 - o Link River cumulative revenue for January to July was \$27,000 which is an increase of 2% year over year.
- Hiring Status:
 - o Successful recruitment for the following positions
 - Economic Development Officer–Jackie Challis, to start on September 5.
 - Health Network Coordinator–Marjorie Giroux, who began August 4.
 - o Ongoing Recruitment for:
 - Manager of Finance
 - Executive Assistant

159/2023 **Moved/Seconded/CARRIED**
THAT the verbal August 15, 2023 Administrator's Report be received.

160/2023 **Moved/Seconded/CARRIE**
THAT the August 15, 2023 Travel Report be approved.

2. Manager of Economic Development – (August 4, 2023) *also noted:*

- *Update to Economic Development report – there are now 33 applicants for the Fundamentals of Forestry program.*

161/2023 **Moved/Seconded/CARRIED**
THAT a contract be awarded to Vancouver Island University not to exceed \$137,554.20 for delivery of the Fundamentals of Forestry program to 12 students commencing September 5, 2023, subject to approval of the program funding applications.

Moved/Seconded/CARRIED

162/2023 THAT the August 4, 2023 Economic Development Report be received and filed.

- b) Rural Resident Attraction Coordinator Report (June 12, 2023) Presented by Megan Hanacek.

Moved/Seconded/CARRIED

163/2023 THAT the August 4, 2023 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (August 8, 2023) *also noted:*
 - *Created an online link to BC Bird Trail*

Moved/Seconded/CARRIED

164/2023 THAT the August 8, 2023 Tourism Coordinator Report be received and filed.

- 3. Manager of Operations (August 4, 2023) *also noted:*

- *Mitchell Miller is acting temporary 7 Mile Supervisor in Karl Digby's absence.*
- *All Volunteer Fire Departments will be gathering obsolete equipment for donation to Fire Fighters without Borders. The equipment will be sent out from the Hyde Creek Fire Department.*
- *Port McNeill Fire Department, with assistance from the Regional District will be holding a Hazmat operators' course in November. It will be free for all volunteer firefighters.*
- *The water monitoring program that is proposed for Sointula, may be expanded to Hyde Creek.*

Moved/Seconded/CARRIED

165/2023 THAT the Regional District of Mount Waddington enter into a contract with Embo Technical Services to provide professional electrical engineering services regarding emergency backup power infrastructure for the Sointula, Coal Harbour and 7 Mile Landfill and Recycling Center Infrastructure for \$40,000.

Moved/Seconded/CARRIED

166/2023 THAT the AUGUST 4, 2023 Manager of Operations Solid Waste report be received and filed.

- 4. Planning Assistant Report (August 8, 2023):

Moved/Seconded/CARRIED

167/2023 THAT the August 8, 2023 Planning Assistant be received and filed.

FINANCIAL REPORTS

- 1. Finance Report – Presented by D. Oakman, Finance Consultant, *Also noted:*
 - *The audit was rated as an unqualified audit opinion from the auditing firm.*

Moved/Seconded/CARRIED

168/2023 THAT the 2022 Audited Financial Statements and the 2022 Statement of Financial Information be accepted as presented.

Moved/Seconded/CARRIED

169/2023 THAT the 2022 Audited Financial Statements and the 2022 Statement of Financial Information be approved and further that the Chair and Chief Administrative Officer/Chief Financial Officer be authorized to sign.

Moved/Seconded/**CARRIED**

170/2023 THAT the August 15, 2023 Finance Report be approved as presented.

2. Single Source Report by Finance Clerk MacEachern

Moved/Seconded/**CARRIED**

171/2023 THAT the June 30, 2023 and July 31, 2023 Single Source be received and filed.

COMMITTEE REPORTS

EA&MRDT Committee:

Moved/Seconded/**CARRIED**

172/2023 THAT RTAG 2023-04 Port Alice Golf Course application be approved for funding.

173/2023 THAT RTAG 2023-05 Gate House Theatre application be approved for funding.

Planning Committee:

Moved/Seconded/**CARRIED**

174/2023 THAT Crown Tenure Lease 1408104 (Broughton Sports Club-Gun Range) be renewed for an additional term of 30 years.

Moved/Seconded/**CARRIED**

175/2023 THAT Crown Tenure Lease 1403736 (Port Hardy Fish & Wildlife Association-Gun Range) be renewed for an additional term of 30 years.

BYLAWS AND PERMITS

Moved/Seconded/**CARRIED**

176/2023 THAT Bylaw No. 21, 1972, Amendment Bylaw No. 1031, 2023 receive 1st reading.

Moved/Seconded/**CARRIED**

177/2023 THAT Bylaw No. 1032, 2023, 2024 Permissive Tax Bylaw receive 1st and 2nd readings.

