

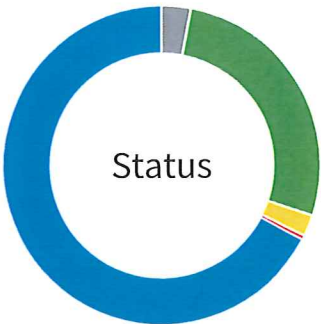


qathet
REGIONAL DISTRICT

Executive Report

Report Created On: Jan 01, 2020

Overall Summary

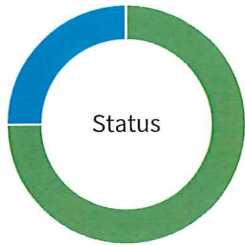


| | % |
|------------------|-------|
| Status Pending | 3.02 |
| On Track | 27.16 |
| Some Disruption | 2.16 |
| Major Disruption | 0.43 |
| Completed | 67.24 |



This is an update as of Feb 2019. We are tracking well.

Strategic Priority 1 Progress 71%

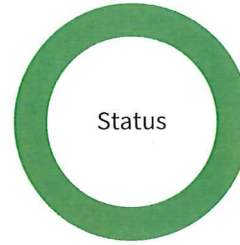


| | % | # |
|-----------|------|---|
| On Track | 75.0 | 3 |
| Completed | 25.0 | 1 |

Strategic Goal: 3 Tasks: 4

Climate Change Proactive planning and action can reduce the impacts of climate change and enhances the environmental sustainability of our community. Source: Strategic Plan 2018-2019

Strategic Priority 2 Progress 17%

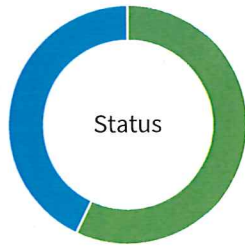


| | % | # |
|----------|-------|---|
| On Track | 100.0 | 3 |

Strategic Goal: 2 Tasks: 3

Economic Development Creating a supportive, enabling economic development environment enhances the sustainability of our community. Source: Strategic Plan 2018-2019

Strategic Priority 3 Progress 46%

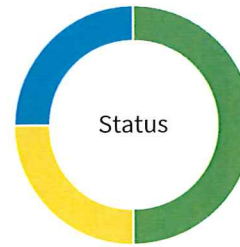


| | % | # |
|-----------|-------|---|
| On Track | 57.14 | 4 |
| Completed | 42.86 | 3 |

Strategic Goal: 4 Tasks: 7

Parks, Recreation and Culture A balanced quality of life is important to the social and cultural sustainability of our community. Source: Strategic Plan 2018-2019

Strategic Priority 4 Progress 47%

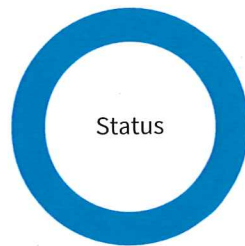


| | % | # |
|-----------------|------|---|
| On Track | 50.0 | 2 |
| Some Disruption | 25.0 | 1 |
| Completed | 25.0 | 1 |

Strategic Goal: 4 Tasks: 4

Safety A proactive approach to emergency preparedness safeguards our community against unseen and unexpected events ensuring its sustainability. Source: Strategic Plan 2018-2019

Strategic Priority 5 Progress 100%

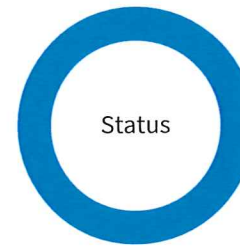


| | % | # |
|-----------|-------|---|
| Completed | 100.0 | 1 |

Strategic Goal: 1 Tasks: 1

Social Planning Preparing for and addressing the social issues of our community improves its sustainability. Source: Strategic Plan 2018-2019

Strategic Priority 6 Progress 100%



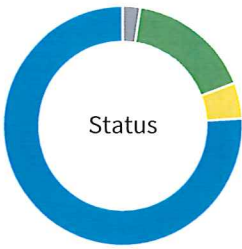
| | % | # |
|-----------|-------|---|
| Completed | 100.0 | 2 |

