



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

November 21, 2023 at 2:00pm
Board Room, RDMW Administrative Office, 2044 McNeill Road, Port McNeill, BC

Page(s) **CALL TO ORDER**

A. APPROVAL OF AGENDA

- 1-3
1. Adopt November 21, 2023 RDMW Board of Directors Meeting Agenda as presented. (or amended)
 2. Nominations for Chair: The Administrator will call for Nominations for Chair
 3. Nominations for Vice-Chair: The Administrator will call for Nominations for Vice-Chair

B. DELEGATIONS & RECOGNITIONS

This meeting is taking place on the traditional territory of the Kwak'waka speaking peoples.

- 4
1. Board Committee Appointment Recommendations as attached

Moved/Seconded/**CARRIED**

THAT the Board Committee Appointments be approved as presented.

2. Western Forest Products – Brad McRae, Seanna McConnell, Dallas Smith, Erica Roberts

C. MINUTES

- 5-9
1. Minutes of the Board of Directors Meeting held October 17, 2023 as Presented (or amended)
- Available for Review*
2. District of Port Hardy – Regular Council September 26, October 10, 2023, Committee of the Whole – September 26, 2023; Town of Port McNeill – Regular Council September 12, 2023; Village of Alert Bay – Regular Council September 11, September 25, 2023; Village of Port Alice - Regular Council – August 9, 2023
- Available for Review*
3. Cheque Register Reports (October 31, 2023)

D. STAFF REPORTS

1. Administrator – Verbal Report
 - Link River Campground Transition
 - Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy
- 10-13

Recommendation:

THAT the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy Terms of Reference be adopted as presented.

- b) Travel Report – None

- 14 2. a) Economic Development Services – (November 10, 2023)
- 15-16 b) Rural Resident Attraction Coordinator Report (November 6, 2023)
- 17-20 c) Tourism Coordinator Report (November 3, 2023)
- 21-22 3. Operations Department (November 15, 2023)

Recommendation:

THAT the Regional District of Mount Waddington purchase the 2019 Mitsubishi for \$27,500 from Pacific West Forklift.

- 23-24 4. Planning and Development Services – (November 21, 2023)

E. FINANCIAL REPORTS

1. Finance Report – CAO Verbal Report
- 25 2. Single Source – October 31, 2023

F. COMMITTEE REPORTS - None

(To be brought forth from earlier Committee Meetings)

G. BYLAWS AND PERMITS - None**H. CORRESPONDENCE**

- 26-27 1. District of Port Hardy Regular Council Staff Report – August 8, 2023

Recommendation:

THAT the Regional District of Mount Waddington, approve a collaboration to create a Regional Accessibility Committee to ensure adherence to the BC Accessibility Act Regulations.

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: December 19, 2023

J. ADJOURNMENT

Director Appointments - 2023

Board Chair

Board Vice Chair

Board Appointments:

Committee

911 Corporation

Coastal Community Network

Municipal Insurance Authority

Municipal Finance Authority

Vancouver Island North Training & Attraction Society

Vancouver Island North Tourism Advisory Committee

Management & Personnel Committee

Policy Committee

Vancouver Island Climate Leadership Plan Working Group

Mount Waddington Transportation Advisory Committee

North Island Regional Emergency Planning Committee (NIREPC)

Vancouver Island & Coastal Communities Special Committee on

Solid Waste And Circular Economy

Natural Resources Committee

Representative

Andrew Hory

Pat Corbet-Labatt

Michelle Pottage

Andrew Hory

Michelle Pottage

Kathryn Wykes

Andrew Hory/Dennis

Buchanan/Pat Corbet-

Labatt/James Furney/Michelle

Pottage

Andrew Hory/Dennis

Buchanan/Dennis Dugas

Pat Corbet-Labatt

Andrew Hory/ Dave Summers/

Michelle Pottage/Katherine Wykes

David Kim/Andrew Hory

Andrew Hory

Andrew Hory

David Summers

Andrew Hory

Andrew Hory

Dave Summers

Kathryn Wykes

Andrew Hory

Andrew Hory

Michelle Pottage

Dave Summers

Dave Summers

Alternate

Dennis Buchanan

James Furney

Dave Summers

Dennis Dugas

No Alternate

No Alternate

No Alternates

No Alternates

Andrew Hory

Dennis Dugas

David Summers

Dennis Buchanan

Dennis Dugas

James Furney

No Alternate

Patrick Donaghy

No Alternate

Kathryn Wykes

Dave Summers

Andrew Hory

No Alternate

No Alternate

2023 Electoral Area Director Appointments

Vancouver Island Regional Library Board (Rural/EA)

Island Coastal Economic Trust

Vancouver Island North Woodlands Advisory Group

Sport Fishing

Marine Planning Partnership (MaPP)

Offshore Pacific Advisory Committee

Mount Waddington Health Network Steering Committee

Nimkish Woodlands Advisory Committee

Mount Cain Alpine Park Society



REGIONAL DISTRICT OF MOUNT WADDINGTON

BOARD OF DIRECTORS

MEETING MINUTES

October 17, 2023 at 2:00pm

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

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

Resolution
No.

CALL TO ORDER

2:10 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

- 203/2023 Moved/Seconded/**CARRIED**
THAT the RDMW Board of Directors October 17, 2023 Meeting Agenda be approved as presented.

DELEGATIONS & RECOGNITIONS - None

MINUTES

- 204/2023 Moved/Seconded/**CARRIED**
THAT the Minutes of the Board of Directors Meeting held September 11, 2023 be adopted as presented.

- 205/2023 Moved/Seconded/**CARRIED**
That the Correspondence on the table be received and filed.

- 206/2023 Moved/Seconded/**CARRIED**
THAT the Cheque Registry for September 30, 2023 be received and filed.

STAFF REPORTS

1. Administrator Report: *Noted:*
 - Transit Update:
 - Cumulative Revenue/Ridership was \$47,000 and 800 riders. This is consistent with this time last year for revenue; however this is a 3% increase in ridership over this time last year.
 - Campsite Update:
 - Bere Point cumulative revenue for the 2023 Season was over \$93,000.00, and Link River's cumulative revenue for the 2023 was \$32,500. These numbers are in alignment with the 2022 Season numbers.

- This is a good indication that our tourism industry is working well.
- Hiring Status:
 - The hiring status for the Manager of Finance is ongoing.

Moved/Seconded/**CARRIED**

207/2023 THAT the verbal October 17, 2023 Administrator's Report be received.

Moved/Seconded/**CARRIED**

208/2023 THAT Chair Andrew Hory, acting as representative of the Regional District of Mount Waddington sign the NI 9-1-1 Director Resolution for Transfer of Powers of Attorney that includes the cancellation of specified Share Certificates.

