



REGIONAL DISTRICT OF MOUNT WADDINGTON
BOARD OF DIRECTORS
MEETING MINUTES

January 16, 2024 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, Dennis Dugas, James Furney,
Michelle Pottage, David Summers, Kathryn Wykes
Zoom: Kevin Cameron, Marjorie Greensides

Staff: In person: David Kim, Administrator, Jackie Challis, Economic Development Officer
Patrick Donaghy, Operations Manager
Zoom: Megan Hanacek, Rural Resident Attraction Coordinator, Nadine Weldon,
Recording Secretary, Shayla Burnham, Executive Assistant

Public Zoom: Kathy O'Reilly – NI Eagle,

Resolution **CALL TO ORDER**
No.

2:00 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**
001/2024 THAT the RDMW Board of Directors January 16, 2024 Meeting Agenda be approved as amended.

DELEGATIONS & RECOGNITIONS

1. 7 Hills Golf & Country Club – Scott Mitchell & Dale Dorward
 - Updates for 2023 and insights for 2024 include:
 - o Membership has remained solid for 2023, including 45 junior memberships, which is a 100% growth from 2021. This may be due in part with both NISS and PHSS starting golf clubs for students.
 - o This will translate to restarting some junior clinics
 - o The annual North Island Logger's 2023 tournament was the biggest to date.
 - o Additionally hosted a couple of smaller tournaments, meetings and 3 weddings in 2023.
 - o Ran a co-ed night weekly (Wednesday nights), was not as successful as hoped so it will be looked at again for 2024, including getting input from members of what they would like to see.
 - o There have been small annual fee increases to the rate structure over the past few years, this will be reviewed, as staff were provided a COLA increase in 2023. It is a balancing act to ensure costs are covered but keeping fees affordable for all.
 - o The drought was a concern, as irrigation water is provided by a pond beside the course. The pond worked, but it was very close to dry. May have to look at other options. (The pond is roughly 5 acres).
 - o The General Manager was injured in a traffic accident in the spring, was injured and unable to work, and then in the fall the Grounds Manager hit a

- deer in the fall on his motorcycle and was out for a couple of months. The balance of staff and volunteers worked hard to fill the gaps.
- The club was not successful in 2023 for the Canada Summer Jobs grant, which was a big hit to the bottom fiscal line, which meant a downsize to the student compliment.
 - A lot of smaller projects were completed by staff and summer students.
 - Large projects are upcoming, including re-irrigation at areas that are trying to return to swamp.
 - Spring aeration and top dressing of the greens were completed, which is important to keep the greens healthy. Thank you to the District of Port Hardy for the use of their top-dressing unit which makes a huge difference.
 - The bar/restaurant manager, Sharon gave her notice and finished up at the end of August. Currently in talks with Peggy and Tim of Peggy's kitchen to take over these duties.
 - A mechanic was hired on a part-time basis, which has been very helpful, as he has significantly reduced the down time for equipment, revived equipment that was slated for demo and has many resources for parts.
 - New 14 bay cart shed is currently being constructed by Mr. James Walkus of Port Hardy. This will assist in extending the life of the carts by providing all weather coverage.
 - The continuing deterioration of the access road continues to be a point of contention with attendees, this is a large job and still on the project list.
 - The goal of revitalizing the Club 10 years ago was to provide a product that people would be interested in using. This was an uphill battle as the course had become dangerous to drive and walk on. The improvements to the course were the first focus to ensure safety and to reinvigorate interest.
 - The first project was to complete repairs to the fairways.
 - The diversification of people attending the course and the facilities were great, but room for more.
 - Confirmed funding sources have been the backbone to the ongoing improvements and asset management of the golf course.
 - It is hoped that the Canada Summer Student grant is successful this year, as this provides invaluable assistance to the course and employment for North Island resident for the summer.
 - Due to increased costs and not getting the Student summer grant, the Club did have to cash in on GIC.
 - Currently certifying the course organic would be cost prohibitive, but the greens are as close to organic as can be done at this time.
 - The club has a new greenskeeper who is diligent in checking the moisture level of the greens and managing the pond for water levels. If drought issues are going to be continuous, there are plans to ensure that additional/alternative watering sources/methods are available.