Strategic Goal: 1 Tasks: 2

Transportation Ensuring everyone's ability to move easily around our community improves opportunities for social, cultural and economic sustainability. Source: Strategic Plan 2018-2019

Executive Report

Strategic Priority 7 Progress 82%



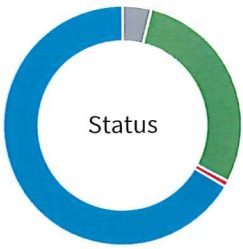
| | % | # |
|-----------------|-------|----|
| Status Pending | 2.41 | 2 |
| On Track | 16.87 | 14 |
| Some Disruption | 4.82 | 4 |
| Completed | 75.9 | 63 |

Strategic Goal: 1

Tasks: 83

Capital Projects 2019

Strategic Priority 8 Progress 75%



| | % | # |
|------------------|-------|----|
| Status Pending | 3.91 | 5 |
| On Track | 28.91 | 37 |
| Major Disruption | 0.78 | 1 |
| Completed | 66.41 | 85 |

Strategic Goal: 1

Tasks: 128

Board Policy 2019

Climate Change

Proactive planning and action can reduce the impacts of climate change and enhances the environmental sustainability of our community.

Source: Strategic Plan 2018-2019

| | % | # |
|-----------|------|---|
| On Track | 75.0 | 3 |
| Completed | 25.0 | 1 |

Strategic Goal: 3

Tasks: 4

Updated on Dec 24, 2019 17:28:51

Strategic Goal 1.1: Lowering Our Carbon Footprint Source: Strategic Plan 2018-2019 (90.0% completed)

Tasks 1.1.1: Complete the Green House Reduction Strategy. (90% completed)

staff have requested consultant to make updates to the draft plan as some items are out of date. Staff still working with consultant and updates to the draft document as at September 2019. Staff are awaiting a reply from the consultant regarding the requested edits and updates to the very draft plan. Edits completed by the consultant and a GHG Reduction Strategy presentation will be made to the December 12th COTW as well as a Managers workshop.

Strategic Goal 1.2: Zero Waste Source: Strategic Plan 2018-2019 (66.0% completed)

Tasks 1.2.1: Implement Priorities in the Solid Waste Management Plan mainland and Sub Plan Lasqueti Island. (66% completed)

The "Implementation" priorities for 2018 within the SWMP are:

-maintain current levels of education. The Lets Talk Trash Team is busy educating on; organics diversion, zero waste events, current recycling opportunities and illegal dumping.

-Improve Participation in City curbside service. Lets Talk Trash is working with City Staff and going door to door in support of the City's organics curbside pilot project. PRRD Staff are working with City staff to ensure moving forward we design the RRC and its fee structure to drive increased use of the curbside program. RD staff are encouraging the City to continually update the recollect information to best inform their residents of the curbside program.

-Composting Facility Contract. Staff have extended the Salish Soils organics processing contract and are actively seeking investment in a local processing facility by providing data from the pilot program on volumes and contaminate free collection. As of September 2018 there are two parties interested in investigating the development of a local organics processing facility. The Board has directed staff to go out to RFP in early January for a private processing facility within region. \$15,000 has been budgeted for the development of a contract in 2019. The Board directed staff to assist Tla'amin in their application for a grant to build a local organics processing facility. Awaiting approval of the Tla'amin grant application.

-Airport Landfill Closure. A closure plan was prepared for this site by the PRRD with City input. The City, as the holder of the permit for this landfill and as the body that operated the site and collected fees for its operation, is responsible for implementation of the closure plan. **Complete**

-Region wide illegal dumping strategy. Currently staff are engaged in working with the AVICC on this and to date an awareness and education format has been developed that the PRRD has implemented.