Moved/Seconded/**CARRIED**

209/2023 THAT Chair Andrew Hory acting as representative of the Regional District of Mount Waddington sign the NI 9-1-1 Director Resolution for Stock Dividend on Class A Voting Common Shares.

Moved/Seconded/**CARRIED**

210/2023 THAT the October 17, 2023 Travel Report be approved.

2. Economic Development Officer – Jackie Challis (October 5, 2023)
 - Thank you to Pat English for his continued time and instruction during this transition period.
 - Would also like to thank the entire staff at the Regional District who have made the move so positive.

Moved/Seconded/**CARRIED**

211/2023 THAT the October 17, 2023, Economic Development report be received and filed.

- b) Rural Resident Attraction Coordinator Report (October 6, 2023) Presented by Megan Hanacek.

Moved/Seconded/**CARRIED**

212/2023 THAT the October 5, 2023 Rural Resident Attraction Coordinator Report be received and filed.

- c) Tourism Coordinator Report (October 9, 2023), Presented by Natalie Stewart

Moved/Seconded/**CARRIED**

213/2023 THAT Vancouver Island North Tourism allocate \$1,500.00 to become Biosphere committed in 2024 and that this commitment be reviewed annually.

Moved/Seconded/**CARRIED**

214/2023 THAT Grant Signs be awarded the contract for the signage updates at Hoomak Lake and Bear Cove in an amount not to exceed \$18,500.00.

Moved/Seconded/**CARRIED**

215/2023 THAT the Regional District of Mount Waddington extend the current contract with Tourism Vancouver Island for the management of the VINT project for one year, with an operational review to be completed before entering into another 5 year contract.

Moved/Seconded/**CARRIED**

216/2023 THAT the October 9, 2023 Tourism Coordinator Report be received and filed.

3. Manager of Operations (October 9, 2023) *also noted:*
 - *Have started the initial stages of a backflow program for Coal Harbour and Woss*

systems, including identification of distribution networks and dialogues with property owners about getting backflow prevention for their sewer connections.

- Cody had a successful visit to Quatsino including review of the dock and recycling depot with potential improvements for both.

Moved/Seconded/**CARRIED**

217/2023 THAT the October 9, 2023 Manager of Operations Solid Waste report be received and filed.

4. Development Technician Report (October 17, 2023):

Moved/Seconded/**CARRIED**

218/2023 THAT the October 17, 2023 Development Technician report be received and filed.

FINANCIAL REPORTS

1. Finance Report – CAO verbal report, *Also noted:*

- *Recruitment for Finance Manager and Clerk are ongoing*
- *Staff are actively taking additional training to improve efficiency with the department.*
- *Questica Budget Software is underway with training to follow in December.*

Moved/Seconded/**CARRIED**

219/2023 THAT the October 17, 2023 Verbal Finance Report be received and filed.

2. Single Source Report by Finance Clerk MacEachern

Moved/Seconded/**CARRIED**

220/2023 THAT the September 30, 2023 Single Source be received and filed.

COMMITTEE REPORTS

EA.MRDT Committee:

- *RTAG 2023-06 Mateoja Heritage Trail - Sointula.*

Moved/Seconded/**CARRIED**

221/2023 THAT the funding application for RTAG 2023-06 Mateoja Heritage Trail be approved.

BYLAWS AND PERMITS - None

CORRESPONDENCE

1. Strathcona Regional District – Natural Resources Committee Terms of Reference

Moved/Seconded/**CARRIED**

222/2023 THAT the Regional District of Mount Waddington approve the Terms of Reference of the Natural Resources Committee.

OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Electoral Area Updates:

Area “A” - Broughton / Malcolm Island / Mainland

- *FO Hall Siding project has started*
- *Winterfest is happening on November 25, and the vendor list is full*
- *Seniors Association is having a community potluck on December 10, everyone is*

welcome

- *Tourism was definitely up this year, but not overwhelming.*

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

- *No Report*

Area "C"- Hyde Creek / Rupert

- *The first year has gone by quickly, a huge learning curve, but finally feeling like settling into the position.*
- *Attended first UBCM conference, very busy and lots to see and do. Was able to sit in on two of the three ministry meetings, was informative to see the process and awaiting any further follow up from those meetings.*
- *Took part in the Takaya Cultural Walk, very well done with lots of history and culture shared during the walk. Great to see the utilization of showcasing the area and cultural history.*
- *Hyde Creek APC met after the summer break.*
- *VINTAC Planning meeting on October 4 was well attended, positive and directed.*
- *Thank to all the Directors and staff for your support while dealing with the passing of my dad.*

Area "D"- Nimpkish Valley / Woss

- *After one year, the job was more than anticipated, but happy to arise to it.*
- *UBCM was a definite eye opener and provided a lot of contacts.*
- *The First Nation conferences were the highlight of the convention.*
- *Positive feedback received regarding the trail completion in Woss.*

2. Municipal Updates:

Village of Alert Bay

- *Mayor Furney, Mayor Corbett-Labatt and myself met with the Chief Medical Officer of Island Health at UBCM, as well as ministerial meetings with the Regional District.*
- *Meeting of the Whole, to discuss water system replacement. The cost estimate is approximately \$13.5 million dollars.*
- *Ongoing and future projects were also discussed.*
- *Cruise ship season was busy, with over 20 visits.*

Village of Port Alice

- *Have received approval for repair of the #2 pump and building.*
- *Local weekend markets are doing well*
- *Zamboni is available for sale via bid*
- *Bike trail is being upgraded to include cross country trail areas.*

District of Port Hardy

- *UBCM was busy and hopeful that all the ministerial meetings will see some positive outcomes.*
- *Tour de Rock fundraising was well received.*
- *National Day of Truth & Reconciliation walk on September 30. The walk was amazing.*
- *Attended Dave Rushton's memorial service with large turnout. Was very moving*
- *Fire Department is looking for volunteers.*
- *The first annual volunteer awards was held, with over 100 participants.*
- *Port Hardy Girls Volleyball team held a fundraising car wash.*
- *Situation table has officially been started in Port Hardy*
- *Pat will be attending the Labour Market Summit later today.*
- *Great to see the turnout at UBCM from the Regional District.*
- *Excited that the Port Hardy Rotary will be putting on the Annual Pumpkin Walk on November 1, 2023.*

Town of Port McNeill

- *Beach Drive slope stabilization project is ongoing, with probably another month to complete most of the project.*
- *This Thursday, starting at 5:00pm there is a Community Forest meeting at 7 Hills open to everyone.*
- *Positive UBCM experience. Great Island Health meeting with Dennis Buchanan and Pat Corbett-Labatt.*

Questions/Comments:

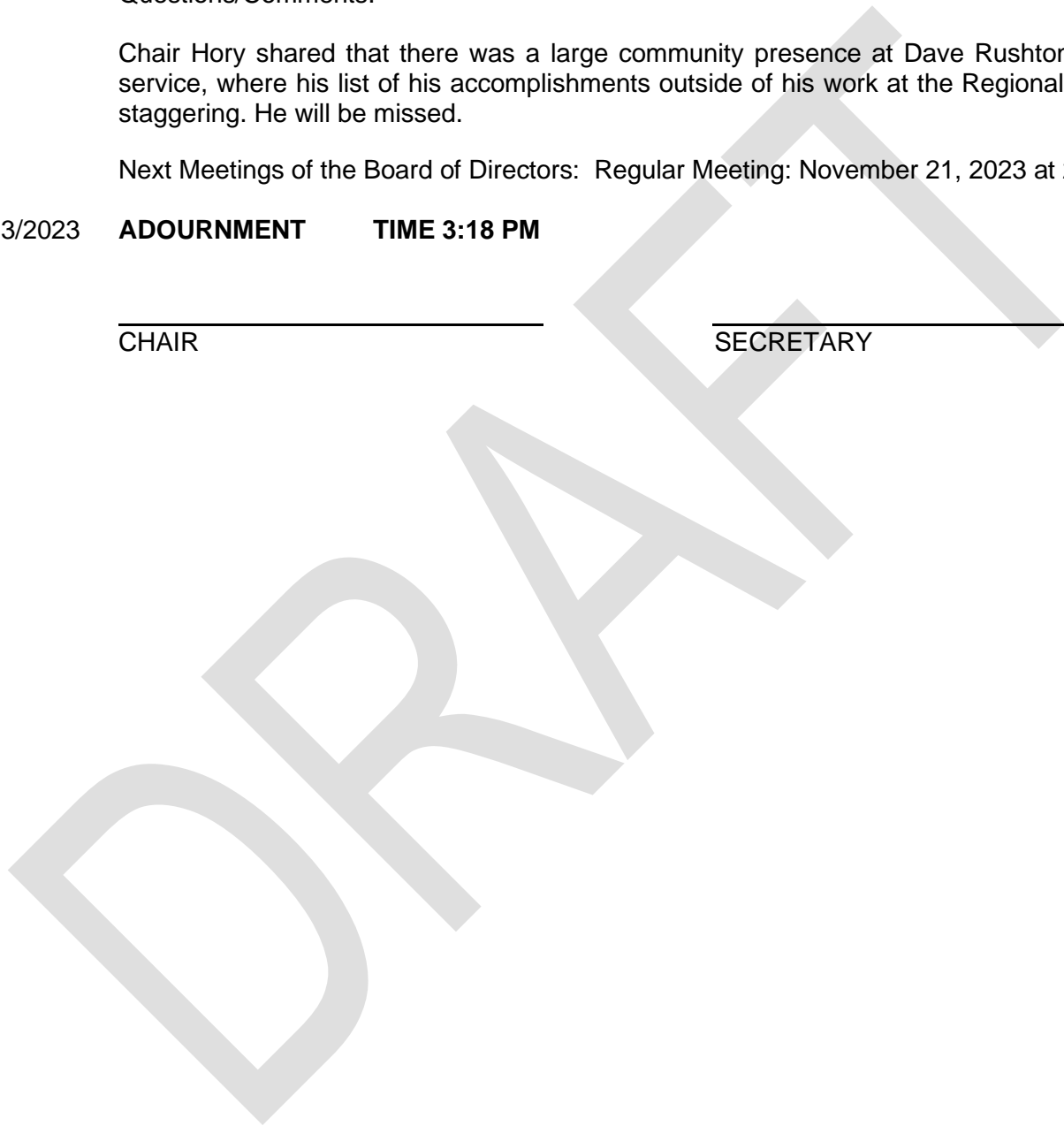
Chair Hory shared that there was a large community presence at Dave Rushton’s memorial service, where his list of his accomplishments outside of his work at the Regional District was staggering. He will be missed.

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

223/2023 **ADOURNMENT** **TIME 3:18 PM**

CHAIR

SECRETARY



Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy

(VICC-CSWCE)

Terms of Reference

DATE ADOPTED

Vision

That local governments on Vancouver Island, Qathet and the Sunshine Coast are working together to address the opportunities and challenges of managing solid waste. Our residents are aware of, and support the need to reduce and manage our waste in a sustainable manner as we work toward achieving a circular-economy through the application of zero-waste principles.

Goals

1. Ensure information is shared between Vancouver Island and Coastal Community (VICC) local governments to encourage best practices and common solutions in solid waste management and consistent messaging to our residents.
2. Collect and maintain appropriate and consistent data associated with solid waste management within the VICC.
3. Support an informed and unified voice to assist efforts with the Province, non-governmental organizations and other partners in developing effective waste management solutions and policies towards the development of a regional circular economy.

Special Committee Membership

The Committee membership will be composed of one elected representative and alternate from each VICC regional district board. Each elected representative will be accompanied by a staff member from their member regional district.

Term

The VICC Special Committee on Solid Waste and Circular Economy will begin ***DATE TBD*** and review its Terms of Reference during the year following each provincial municipal election.

Special Committee Chair and Vice-Chair

A Chair and Vice-Chair will be elected by the Committee at the Committee's annual elected official and staff meeting for a two-year term. The Chair is responsible for establishing the meeting schedule, reviewing agendas and minutes, facilitating and managing meetings, contact with media, and presenting to AVICC, UBCM and the Province of BC as required.

Administrative Support

- Meeting support will be provided by a lead regional district or by a third-party secretariate.
- Administrative and technical support shall be provided by VICC member regional districts as assigned by the Chief Administrative Officer for each regional district.
- The Special Committee may contract with any person, so long as that contract is within its budget allocation, and approved by the Committee

Expert Members and Invited Guests

The Special Committee on Solid Waste and Circular Economy may, from time-to-time, require experts, academics, or other government/voluntary sector representatives to attend meetings, as presenters, advisors or observers because of their knowledge of the topic, subject to working within its budget allocation.

Confidentiality

While the results of the special committee will be presented in a public forum and community engagement will be important if any outcomes are proposed for implementation, the deliberations of the special committee are to be confidential. Members are committed to respecting the personal privacy of the Special Committee on Solid Waste and Circular Economy and agree not to disclose personal information or views expressed during meetings. Deliberations may be shared within the various agencies represented by the Committee but should remain confidential until there is general agreement and consensus to make them public.

Agendas and Minutes

Agendas shall be approved by the Chair and provided to committee members a minimum of three days in advance of the meeting. A copy of the approved minutes shall be forwarded to VICC member regional districts to ensure that all regional district elected officials are informed of the Special Committee's proceedings.