Chair Hory thanked Mr. Mitchell and Mr. Dorward for their ongoing commitment to the North Island and the value that this recreation venue brings to all the citizens of the Regional District. The success of the club is a testament to the ongoing hard work, as five years ago the delegation was coming to the table stating that they weren't sure if 7 Hills was going to continue, and now, the course is looking much healthier.

MINUTES

Moved/Seconded/CARRIED

002/2024 THAT the Minutes of the Board of Directors Meeting held December 19, 2023 be adopted as presented.

003/2024 **Moved/Seconded/CARRIED**
That the Correspondence on the table be received and filed.

004/2024 **Moved/Seconded/CARRIED**
THAT the Cheque Registry for December 31, 2023 be received and filed.

STAFF REPORTS

1. Administrator Report: *also noted:*

- Transit Update: total revenue for 2023 was \$65,700. This was 3.6% increase for the year over 2022. Ridership rose by 5.2% which was a total of 30,100 trips.
- The administration has reviewed sites for the multiplex building, including the current office location, Quatse River Campground property and 2 sites in Port McNeill. Pat English and David Kim are the leads for the site selection.
 - o These sites are being reviewed on the following criteria:
 - Infrastructure servicing
 - Financial Costs
 - Ease of transportation
 - Constructability
 - o Funding applications will be forwarded to FCM, and to Clean BC for the feasibility study.
 - o A Request for an Expression of Interest will be put forward for an architectural firm to facilitate the site selection and to undertake a preliminary design for the proposed multi-plex.
 - o Will also obtain a short list of qualified energy advisors from BC Hydro to assist with a net zero emission design. This is a condition from FCM for funding for both the feasibility study and building construction.
 - o The Feasibility Study is projected to cost approximately \$150,000, which will be funded with \$15,000.00 from Clean BC, \$75,000 from FCM and the balance of \$60,000 will either be covered by a REDIP grant or be self-funded from the Regional District (funding has been put allocated for this project specifically), to ensure that there is no new costs to the Regional District.
- Hiring Status:
 - o Manager of Finance interviews scheduled for end of January and early February.
 - o Manager of Parks and Recreation job description is currently being formulated and anticipate posting soon.
- There has been a call for nominees for the BC Ferry Authority from the Regional District of Mount Waddington, final nominee selection will be determined by the Board and David Kim.

005/2024 **Moved/Seconded/CARRIED**
THAT the Regional District Accessibility Committee be established within the Regional District and that the Terms of Reference for the Regional District Accessibility Committee be approved as presented.

006/2024 **Moved/Seconded/CARRIED**
THAT the verbal January 16, 2024 Administrator’s Report be received.

2. Economic Development Officer – Jackie Challis (January 16, 2024) *also noted:*

- *Changed the format of how the information is presented, so any please provide any feedback on this new format.*

- *At the time of transition from Pat English to Jackie Challis, there were 28 projects currently on the go.*
- *Fundamentals of Forestry has 8 of the 12 seats filled. There are upcoming community engagements planned in Port Hardy and Port McNeill.*
- *Wildfire Training is happening on the North Island for the first time. This is being done in partnership with North Island Collage. This is a five-week course, which is a great economic spin off.*

Moved/Seconded/CARRIED

007/2024 THAT the January 16, 2024, Economic Development report be received and filed.

b) Rural Resident Attraction Coordinator Report (January 16, 2024) Presented by Megan Hanacek. *also noted:*

- *Work is ongoing re: use of Instagram and how best to utilize it for maximum exposure.*
- *Discussion with VIU to use the new videos targeting new teachers graduating this year, due to the high need in the North Island.*

Moved/Seconded/CARRIED

008/2024 THAT the January 16, 2024 Rural Resident Attraction Coordinator Report be received and filed.