-PRRD Solid Waste Management Bylaw. Staff with the professional assistance of a consultant have completed a draft bylaw for Board review and approval in May 2018. qRD Solid Waste Regulation and Tipping Fee Bylaw 532 is adopted by the Board and in place. **Complete**

The "Planning and Design" priorities for 2018 within the SWMP are:

-ICI Recycling. Staff have completed an audit of ICI (Institutional, Commercial and Industrial) collection at the "Town" Depot that met the criteria of Recycle BC and now ICI producers can recycle their materials at the Town Centre Depot. **Complete**

-Disposal Ban on ICI organic waste. Staff and Lets Talk Trash have worked with the ICI sector to encourage participation in the organics pilot program and have indicated that a ban on this material to landfill will be coming soon. Waiting for a local organics processing facility.

-Texada Metal Depot (Transfer stn.) Community Engagement. Staff are planning a Community engagement regarding all services on Texada Island June 16th 2018. Community engagement showed some support for this service. Further Community engagement and upgrade design is scheduled for 2019 in the SWMP with upgrades implemented in 2020. Metal Transfer station engagement was conducted on June 17th at the Gillies Bay Community Hall. Attendees were passionate about keeping the facility and renewing the lease agreement. Staff will follow up with a survey for final community input.

Executive Report

Resource Recovery Centre. Staff continue to work with MOE with regard to approval of the SWMP update and the Marine Avenue Closure Plan. Tetra Tech Engineering has been hired to implement the planning and design phase works. Agreement, Lease and License all **completed** with the City.

The SWMP has been approved by the Minister in September of 2018 (**Complete**). The Marine Avenue Closure Plan deficiencies identified by the MOE in their August 9th review letter have been addressed with updates returned to the MOE as of September 20th 2018. MOE has indicated that they will work to have this plan approved by no later than October 31, 2018. MOE approved the Closure Plan November of 2018.

The "Implementation" priorities for 2018 within the Lasqueti Island Sub Plan are:

-Seek approval for disposal at out of district landfill,

A request for out of district disposal has been sent to the RDN from our Chair. Approval has been acknowledged. **Complete**

-Solicit proposals for waste transportation

RFP process is in progress as at September 2019. Operations (Pat Devereaux) **Completed** October 2019

-Prepare a Landfill Closure Action Plan for submission to MOE

Michel Lefebvre of Tetra Tech has started this.

Plan Completed and submitted to MOE September 2018 Complete

-Prepare an Environmental Monitoring Plan for the Landfill

Michel Lefebvre of Tetra Tech has started this

Plan Completed and submitted to MOE September 2018 Complete

-Confirm the interim and long term approach to scrap metal and tire management

-Recycling Depot and Free Store Improvements. *Staff have met with landlord Magic Mountain Land Coop (MMLC) onsite to develop an improvement plan for both the recycling area and the free store. Staff and MMLC directors have progressed to a point with draft plan that both parties are comfortable taking plan to a public open house in June 2018. A long email was received from D. Hamm (LI Resident) questioning aspects of the proposed plan as well as items that were outside of the proposed plan. Staff took 6 hours to reply to the Hamm email. With the length of time to develop the proposed upgrade plan and pending public meeting / input the upgrades will not likely be completed until the fall of 2018. Recycling of "Recycle BC" materials will likely have to be taken over to the island by individual residents as "Recycle BC" will not bring Lasqueti back onto the program unless the upgrades are complete meeting the programs requirements. No other recycling options are available at this time and even if they could be found they will be more costly than land filling at Nanaimo.*

Recycling Centre closed August 2018 with advertising to direct clientele to Vancouver Island facilities

Facility Upgrades plan completed and shared in public meeting. Adjustments made to plan

Upgrade project advertised for construction RFP's and mandatory site viewing completed

Site prep work completed early September 2018 (tree removal, berm, drainage, and parking area).

RFP process completed with Sylvain Lieutaghi being awarded the project.

Work starting on upgrades October 24, 2018

Facility upgrades 50% complete as at December 13 2018.