Deliverables

1. Partnership – Compile annually comparative solid waste metrics of member regional districts and produce an annual “State of VICC Solid Waste” Report. Continue to work on standardizing comparative metrics across regional districts.
2. Partnership – meet at a minimum annually – to discuss comparative metrics, identify issues and challenges, identify areas of collaboration, discuss best practices for alignment and identify points of advocacy.
3. Partnership – member regional district staff meet twice annually to compile comparative data, identify points of collaboration and advocacy
4. Advocacy – engage the British Columbia Ministry of Environment and industry groups to review and expand waste reduction and diversion policies.
5. Long-term Disposal – review annual opportunities for collaboration.
6. Regulations and Enforcement – ensure that, where practicable, disposal bans and bylaws are consistent across regions to reduce leakage across borders.

Resources and Funding

The VICC member led Special committee on solid waste will utilize the \$12,374 originally allocated to fund programming and administration of the AVICC Special Committee on Solid Waste Management to:

1. administer a base level of activity of an annual staff and elected representative meeting/workshop to discuss comparative metrics, identify issues and challenges, identify areas of collaboration, discuss best practice and identify areas of advocacy;
2. administer two staff meetings to discuss technical elements of alignment, collaboration and advocacy; and
3. compile annual comparative solid waste metrics of member regional districts and produce an annual “State of VICC Solid Waste” Report.

Once a preliminary budget has been established and agreed upon by Committee members, funds remaining after 4 years of base level administration will be held in reserve to be used for any identified shared initiatives approved by the Committee. If potential collaborative project budgets exceed the reserve funds, participating member regional districts will be asked to contribute the remainder of the funding to complete the deliverables based on a fair cost-sharing formula to be established through discussion with the CAOs and approved by the Committee. In-kind contributions may be considered in the funding formula if the contributions will be substantial and measurable.

Meetings

Staff and elected representatives meet once a year in a workshop environment for a review of comparative data and effectiveness of local policy and programs, discuss current issues, new and emerging issues, areas of overlap with opportunities for collaborations and identify year's points of advocacy and potential area association resolutions. The annual meeting will be held in a hybrid format to accommodate all forms of participation.

It is expected that two virtual staff meetings will take place. Other than the annual meeting/workshop of elected officials and staff, meetings will be held virtually to minimize time commitment.

Wherever possible and feasible, in-kind contributions of technical and administrative support will be utilized.

Outside of the baseline activity of one annual meeting and two virtual staff meetings, CAOs and staff can meet as needed to discuss current issues, new and emerging issues, areas of overlap with opportunities for collaboration.

Quorum and Voting

A majority of appointed elected official Committee members present and voting at the annual meeting of elected officials and staff constitutes a quorum. A simple majority of

Committee members present at a meeting is sufficient to pass a resolution of the Committee, however consensus decision making may be given priority.

Code of Conduct (Bill 14 WorkSafe BC)

It is the responsibility of all participants to act in accordance with WorkSafe BC legislation, with specific attention to Bill 14 requirements, (s 5.1 WCA Pt II) to ensure the work environment is free of discrimination, bullying and harassment. The committee will support an atmosphere of understanding and respect for the rights and dignity of all individuals. All members must carry out their responsibilities professionally and to the highest standard of integrity to ensure that all actions of the committee are conducive to a positive collaborative working relationship. This will require consistent adherence to legislation to support principles of respect and professional veracity

DRAFT



REGIONAL DISTRICT OF MOUNT WADDINGTON

ECONOMIC DEVELOPMENT DEPARTMENT

MONTHLY REPORT

TO: Board of Directors

FILE:

DATE: November 2023

FROM: Jackie Challis, Economic Development Officer

SUBJECT: Monthly Economic Development Department Report – November 2023

Below are a number of key activities, projects, & initiatives administered and attended by the Economic Development Department over the previous month:

- Preparation & Submission of the 24/25 RDMW Application to the BC Gov Rural Economic Development & Infrastructure Program (REDIP)
- Attended a meeting (as an “observer” for informational purposes) with the RDMW Planning / Development Technician and a representative of the Mount Cain Alpine Park Society
- Campbell River and North Island Labour Market Partnership Project (LMPP)
 - Attended multiple online meetings and project collaboration calls
 - Assisted with CR & NI Regional Talent Summit (Oct 17, Port Hardy) logistics
 - Assisted in creation of digital survey for Summit participants to augment project findings
 - Participating in planning calls for CR & NI Medical & Healthcare Career Expo (Nov 22, Virtual)
- Facilitated and participated in Seaweed Industry Development Initiative (SIDP) Steering Committee
- Vancouver Island North Tourism Advisory Committee (VINTAC)
 - Attended Committee meetings and planning sessions with 4VI/VINT Coordinator
- Collaborated with outgoing Manager and other RDMW Departments on succession planning, project administration, and corporate best practices & systems for current and future Ec. Dev. initiatives
- Participated in preliminary meetings with CAO & Department Manager to discuss funding & potential partnerships regarding the proposed RDMW Multiplex initiative
- Participated in initial planning calls with BC Employer Training Grant fund administrators for potential future funding and training opportunities
- Regional Rural Attraction Program (RRAP)
 - Working with our contractor Megan Hanacek to oversee and facilitate a number of key projects including upgrades to the myvancouverislandnorth.ca website, the InfoFlip collateral brochure, and elements of the Ambassador program
 - Assisting with NI Economic Forum (Nov 14/15, 7 Hills Golf & Country Club) logistics
- Attended the Vancouver Island Economic Alliance Summit (Nanaimo, October 25/26)

Respectfully submitted,

Economic Development Officer

Update Regional District of Mount Waddington Resident Attraction and Retention

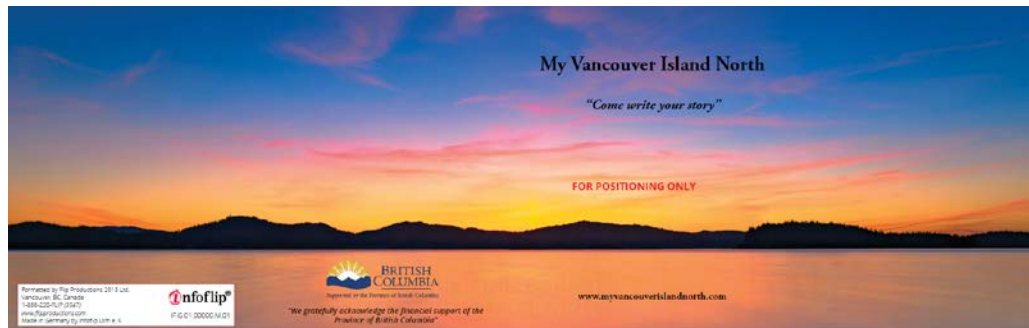
My Vancouver Island North Media






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

Social Media details:

- Facebook currently has 3044 followers (2757 last RDMW meeting, up 69% in regular followers from previous 28 days. We had significant reach in last 28 days, 191,000 views, up 11% from last 28days. Our engagement is up 48% at 14,000 and our 3 second video views are 19, 800, up 3000%).
- Instagram currently sits 1144 followers (1128 last RDMW meeting). Daily locally relevant posts are being added to both channels (several times a day on FB).