CORRESPONDENCE

1. Grant Opportunity Partnership – Emergency Operations Centre

Moved/Seconded/**CARRIED**

178/2023 THAT as part of the Mount Waddington Regional District's ongoing work in relation to tsunami preparedness, that an application for financial assistance under the Community Emergency Preparedness Fund 2023 Emergency Operation Centre grant be authorized for submission to the UBCM, in collaboration with the Strathcona Regional District (SRD); and

THAT the Mount Waddington Regional District agrees to the SRD submitting an application on their behalf, and that if funded, agrees to the SRD managing the grant and being the recipient of all funding.

2. Coalition of Child Care Advocates of BC – UBCM Resolution

Moved/Seconded/**CARRIED:**

179/2023 THAT the Regional District of Mount Waddington receive and file the UBCM resolution: Coalition of the Child Care Advocates of BC.

- 180/2023 Moved/Seconded/**CARRIED**
 THAT the Regional District of Mount Waddington approve the requested funding portion payment of \$1,900.00 to the Vancouver Island Coastal Community Climate Leadership Steering Committee.

OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- *BC Ferries has now put a line down the side of the road to mark off ferry lineup. Additionally, Ministry of Transportation has added another lane for the Sointula side of the ferry lineup.*
- *Tourism has picked up significantly over last year.*
- *Salmon Days was a three-day event that included a triathlon and was well attended.*
- *Rogers is still scouting another site for the community.*
- *Way Finding signs project are in the works.*

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

- *No report*

Area "C"- Hyde Creek / Rupert

- *Looking forward to the fall and getting back into swing of things*
- *Hyde Creek Days was very successful, including children's activities and music.*
- *The pavilion is almost complete.*

Area "D"- Nimpkish Valley / Woss

- *Absent*

2. Municipal Updates:

Village of Alert Bay

- *Canada Day event at the Town Square with local vendors*
- *Cruise ships are making Alert Bay a regular stop. This has only had one glitch whereby a cruise line stopped in without notification. This was an issue as Transport Canada requires that security is on site and stays on site while the cruise ship is docked. The cruise ship company in question has been notified and advised that they must provide sufficient advance notice if they are going to stop in.*
- *The public market on cruise ship days is very successful and is now including vendors from outside of Alert Bay.*
- *Alert Bay 360 had 109 participants registered. Unfortunately, there were a lot of conflicting events scheduled, so it was very busy.*
- *Ocean Legacy currently has 6 spots at the campground and is working on beach cleanup around the area. Derelict boat removal is also in the works.*
- *The mural has been completed on the government dock.*
- *Prep work will be done this week for paving in Alert Bay.*

Village of Port Alice

- *A new pizza business opened in town two weeks ago and is doing well.*
- *Hosted Community Wildfire Resiliency Plan which was well received and attended.*
- *Met with Ministry of Connectivity to discuss last mile fiber which was very informative.*
- *Adopted the OCP. Happy to have this big-ticket item completed.*
- *Whales are back in the inlet.*

District of Port Hardy

- *FILOMI days were successful, thank you to all the volunteers.*
- *The swimming pool is still scheduled to open at the end of September, although the dehumidification system is still a work in progress.*
- *Numata Visitors (twin city for Port Hardy) attended for FILOMI days. 2024 will mark that 30-year anniversary. The mayor of Numata was one of the visitors, which was great as he was one of the original attendees of the first Numata delegation.*
- *The Chamber of Commerce has given notice that they will no longer be managing the Visitor Centre. It was a great partnership, and the District is actively working to ensure that visitors are not negatively impacted.*
- *Meeting with the Minister of Connectivity. It was a well-received meeting, and the District felt heard.*
- *Mayor Corbett-Labatt has been attending the regular meetings of the emergency services, with the main components being concern of wildfire and annual ongoing drought levels. This affects the evaporation rate and raises the water temperature levels. Artesian water levels could be negatively impacted.*
- *Would like to have a discussion around a region wide water conservation plan.*
- *The new dog park naming contest has ended and the official name will be released shortly.*

Moved/Seconded/Carried

181/2023 *THAT Staff provide a report for the Board re: regional water conservation at the November meeting.*

Town of Port McNeill

- *Orca Fest this coming weekend as well as the airport car races.*
- *Port McNeill Fest will be the following weekend.*
- *Public swimming has doubled since last year, which seems to be a direct result of the no fee swimming pool and has also allowed the children to create a great relationship with the lifeguards.*

Questions/Comments – None

Next Meetings of the Board of Directors: Regular Meeting: September 11, 2023 at 2:00 pm

182/2023 **ADJOURNMENT** **TIME 4:02 PM**

CHAIR

SECRETARY