Facility upgrades complete March 20th 2019

Recycling Depot opened for operation on April 4th 2019.

LI Landfill Closure plan process continuing with monitoring wells established and first round of sampling September 2019

Continue to lobby Recycle BC to get Lasqueti back on the EPR Program for PPP

Strategic Goal 1.3: Natural Hazard Identification Source: Strategic Plan 2018-2019 (62.5% completed)

Tasks 1.3.1: Complete sea level rise study. (25% completed)

Executive Report

Phase 1 Coastal mapping for the mainland portions of the QRD began in June 2019. To date field work with consulting team has performed geological assessments along shorelines from Saltery Bay to Okeover Inlet. Engagement with staff from Tla'amin Nation and City of PR ongoing with consulting geologist visit with Tla'amin Lands Manager and City of PR Senior Planner. Preliminary modelling has begun.

Strategic Priority 2 Progress 17%

Economic Development

On Track % 100.0 # 3

Creating a supportive, enabling economic development environment enhances the sustainability of our community.

Source: Strategic Plan 2018-2019

Strategic Goal: 2 Tasks: 3

Updated on Dec 24, 2019 17:29:09

Strategic Goal 2.1: Regional Collaboration Source: Strategic Plan 2018-2019 (12.5% completed)

Tasks 2.1.1: Engage with the City of Powell River and Tla'amin Nation to gauge the interest in partnering on regional economic development. Begin with conversation at a C3 meeting. (25% completed)

A C3 meeting was scheduled to be held on March 22, 2018. On the agenda was an opportunity for the C3 members to initially give thought and explore this concept. Unfortunately, that meeting was cancelled due to Tla'amin Nation advising that they would not be in attendance.

A C3 meeting was held on June 29, 2018. There was discussion around various meetings and initiatives that have happened since the Economic Development Building Blocks Workshop last November 2017, and support for more information sharing by the C3 partners. It was agreed that the City of Powell River and Tla'amin Nation would make a presentation at an upcoming C3 meeting regarding their ongoing economic development activities.

A C3 meeting was held on December 13, 2018. The City of Powell River and Tla'amin Nation shared their visions and economic development initiatives.

The Board needs to determine if they want to advance this initiative or not and if so, what that exactly looks like.

Tasks 2.1.2: The Board directed staff to investigate economic development region-wide and bring back a report. (0% completed)

No progress has been made to date due to competing interests.

Strategic Goal 2.2: Regional Economic Development Source: Strategic Plan 2018-2019 (25.0% completed)

Tasks 2.2.1: Explore strategies for supporting local business such as retention, added value and other initiatives. (25% completed)

A C3 meeting was scheduled to be held on March 22, 2018. On the agenda was an opportunity for the C3 members to initially give thought and explore this concept. Unfortunately, that meeting was cancelled due to Tla'amin Nation advising that they would not be in attendance.

A C3 meeting was held on June 29, 2018. A C3 meeting was held on June 29, 2018. There was discussion around various meetings and initiatives that have happened since the Economic Development Building Blocks Workshop last November 2017, and support for more information sharing by the C3 partners. It was agreed that the City of Powell River and Tla'amin Nation would make a presentation at an upcoming C3 meeting regarding their ongoing economic development activities.

A C3 meeting was held on December 13, 2018. The City of Powell River and Tla'amin Nation shared their visions and economic development initiatives.

The Board needs to determine if it is going to invest any energy in this area and if so, what mechanics are going to be put in place to achieve it.

Parks, Recreation and Culture

A balanced quality of life is important to the social and cultural sustainability of our community.