Website: Our My Vancouver Island North events calendar (<https://myvancouverislandnorth.ca/life-here/our-stories/>) has now been updated and we have received proposals for a new housing portal. Our infoflip brochure has now been sent to the publisher for final printing and will be included on the website and in Ambassador packages.



<p>My Vancouver Island North</p> <p>With 11 communities (and arenas, pools and a ski hill) throughout Vancouver Island North, you're as secluded or as social as you want to be. Go for a hike in the woods, celebrate a special occasion with a picnic by the ocean, or watch the game at the pub with friends and family.</p>  <ol style="list-style-type: none"> 1 Our Communities 2 Explore Life Here / Social 3 Education / Health & Safety <p>North Vancouver Island Map</p>	<p>My Vancouver Island North Life</p> <p>What's life like living on the north end of a Pacific island paradise? In a word - awesome. There are over a million acres of the greenest forests, secret lakes for summer days, a ski mountain with untrodden fresh powder, extensive backcountry hiking, a vast ocean playground, winters so mild snow is newsworthy, a growing economy, great jobs and a solid community to depend on.</p>  <ol style="list-style-type: none"> 4 Lifestyle / Land Activities - Hiking 5 Fishing & Hunting / Wildlife Viewing 6 Skiing & Snowboarding / Water Activities <p>North Vancouver Island Map</p>	<p>My Vancouver Island North Business</p> <p>Forestry and fishing jobs are a well-known part of our local industry, but so are tourism and hospitality, education, marine, medicine, trades, and other career options. Launch your own business to serve our region's residents, or work online to sell to the rest of the world. We have some of the highest speed internet in British Columbia and direct daily flights to Vancouver.</p>  <ol style="list-style-type: none"> 7 Forestry / Mining / Aquaculture 8 Fisheries / Marine / Health / Education 9 Tourism / Small Business / Retail <p>North Vancouver Island Map</p>	<p>"Come write your story"</p> <p>Vancouver Island North offers immense opportunities for lifestyle, career, family and recreation. We offer a variety of business opportunities, room to grow and opportunities for single detached house ownership.</p> <p>The Industries by Business Counts</p>  <p>FOR POSITIONING ONLY</p> <p>Occupied Private Dwellings by Structural Type</p>  <p>FOR POSITIONING ONLY</p> <p>Further detailed information about our region can be found here: https://communityinformationstool.gov.bc.ca</p> <p>Photo Credits: Cover (Cuckin's Best Photography), Inserts (Steve Smith, Lisa Hartman, Jackie Hilliering, Brian Swartz, Stevie Morgan, Marzani)</p>
---	---	---	--

1) Vancouver Island North Training and Attraction Society

Pat, Jackie, Megan, Dave and Riley continue with planning for the Fall 2024 Economic Forum 1.5 days session. We have also had recent discussions with PacificCan to refine the presentation materials as there may be new funding sources (after March 31 fiscal end).

Ongoing VINTAS Marketing monthly meetings continue with recent focusses on these topics: Ambassador program upcoming meetings, VICEDA meetings, attendance at VIEA, the Fundamentals of Forestry school, 2023-2024 workplan and other upcoming marketing deliverables. We continue to help support input into the Labour Market Project and Health care Locum at Home Program. Both Jackie and Megan attended the Oct 17 session in Port Hardy (4:30-7pm). We are also helping with the Campbell River & North Island Medical and Healthcare Career Expos on Nov 22nd (virtual, Megan has a speaking spot).

2) Provincial Nominee Program

72 inquiries for candidate packages to date. Our applications have slowed like many rural areas of BC. We have forwarded materials to be included in the PNP exhibits in Egypt and Europe, showcasing our region. Regular monthly meeting attendance and reporting with PNP government staff is occurring to discuss candidate vetting and learning from other jurisdictions.

3) Executive Pulse Data Content Management System

Ongoing work is being completed with the database (collaboration with RDMW and Community Futures). Consideration for use in the Ambassador networking.

November 03, 2023

Jackie Challis
Economic Development Officer
District of Mount Waddington PO Box
729 Port McNeill, BC

Vancouver Island North Tourism Report: October 2023 to November 2023

Upcoming and in-progress activities:

- MRDT planning is well under way, I am just waiting for final budget information from two communities to complete the budget portion. Once that is complete each of the 4 plans will be sent to their respective communities for submission to the Ministry.
- DBC Coop program applications are due November 26, 2023, these plans are in progress and will be submitted before the deadline.
- VINTAC meeting was held on November 1st. The 2024 strategic and marketing plan was submitted with two budget options, highlighting two possible outcomes from the Destination BC Open Pool funding application. This plan will be finalized and put forward for recommendation to this board at the January VINTAC meeting.
- I attended the 4VI AGM on November 3rd in Nanaimo and the Fall Industry Update (Road Show) on November 4th. Really good presentation from Brian Cant - acting CEO - 4VI and Richard Porgess President and CEO - Destination BC.
- I have been working with Kyla Egan at 4VI to arrange for VINT to become biosphere committed in January 2024. A press release will be available in January announcing this commitment.
- Work on the new signage for Hoomack Lake and Bear Cove is in progress. Design work is almost complete and manufacturing will take place in November, with installation before the end of the year.
- VINT Social Media Following continues to grow month over month and year over year.
 - Facebook
 - October 2022 - 18,634
 - October 2023 - 23,201
 - Instagram
 - October 2022 - 30,559
 - October 2023 - 33,054
 - Twitter
 - October 2022 - 2067
 - October 2023 - 2146

VINT Web Content + Stakeholder Sites

- Itineraries [page](#): 6 IG story link clicks, 14 FB clicks, and 17 on TW.
- Fall [page](#): 7 IG story link clicks, 10 through link in bio on IG, and 20 FB link clicks.
- Art Galleries & Studios [page](#): 3 IG story link clicks, 7 through link in bio on IG, and 40 on FB.
- Getting Here [page](#): 6 FB link clicks and 8 on TW.
- Wild Pledge [page](#): 5 FB link clicks and 10 IG story link clicks.
- Know Before You Go [page](#): 8 on FB and 2 on TW.
- Hiking Trails [page](#): 5 clicks on FB, 1 on TW, and 2 through IG link in bio.
- Bird Watching [page](#): 5 TW link clicks and 15 through the link in bio on IG.