c) Tourism Coordinator Report – No Report

3. Manager of Operations (January 16, 2024) *also noted:*

- *Staff to provide the Board with current market costs for a solid waste management plan update and bring the motion back to the board for review and approval. Staff will also provide Board Directors with the proposed RFP tender for the Solid Waste Management Plan update.*
- *The new asbestos regulations require that all demolition must be assumed to be asbestos containing unless it has been specifically tested. To ensure 7 Mile is within compliance, homeowners can attend on Monday morning to bring in demolition that hasn't been tested. All commercial loads must be tested. Additionally, there will be an ad running in the North Island Eagle providing information to the public.*
- *Currently there have been no further discussions around "free tipping fee" days, as this tends to undermine the rest of the program, particularly as those that do dump on side roads are a very small percentage of the population. Additionally, a lot of items that are dumped don't even have tipping fees. We are working diligently to change that mindset. To be clear, this issue has seen vast improvement from 15 years ago. Perhaps it may be an idea to galvanize the public for another volunteer dump location clean up. Also, a public list of items that are free for recycling through the newspaper and the RDMW website.*
- *The best way to change public behavior is normally done through the three E's*
 - o *Education*
 - o *Encourage*
 - o *Enforcement*
- *Increased responsibility through municipalities=more facilities. There are government EPA programs that will erase the cost. Village of Alert Bay has costs of appliances covered through MARS and the sale of scrap metal.*
- *The RFP has gone out for the annual waste wood grinding.*
- *Staff is working on the 2024 budget for the Operations Department*

Moved/Seconded/CARRIED

009/2024 THAT the January 16, 2024 Manager of Operations report be received and filed.

4. Development Technician Report (January 16, 2024): No Report
 - Introduction of Emmanuel Okorji to the Board

FINANCIAL REPORTS

1. Finance Report – CAO verbal report, *Also noted:*
 - *The 2 new temporary finance staff are now fully trained and working full-time.*

010/2024 Moved/Seconded/**CARRIED**
THAT the January 16, 2024 Verbal Finance Report be received and filed.

2. Single Source Report by Senior Finance Clerk Lisa Nicholson

011/2024 Moved/Seconded/**CARRIED**
THAT the December 31, 2023 Single Source be received and filed.

COMMITTEE REPORTS –

EA.MRDT:

012/2024 Moved/Seconded/**CARRIED**
THAT up to \$22,000 from the Community Works Fund and \$5,000 from the Hyde Creek Recreation Capital Reserve be approved for the Hyde Creek Pavilion (Phase 1) Project.

BYLAWS AND PERMITS

1. Bylaw No. 1034, cited as the “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1034, 2024 for 1st, 2nd and 3rd reading.

013/2024 Moved/Seconded/**CARRIED**
THAT Bylaw No. 1034, cited as the “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1034, 2024 be read a 1st, 2nd and 3rd time.

2. Bylaw No. 1034, cited as the “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1034, 2024 for adoption.

014/2024 Moved/Seconded/**CARRIED**
THAT Bylaw No. 1034, cited as the “Regional District of Mount Waddington Parks Regulations and Fees Amendment Bylaw No. 1034, 2024 be adopted.

CORRESPONDENCE

1. 7 Hills Golf & Country Club request for Grant-In-Aid

015/2024 Moved/Seconded/**CARRIED**
THAT the 7 Hills Golf & Country Club request for Grant-In-Aid be received and filed.

OTHER BUSINESS / DIRECTORS REPORTS / NEXT MEETING

Emergency Coordinator Report – Cathy Denham

- *The work around forming the Emergency Regional Team is going well with coordination between the municipalities, and the various emergency service providers.*
- *The ESS grant application is a pooled sum of \$25,000.00. This would equate to \$7,000.00 for the Regional District to divide up amongst the partners.*

- *There have been some updates for 2024 that include an increase of the number of days for emergency housing, three days to 14 days for each incident.*
- *Check mutual aid agreement and steps to revive – March agenda?*

Moved/Seconded/CARRIED

016/2024 THAT the Board instruct staff to submit an application for financial assistance under the Community Emergency Preparedness Fund 2024 Emergency Support Services grant and that the application be authorized for submission to the UBCM in collaboration with the Strathcona Regional District, and the Strathcona Regional District be authorized to manage the grant funding on behalf of the Regional District of Mount Waddington.

Electoral Area Updates:

Area "A" - Broughton / Malcolm Island / Mainland

- o *Ragged Edge announced that they are closing shop, with a thank you to all communities. Enquires are ongoing for Connected Coast situation. This project was approved, but the build is very far behind.*
- o *Spoke with MLA Michele Babchuk about the inability of the ferry to dock during the bad weather.*
- o *AGMs for quite a few community groups, and they are all looking for board members.*
- o *Looking forward to attending the EA Forum and Leadership forum at the end of the month in Richmond.*

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

- *The loss of Ragged Edge for old Quatsino is going to hit hard, as TELUS is currently the only option and have only a limited presence there. For whatever reason, old Quatsino was not eligible for grants to upgrade internet service.*