Source: Strategic Plan 2018-2019

| | % | # |
|-----------|-------|---|
| On Track | 57.14 | 4 |
| Completed | 42.86 | 3 |

Updated on Dec 24, 2019 17:29:29

Strategic Goal 3.1: Implement Park Acquisition Strategy Source: Strategic Plan 2018-2019 (12.5% completed)

Strategic Goal: 4

Tasks: 7

Tasks 3.1.1: Consider establishing a statutory reserve fund for parkland acquisition purposes. (25% completed)

On August 22, 2019 the Regional Board adopted the following resolutions:

THAT the Board direct staff to establish a statutory reserve fund under the “Regional Park Conversion and Service Establishment Bylaw No. 439, 2010” in order to provide a specific repository for funds earmarked for parkland acquisition; and

THAT the Board direct staff to write a report on potential grants to boost the parkland acquisition fund; and

THAT the Board direct staff to write a report on the process to establish a parcel tax or tax rate for the purpose of funding the Parkland Acquisition Fund.

Tasks 3.1.2: Consider prioritizing the six parkland acquisition sites. (0% completed)

This task was given consideration at 2019 Strategic Planning Sessions and determined to be a strategic priority.

No progress to date due to competing priorities.

Strategic Goal 3.2: Implement Regional Trails Plan Source: Strategic Plan 2018-2019 (33.33% completed)

Tasks 3.2.1: Establish a Regional Trails Network Advisory Committee to coordinate all trail-related initiatives. (0% completed)

This task was given consideration at 2019 Strategic Planning Sessions and determined to be a strategic priority.

No progress to date due to competing priorities.

Tasks 3.2.2: Recruit and retain a Regional Parks and Trails Coordinator to work with all levels of government and volunteer trail user groups. (0% completed)

This task was given consideration at 2019 Strategic Planning Sessions and determined to be a strategic priority.

No progress to date due to competing priorities.

Strategic Priority 4

Progress 47%

Safety

A proactive approach to emergency preparedness safeguards our community against unseen and unexpected events ensuring its sustainability.

Source: Strategic Plan 2018-2019

| | % | # |
|-----------------|------|---|
| On Track | 50.0 | 2 |
| Some Disruption | 25.0 | 1 |
| Completed | 25.0 | 1 |

Strategic Goal: 4

Tasks: 4

Updated on Dec 24, 2019 17:30:14

Strategic Goal 4.1: Regional Evacuation Plan Source: Strategic Plan 2018-2019 (45.0% completed)

Tasks 4.1.1: Develop draft Regional Evacuation Plan for inclusion within the Regional Emergency Plan (45% completed)

The project is now working with the regional emergency planning committee, EOC staff, neighbouring regional districts, and other organized stakeholder groups to work through evacuation plan writing.

Executive Report

Strategic Goal 4.2: Emergency Preparedness Source: Strategic Plan 2018-2019 (0% completed)

Ongoing priorities in Community Wildfire Protection, Sea Level Rise, Evacuation Planning, and general emergency preparedness.

Strategic Goal 4.3: Community Wildfire Protection Plan Source: Strategic Plan 2018-2019 (66.5% completed)

Tasks 4.3.1: Pending UBCM funding approval, deliver the 2018 FireSmart Program. (100% completed)

2019 FireSmart Program now complete. Funding request submitted to UBCM for 2020 FireSmart Program.

Tasks 4.3.2: Pending UBCM funding approval, implement the Penticton Trails mitigation projects. (23% completed)

Ongoing discussions with UBCM and provincial staff regarding funding program developments and options for further wildfire mitigation work.

Strategic Goal 4.4: Lasqueti Dispatch Source: Strategic Plan 2018-2019 (10.0% completed)

Tasks 4.4.1: At the onset of the Playbook coming into effect, the Board gave every fire department until December 2018 to prove that they could meet or beat the provincial expectations established for their respective fire departments through bylaw. (7% completed)

NVFD, SIVFD, MVFD training toward service level requirements ongoing. Training and incident records are being continually maintained. Ongoing discussions with Fire Chiefs regarding inputting sufficient info into incident records.

LIVFD Fire Chief has worked with JIBC to set up exterior fire operations training program. Records system shows training since the beginning of 2019.

3 members of LIVFD are now close to achieving exterior operations competencies.