- Western Forest Products's closure [page](#) for the October work on Telegraph Cove Road: 10 IG story link clicks, 35 FB clicks, and 2 on TW.
- Coho Joe Cafe & B&B listing [page](#) on our site: 2 link clicks through our IG link in bio and 18 on FB.

Community News and Events

Here are some events and news that were re-shared through our channels:

- The documentary [Subterranean](#) at the Gatehouse Theatre this month.
- Kwa'lilas held their grand re-opening of the [Cafe](#).
- MERS launched new [merchandise](#), available in-store and in their Port McNeill store.
- The 45th Annual [Sointula Winter Festival](#) is coming up next month.
- Christmas at Market (Copper & Kelp Market) happening in [November](#).

INSTAGRAM

Instagram Collaborations this month:

1) A [carousel](#) with the BC Bird Trail and TVI announcing the newly released Bird Trail for the North Island!

Results: 7,919 accounts reached, 10,801 impressions, 362 likes, 1 comment, 1 DM share, and 3 saves.

2) A [reel](#) with ITBC highlighting Culture Shock Gallery. This collab was re-shared through stories by 4VI and DBC (among others), which also helped increase numbers.

Results: 16,928 accounts reached, 19,757 plays, 386 likes, 4 comments, 18 DM shares, and 14 saves.

It's worth mentioning that a carousel featuring the colder fall perspective of Cape Scott had a lower performance this month, while a carousel highlighting the summery vibe of Cape Scott performed very well. The engagement numbers align with travellers' preferences, as most of them express a strong desire to visit during the summer season.

Low-performing posts

1. An owned staircase [photo](#) for Halloween.

Results: 3,187 reach, 3,328 impressions, 264 likes, and 1 save.

2. A UGC [carousel](#) of some fall Cape Scott photos.

Results: 3,386 accounts reached, 4,159 impressions, 305 likes, and 4 saves.

3. A UGC [carousel](#) of intertidal shots in Holberg.

Results: 3,423 accounts reached, 4,644 impressions, 208 likes, 1 comment, and 1 save.

High-performing posts

1. The collab [reel](#) with ITBC on Culture Shock Gallery.

Results: 17,186 accounts reached, 23,766 plays, 387 likes, 5 comments, 18 DM shares, and 14 saves.

2. A UGC [reel](#) of the Inside Passage Route from Prince Rupert to Port Hardy.

Results: 13,740 accounts reached, 14,873 plays, 394 likes, 5 comments, 50 DM shares, and 43 saves.

3. A UGC [carousel](#) summer throwback to a Cape Scott + North Coast Trail hike.

Results: 9,285 accounts reached, 13,295 impressions, 1,043 likes, 6 comments, and 39 saves.

FACEBOOK

Interesting to note that all three low performers were Facebook posts reshared from the business page.

Low-performing posts

1. The Halloween [poster](#) re-share from Mio Amore Pizza on Halloween.

Results: 739 accounts reached, 739 impressions, 6 reactions, and 1 share.

2. The [poster](#) re-share about the road closure from WFP.

Results: 804 accounts reached, 11.3k impressions, 5 reactions, 11 link clicks, and 1 share.

3. The [poster](#) re-share from Copper Kelp Market about their upcoming Christmas market in November.

Results: 1.3k accounts reached, 1.3k impressions, 11 reactions, and 1 share.

High-performing posts

1. A UGC [carousel](#) of a trip to Cape Scott Park.

Results: 23.5k accounts reached, 24.6k impressions, 344 reactions, 9 comments, and 20 shares.

2. A UGC [carousel](#) announcing the season's closure at Telegraph Cove.

Results: 16.7k accounts reached, 16.7k impressions, 397 reactions, 22 comments, and 21 shares.

3. A [carousel](#) post highlighting Malcolm Island Food Company. All of these images are from their Facebook page.

Results: 16.5k accounts reached, 18.1k impressions, 619 reactions, 62 comments, and 36 shares.

TWITTER

Low-performing posts

1. A [carousel](#) about the Art Tour. Images were mostly from the respective artist's pages.

Results: 102 impressions and 5 reactions.

2. The [poster](#) for the Copper Kelp Market Christmas market.

Results: 118 impressions and 3 reactions.

3. A [poster](#) share of a documentary showing at the Gate House Theatre.

Results: 130 impressions, 2 likes, and 1 link click.

High-performing posts

1. The [carousel](#) announcing the season's closure at Telegraph Cove.

Results: 1,696 impressions, 1 RT, and 73 total for engagement

2. A [carousel](#) Bird Trail highlight.

Results: 1,156 impressions, 2 RTs, 5 link clicks, and 38 total for engagement.

3. A [link](#) to our Itineraries page. Despite the image disappearing after going live, the post still performed decent on Twitter.

Results: 893 impressions, 16 link clicks, and 30 total for engagement.

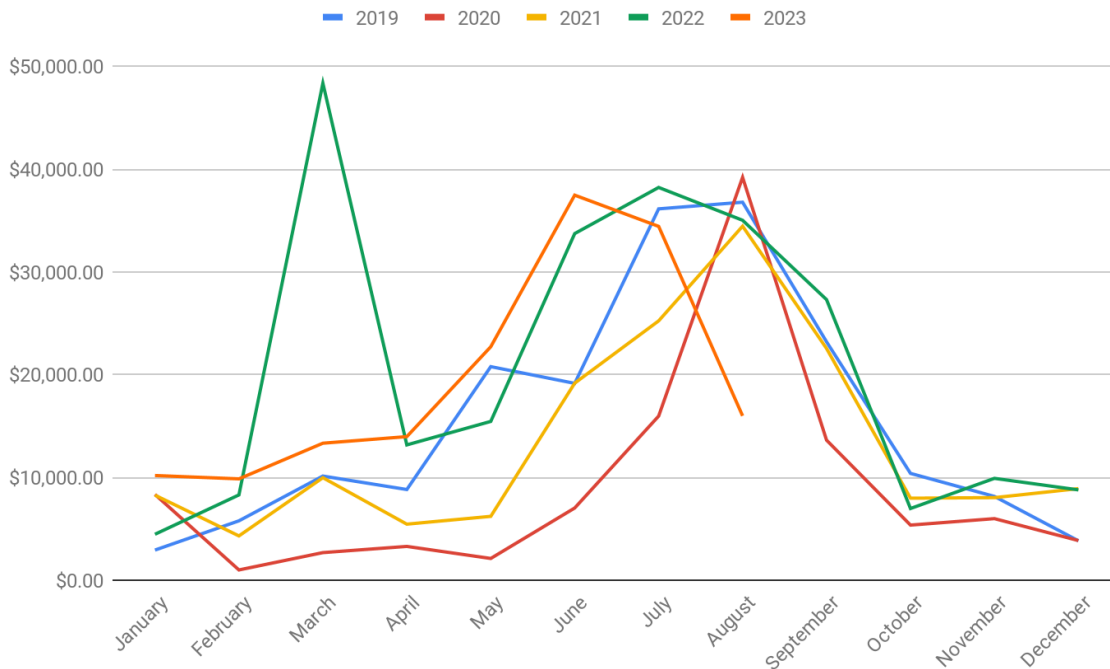
Vancouver Island North Tourism Advisory Committee