Area "C"- Hyde Creek / Rupert

- *Nice to see everyone back after the holidays.*
- *Thank you to the board for the support of the Hyde Creek Rec Society application.*

Area "D" – Nimpkish Valley/Woss

- *Happy New Year to everybody*
- *Highlights of 2023 with the WRA*
 - o *Met early in the year with the highways department due to issues around Woss that had been neglected since the inception of Woss. Happy to say that the highways department corrected all the issues.*
 - o *Same for BC Hydro, coming in and repairing all the lights that had historically been out.*
- *The Nimpkish Trail is complete and getting a lot of usage*
- *The Woss Pool repairs (stage 1 – piping repairs), will be working with David to determine additional repairs and costs. Will be taking this to the WRA, who will then determine if a referendum is needed to decide if the pool should continue or, be closed permanently.*
- *The Heritage Park (including the Loci & caboose) and trail completion are complete and getting lots of positive comments.*
- *Thank you for the new signage, looks wonderful.*
- *The power has been disconnected from the Rod & Gun club, and are planning for building demolition later this year.*
- *Thank you to the Regional District and VIHA for all the assistance in keeping the doctor in Woss.*
- *Thank you to 'Namgis and WFP representatives for the ongoing communication.*

2. Municipal Updates:

Village of Alert Bay:

- *Economic Development Officer who will be working both Alert Bay and Port McNeill arrived today.*
- *Delay in getting the Emergency Coordination system up and running due to water Issues.*
- *Connected Coast is delayed, due in part that Telus advised the Federal Government that Alert Bay was already at 50mbps. Alert Bay had an independent contractor come in and do an assessment of the entire island and report back.*

Village of Port Alice:

- *Port Alice was having similar issues to the Village of Alert Bay with internet speed*
- *Real estate prices have climbed almost 20%, which was a bit of sticker shock.*
- *BC Hydro attended and hooked up the power at the Port Alice Golf Course, this is great, as it's been run with generators for power for the last five years.*
- *Staff and Council attended at the Link River Campsite to review work that needs to be done and future plans.*

District of Port Hardy:

- *December saw a very successful business light up, hoping to make this an annual event.*
- *Loaves and Fishes are working hard and provided Christmas Hampers in conjunction with the Gazette Hamper fund. This work is very appreciated.*
- *Attended the CT opening and gave a thank you speech. 75 scans had been completed in the first 30 days.*
- *The recreation department was very busy, with a lot of sponsored events, including the New Years Eve event, which saw 500 attendees.*
- *Port Hardy now has a new Manager of Operations who is very excited to get going.*
- *Rotary did their annual Christmas parade much to the residents' delight.*
- *North Island Seniors Housing put in a proposal to BC Housing and are hopeful to hear back in February.*
- *Please be aware of the need for insulation during the freezing temperatures, this can be combated with leaving your taps on a slight drip to ensure that pipes don't freeze and break.*

Town of Port McNeill:

- *Funding for a fire training centre at the airport has been received, which will free up six (6) sea cans.*
- *Just a reminder that the Port McNeill pool will be providing free public swims. It's nice to note that the donation box was filled consistently.*

Questions/Comments:

Kathy – NI Eagle: If the dumping sites tend to be in the same location, would signage stating that people are on camera be a possible deterrent?

Patrick Donaghy Operations Manager: Previously signage stating that "This site cleaned up by local volunteers" was determined to be a positive deterrent.

Kathy – NI Eagle: Went out to Link River recently and found direction signage was definitely lacking.

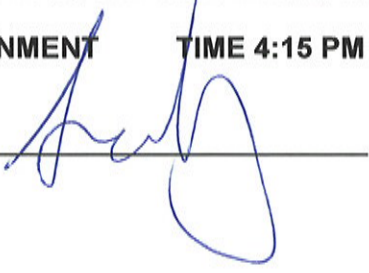
Director Kevin Cameron: Signage is going to be updated with km to Link River for ease of use.

Jackie Challis: Has received an email and will be having a meeting with a representative from Connected Coast next week.

Next Meetings of the Board of Directors: Regular Meeting: February 20, 2024 at 2:00 pm

017/2024 **ADOURNMENT** **TIME 4:15 PM**

CHAIR

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

CHIEF ADMINISTRATIVE OFFICER

A handwritten signature in blue ink, featuring a large, sweeping initial 'R' followed by several smaller loops, positioned above a horizontal line.