Incident records are now being recorded in the records management system but most records are incomplete. It is mandatory that fire departments comprehensive training and incident records.

Strategic Priority 5 Progress 100%

Social Planning

| | % | # |
|-----------|-------|---|
| Completed | 100.0 | 1 |

Preparing for and addressing the social issues of our community improves its sustainability.

Source: Strategic Plan 2018-2019

Strategic Goal: 1

Tasks: 1

Updated on Dec 24, 2019 17:30:38

Strategic Goal 5.1: Develop Regional Social Planning Service Source: (100.0% completed)

Tasks 5.1.1: To directly participate in any social planning (100% completed)

On January 25, 2018, the Board directed staff to develop a report so the Board could explore and possibly consider establishing a sub-regional (Electoral Area A-E) social planning service authorized under section 339(2)(c) of the Local Government Act.

At that same meeting, the Board decided to become vested partner in a tripartite local government structure along with the Tla'amin Nation and City of Powell River whose governance interests will be dedicated to social planning at the local level.

This initiative is to be coordinated through a Social Action & Planning Advisory Committee, a select committee comprised of the Vancouver Coastal Health Medical Health Officer and one representative each from the Powell River Regional District, Tla'amin Nation, City of Powell River and School District 47.

A C3 meeting was held on June 29, 2018. It was agreed that the City of Powell River would be the lead organizer of the Social Action Planning and Action Advisory Committee (SAPAC). Plus, an additional member from each of Tla'amin Nation, City of Powell River, and Powell River Regional District would be added to the Committee. The City will coordinate the first meeting.

At the July 26, 2018 Board meeting, the Board accepted the proposal from the C3 meeting that the SAPAC be comprised of two members each from local government and they approved Director McCormick as qathet Regional District's second representative to SAPAC.

On August 23, 2018 the Board directed staff to bring back a report regarding a sub-regional social planning service establishment bylaw (Electoral

Executive Report

Areas A, B, C, D & E to a future meeting this fall.

A proposed sub-regional social planning service establishment bylaw was presented at the Committee of the Whole meeting on September 20, 2018. It was advanced to the Board meeting on September 27, 2018 where it received three readings and each participating area consented. The package will now be sent to Victoria to the Inspector of Municipalities. Once approved and returned it will be ready for final adoption.

Statutory approval from the province was received on November 29, 2018.

The Social Planning Service Establishment Bylaw No. 533 was adopted at the December 19, 2018 Board meeting.

Strategic Priority 6 Progress 100%

Transportation

| | % | # |
|-----------|-------|---|
| Completed | 100.0 | 2 |

Ensuring everyone's ability to move easily around our community improves opportunities for social, cultural and economic sustainability.

Source: Strategic Plan 2018-2019

Strategic Goal: 1

Tasks: 2

Updated on Dec 24, 2019 17:30:58

Strategic Goal 6.1: Improve Regional Transportation Access Source: Strategic Plan 2018-2019 (100.0% completed)

Tasks 6.1.2: The Board approved entering into an additional Expansion Memorandum of Understanding with BC Transit dated July 11, 2019 to bring paratransit bus service to Salter Bay on a regular basis and mitigate the challenge of losing the services of Malaspina Bus Lines and the Sunshine Coast Connector. Target date is July 2020 or sooner. (100% completed)

Board approval in place, BC Transit MOU signed and delivered, budget amendments take effect in April 2020

Strategic Priority 7 Progress 82%

Capital Projects 2019

| | % | # |
|-----------------|-------|----|
| Status Pending | 2.41 | 2 |
| On Track | 16.87 | 14 |
| Some Disruption | 4.82 | 4 |
| Completed | 75.9 | 63 |

Strategic Goal: 1

Tasks: 83

Updated on Dec 24, 2019 17:32:43

Strategic Goal 7.1: Asset Management (82.25% completed)

Tasks 7.1.5: Equipment - Complete training and implementation to fully utilize the robust capabilities of new local government accounting software. (75% completed)

The new accounting software is being utilized for all of the Regional District Accounting.