The next meeting will be held on January 24 from 12:30-2:30. The agenda for this meeting includes

- 2024 Strategic Business & Marketing Plan for Recommendation
- 2024 VINTAC Meeting Calendar
- Committee member recommendations for 2024-2025
- Chair & Vice Election recommendations for 2024
- Community/Partner Organization Updates

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 & Port Alice). All MRDT collecting communities on the North Island are collecting MRDT at a rate of 3%



	2019	2020	2021	2022	2023
Jan	\$2,917.78	\$8,330.62	\$8,259.55	\$4,802.82	\$10,173.87
Feb	\$5,761.99	\$982.04	\$4,294.63	\$7,801.24	\$9,847.10
Mar	\$10,120.56	\$2,668.57	\$9,959.97	\$48,383.40	\$13,316.98
Apr	\$8,809.07	\$3,273.34	\$5,438.80	\$13,435.76	\$13,958.15
May	\$20,770.41	\$2,100.10	\$6,198.53	\$15,438.90	\$22,706.13
June	\$19,143.08	\$7,011.24	\$19,162.48	\$33,721.69	\$37,461.67
July	\$36,126.77	\$15,957.51	\$25,225.62	\$38,211.38	\$34,421.16*
Aug	\$36,772.69	\$39,195.56	\$34,441.50	\$3,5016.19	\$15,979.03**
Sept	\$23,188.65	\$13,615.46	\$22,537.80	\$27,294.07	
Oct	\$10,380.61	\$5,348.35	\$7,967.36	\$6,957.05	
Nov	\$8,138.24	\$5,976.56	\$8,020.04	\$9,897.00	
Dec	\$3,819.56	\$3,844.11	\$8,895.76	\$8,774.50	
TOTAL	\$185,949.40	\$108,303.64	\$160,402.04	\$249,561.26	\$157,864.09

*Does not include Port McNeill MRDT

**Only Electoral Areas & Port Alice available at the time of this report.

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:** November 15, 2023

FROM: Patrick Donaghy, Manager of Operations

SUBJECT: November 2023 Operations Report

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

The Regional District continues to make good process of documenting its tangible capital assets to establish an inventory. It is hoped that the initial task of identifying the tangible capital assets for the inventory will be completed by the Board meeting but the project will then need to value each of these assets.

The Kwakiutl Band Council has given a letter to the Regional District providing strong support for 7 Mile Landfill while asserting their rights to unceded traditional territory lands. This support will be very important in the coming years given the various initiatives related to 7 Mile Landfill's development including the Design Operations Closure Plan that will now be submitted with the letter.

The Province has issued the Regional District with a Water License for the wells that service the Woss Water System and hence assures the rights to water of the servicing aquifer. This process was initiated five years ago when the Province established the need to apply for water licenses to secure the right to extract water from aquifers.

The House Hold Hazardous Waste Extended Producer Responsibility Program (EPRP) administered by Product Care has approved the lending of \$5,000 to improve the Woss Recycling Depot with an exterior concrete apron. The loan will be reduced by 20% per year without repayment subject to the Woss facility continuing to serve the public and will be extinguished in 5 years.

The Regional District is currently engaging the larger water users in Coal Harbour who maintain private distribution systems to determine whether they are in compliance with the existing rule and regulations by maintaining backflow prevention equipment. The Ministry of Health has placed a priority on water systems protecting themselves from the risks of backflow contamination.

Finally, one of the priorities identified in the 2023 Business Plan was the purchase of a used forklift with a proposed budget of \$30,000. Staff has researched available used forklifts and the following forklifts were viewed as potential candidates:

Make/Year	Price	Details	Supplier
Toyota 2017	\$35,495	Propane, 5000 lbs Capacity, 3 stage mast, side shift	Masonlift
Toyota 2017	\$23,998	2 Stage Mast, 6000 lbs	Pacific West Forklift
Mitsubishi 2019	\$27,500	3 Stage Mast, tilt, side shift, 1700 hours, brand new pneumatic solid tires	Pacific West Forklift
CAT 2018	\$24,900	Propane, Capacity 5000 lbs, 3 stage mast, 5213 hours	Leavitt Machinery

Based on versatility, low usage hours and quality of the tires, the recommended forklift is the 2019 Mitsubishi for \$27,500. Therefore it is recommended that the Board approve the following:

That the Regional District of Mount Waddington purchase the 2019 Mitsubishi for \$27,500 from Pacific West Forklift.

Respectfully submitted

Patrick Donaghy PEng, MSc



REGIONAL DISTRICT OF MOUNT WADDINGTON

PLANNING & DEVELOPMENT SERVICES DEPARTMENT

MONTHLY REPORT

DATE: November 21, 2023

FILE: 315.05

AUTHOR: June Kwon, Development Technician

SUBJECT: Monthly Planning Report - November Board Meeting

1. Crown Land:

Department received the following referral requests:

- 20231109-REF-161770944-1415352 (Utility): application to acquire authorization for performing maintenance / improvement on wood pole substation. The substation supplies 0.8 MVA of load to community of Woss.
- 20231111-REF-161692327-1414296 (Aggregate / Quarry Materials): proposing to obtain permission for exploring and defining of deposits for the quarrying aggregate purposes. The subject rea is approximately 3km SW of Town of Port McNeill.
- 20231111-REF-161820584-1415002 (Adventure Tourism / Commercial Recreation): proposing to obtain Licence of Occupation for accommodating commercial recreation activities near Shawl Bay, approximately 45 km NE of Port McNeill.
- 20231116-REF-141901611-1408055 (Industrial): application for obtaining a Licence of Occupation to operate log handling activities. Consisting of 6 sites, all located along the shoreline of Huaskin Lake, approximately 39 km NE of Sointula, 45km NE of Port Hardy.

Department received a letter from Ministry of Forests advising that the tenure for Winter Harbour Quarry Site, disposition number 911142, will lapse on the 15th of August, 2024. Staff will prepare a report and attend Regional Planning Committee to enquire the board's approval (as the acquisition / disposition of such asset is under the discretion of the board). The information package will be circulated to Quatsino First Nation and Winter Harbour Ratepayers Association.