Outstanding items are:

Installation of the property tax module

Conversion of the Regional Hospital District to Vadim

Client interface module

These portions of the project have been postponed until 2020 in order to give staff time to become versed in using the modules of the software that are in operation. We have plans to meet with Vadim in January to set a date in April, 2020 for further payroll training and to implement and train on use of the property tax module. We have postponed conversion of the Regional Hospital District and the client interface module until 2021.

Executive Report

Tasks 7.1.20: Land Improvements - Replace playground equipment at community hall. (70% completed)

Replacement swingsets will be installed spring 2018- remainder of equipment will be installed after order\arrival- this will likely be fall 2018.

This project has been put on hold indefinitely- pending decision on new building at new location

LCS would like swing-sets to be installed and hold on purchase and installation of other equipment. Swingsets will be installed soon

Tasks 7.1.23: Equipment - Install generator at Fire Hall #2. (98% completed)

Awaiting propane tank installation for completion. Local certified installer has been slow to complete the job.

Tasks 7.1.29: Equipment - Purchase hardware to complete 10,000 gallon water storage tank installation. (0% completed)

No work on this yet as of Dec 20, 2019. Discussions with Fire Chief to discontinue this if he cannot see it done.

Tasks 7.1.34: Equipment - Purchase two black 5000 gallon water storage tanks. (100% completed)

Completed December 18, 2019.

Tasks 7.1.45: Land Improvements - Phase A of Resource Recovery Centre initiative. (28% completed)

-Closure Plan submitted to MOE December 2014. Letter from MOE received (David O'Mally) approving of the closure plan and its recommended option to support a grant application to the Strategic Priorities Fund.

-6 mil grant awarded for closure of the site (site cleanup including recycling of all materials possible) through to build out of Resource Recovery Centre

-Tetra Tech Engineer Michel Lefebvre hired to lead the initiation of project; clear all potential game changers i.e. MOTI new access road, Transport Canada proximity to airport, lead design liaison team through design criteria in order to narrow scope before going out to engineering and architectural professionals i.e. what alternative energy will be in scope, how many buildings, how many washrooms, how many rooms per building, how many of the rooms require utilities and what utilities, building materials etc. and to assist the Regional District in engaging MOE with regard to approval of the closure plan and related criteria through to RFP for physical site works and closure.

-Design Liaison Team meetings (3) completed as well as a local "operators " input meeting.

-MOE SWMP and Marine Avenue Closure Plan assigned personnel visited PRRD staff and the Marine Avenue site April 17th 2018. Staff continue to work with MOE staff and support in any way possible to expedite the review and approval process for both the SWMP and Marine Ave Closure Plan. Staff is concerned re the time MOE is taking to review these Plans and has expressed these concerns via email May 23rd and cc'd CAO.

-Staff still waiting on reply from MOE re both the RRC and the SWMP

-SWMP approved by Minister September 2018

-Marine Avenue Closure Plan reviewed and deficiencies addressed, awaiting final approval promised no later than October 31, 2018

-Design Brief received by the Board and recommendation for staff to go out to RFP for Phase 1 works at Marine Avenue

-Closure plan (amended) reviewed by Luc Lachance and Kirk Phair of MOE and approved with mandatory criteria. Staff working with Michel Lefebvre to review the MOE criteria and follow up

-MOE requested additional EMP actions being implemented end of March inclusive of extra monitoring wells, surface water sampling stations and test pit sampling form piles.

-Tetra Tech completed EMP criteria "pre closure" as per the MOE. 2 new monitoring wells, surface water sampling and test pile pits for soil tests April 2019. Two sampling sequences out of required three completed at Sept 2019. Last sampling round scheduled for October 15th 2019.

-Project Agreements between City and qRD completed and scheduled for signing by June 02, 2019. Agreement, Lease and License all executed **(Completed)** by City and qRD in September of 2019 causing some minor (3 month) delay in project.