2. Subdivision:

A bareland strata, featuring 7 strata lots, has been created as a result of the completion of subdivision process (RDMW File No. 2020-SUB-02). The strata is located 5.2km SE of Town of Port McNeill and 1.4km SE of Hyde Creek. Staff circulated civic addressing information to applicable agencies, including Hyde Creek Fire Department.

3. Site Permit:

- 2023-SP-07 (Mt. Cain) – In review: application submitted by Mt. Cain Alpine Park Society to accommodate expansion of existing lodge. Staff circulated the application package to Mountain Resort

Branch of Ministry of Tourism, Arts, Culture and Sport and Electoral Area Director D for their review and comment.

- 2023-SP-14 (Winter Harbour): application proposing to construct a primary dwelling in Winter Harbour. After an initial review, staff advised the applicant to corroborate the application package.
- 2023-SP-15 (Malcolm Island) – Received: application proposing to construct a primary dwelling.
- 2023-SP-16 (Hyde Creek) – Received: application from Hyde Creek Recreation Association regarding the construction of a pavilion in Crown tenure area (lease number 103591).

4. Bylaw Compliance:

- a) 2023-BENF-13 (Sointula): received a complaint regarding the noise.

5. Miscellaneous:

- a) *Building and Demolition Permits Survey* for October has been submitted to *Statistics Canada*..
- b) Staff circulated 'iMap Basic Navigation Guide' to Village of Alert Bay, Village of Port Alice, Town of Port McNeill and District of Port Hardy.
- c) Staff composed 'RDMW Tenures, Fee Simple Properties.' This document purposes to oversee the status of assets, i.e., tenures RD acquired and properties under RD's ownership.
- d) Staff archived old original maps stored in the map chest for reference purposes. Scanned maps were stored under the following cabinets: 'Base Maps,' 'Land Status Maps,' 'Mineral Inventory Maps,' 'Misc. Port McNeill Maps and Terrain Maps,' 'A.L.R. Maps,' 'Composite Maps,' 'Zoning Maps,' 'Archeological & Land Inventory Maps' and 'Port Hardy Maps.'

Respectfully Submitted,

June Kwon, Development Technician

Approved by

David Kim, Chief Administrative Officer



REGIONAL DISTRICT OF MOUNT WADDINGTON
Single Source October 2023

TO: REGIONAL DISTRICT BOARD MEMBERS

FROM: Shelley MacEachern, Finance Clerk

DATE: November 10, 2023

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 - October 2023

DATE	PO #	EFT #	PAYABLE TO	AMOUNT	Department	Description
October 17/23	23-060	3273	T NICHOLSON WELDING	\$6,825.00	7-Mile Solid Waste	Removal of Blackberry Bushes from Landfill. Phase 1 + 2 of Biocover System.
Octobv 18, 2023	23-053	3292	PORT MCNEILL ENTERPRISES	\$1,433.60	Woss Heritage Park	Concete Blocks
Octobv 03., 2023	23-054	3202	LOVE LOCAL MARKETING	\$5,097.75	Economic Development	Social Media Services Seot 2023 - March 2024

REGULAR COUNCIL STAFF REPORT



To: Mayor and Council
Subject: Accessibility Act BC Regulation and Local Government Requirements
Meeting: REGULAR COUNCIL - 08 Aug 2023
Department: Senior Staff
Staff Contact: Heather Nelson-Smith, Chief Administrative Officer

PURPOSE:

This staff report provides an overview of the Accessibility Act BC Regulation and its implications for Local Governments in BC. As we embark on the journey to enhance accessibility and inclusivity within our communities, we must recognize the need for collaboration with other municipalities. Together, we can support the successful implementation of this program, given that we all need to meet the same criteria, and access to volunteers is unstable in all communities.

BACKGROUND:

The Accessibility Act BC Regulation represents a significant step forward in creating an inclusive society that empowers people with disabilities to participate fully in their communities. The regulation emphasizes the importance of culture change, awareness, and collaboration to achieve its objectives.

Effective September 1, 2022, over 750 public sector organizations will be required to establish an accessibility committee, an accessibility plan, and a build tool to receive feedback on their accessibility.

As a Local Government in British Columbia, we have a crucial role to play in fulfilling the requirements of the Accessibility Act BC Regulation. These requirements include establishing an Accessibility Committee, developing an Accessibility Plan, building a feedback tool, and participating in regular reporting. Complying with these requirements will make our community more accessible and inclusive for all residents.

All municipalities in British Columbia are mandated to adhere to the same criteria outlined in the Accessibility Act BC Regulation. Given these obligations, collaborating with other municipalities can facilitate the exchange of knowledge, experiences, and best practices. By working together, we can collectively overcome challenges and accelerate progress toward meeting the accessibility goals.

Volunteers are required to form the committee, including those related to accessibility. However, many communities, including ours, face challenges in maintaining a stable pool of volunteers over time, so being in the same region means we will also look for the same volunteers. Collaborating with other municipalities can enable us to pool resources, share volunteer networks, and ensure that accessibility programs have sustained support.

FINANCIAL:

To effectively collaborate with the Regional District of Mount Waddington, Alert Bay, Port Alice and Port McNeill to implement the Accessibility Act BC Regulation, staff proposes a financial plan that outlines allocating resources required to meet the regulation's criteria.

The District of Port Hardy will take the lead in preparing the accessibility plan and roadmap for each of the participating communities. This will involve assessing, identifying barriers, and formulating strategies to achieve accessibility goals.

Once all parties agree upon the plan and roadmap, the District of Port Hardy and the partnering municipalities will work together to complete the required tasks to meet the accessibility regulation. This collaborative effort will ensure a cohesive and unified approach to enhancing accessibility.

Given the limited capacity of staff resources in the District of Port Hardy, it is proposed to hire a contractor/consultant to assist with the planning and preparation of the plan. The total cost not to exceed \$10,000, note this amount is not inflated to accommodate the other communities, we know this is what it will cost just for the District to complete this work.

The District of Port Hardy has available funds within the administration contracted services budget, specifically allocated to support capacity in the administration department. We propose allocating these funds to cover the cost of hiring a contractor.

Each participating community must provide staff time and resources to support the implementation process as part of the collaboration. This includes assisting in preparing and reviewing the accessibility plan, actively participating in workshops, and formulating their own implementation plans. By sharing responsibilities, we can ensure that the workload is distributed evenly, and that each municipality plays an integral role in the project's success. Alternatively, the other communities may also elect to increase the contractor's budget to have them work on their behalf.

POLICY:

This is a requirement of the Accessibility Act BC Regulation.

RECOMMENDATION:

THAT Council approves the direction to seek collaboration with the Regional District of Mount Waddington, Port Alice, Port McNeill and Alert Bay to adhere to the BC Accessibility Act Regulations.

Heather Nelson-Smith, CRM
Chief Administrative Officer