-City passed over gate control to the qRD October 8th 2019

-Fee proposal received from Tetra Tech to carry out Stage B, Schedule ID 42-55 and Stage C, Schedule ID 62-67

-Report prepared for October Board meeting recommending moving forward with Tetra Tech's Proposal as above. Recommendation approved

-Final "Pre Closure" sampling completed on site October 16 and 17th 2019

Tasks 7.1.51: Repair and construct an addition to the Farmer's Market. (50% completed)

Executive Report

Repairs complete, still waiting from user group for plan for addition

Repairs to leaking roof complete, still waiting for plan for addition from user group

Tasks 7.1.56: Buildings - Refurbish showers and washrooms at Shelter Point Park. (10% completed)

Paint in showers has lead content, shower reno delayed until training, fitting crew with equipment can be completed

Tasks 7.1.58: Infrastructure - Replace non-compliant playground equipment at Haywire Bay Park. (50% completed)

equipment ordered installation projected completion date September 28, 2019

equipment arrived Oct 2019, install first quarter 2020

Tasks 7.1.65: Land Improvements - Seal coat driveway at Cranberry Cemetery. (100% completed)

In discussions with Capilano Highway Services, may cancel sealcoat project and replace with crack seal program, May 31, 2019

Seal coat program cancelled. June 2019

Tasks 7.1.68: Equipment - Construct water sample stations at Myrtle Pond Water. (25% completed)

parts purchased and delivered, December 2019, install planned for December 2019

Tasks 7.1.69: Equipment - Purchase back-up water analyzer for Myrtle Pond Water. (100% completed)

Old analyzer shipped to Florida for rebuild, less expensive than new

Tasks 7.1.71: Equipment - Computer - Website update and redesign. (75% completed)

- Array Web + Creative selected as successful proponent of Website Replacement RFP by Board on April 25, 2019.
- Notice of Acceptance Issued.
- Contract Signed.
- First on-site meeting scheduled for June 6th.
- Discovery Phase meeting held on June 6th with six staff members and two Array representatives.
- Array is now taking the input received at that meeting and developing the framework of the new website.
- Website Information Architecture Framework received from Array on July 12th for review.
- Website replacement team met on July 17th and produced a revised Information Architecture Framework and sent it back to Array on July 18th.
- Array is starting on website design.
- Website visual proofs have been reviewed and staff will be passing change requests over to Array on September 4th.
- Proof comments sent to Array. Final proofs expected in late September.
- Proofs reviewed and requested changes submitted and performed.
- Actual programming started.
- Website training scheduled for December 4th with Array and team members.
- Website content being drafted by team members.
- Intended go-live date of end of January 2020.

Tasks 7.1.72: Equipment - Purchase replacement photo copier for main office. (0% completed)

The photocopier in the main office was experiencing frequent breakdowns. A replacement copier was added to the budget in case it needed replacement. Staff will monitor the copier and if there is an increased frequency of breakdowns it will be replaced.

Tasks 7.1.74: Building - Solidify design/costs and obtain borrowing permission for new Northside satellite hall at Lund. (100% completed)

The borrowing approval process is now complete. Limited prep work on the ground has begun. Plan for final drawings to be completed in early 2020 ahead of tendering process.

Tasks 7.1.76: Equipment - Purchase 20' sea container along with emergency evacuation support supplies. (1% completed)

Province announced a new round of funding for this opportunity. Applications will be accepted for 2020 projects in February 2020.

Executive Report

Tasks 7.1.77: Building - Construct mezzanine for Lasqueti Island South Saline Hall. (15% completed)

Fire Chief has purchased and installed some shelving to address some of the storage concerns. Discussions ongoing for longer term fire hall improvements and will be presented in 2020 budget proposal.

Tasks 7.1.78: Equipment - Purchase an SCBA fill station for Lasqueti Island fire hall.

All SCBA equipment has been purchased. Installation and setup still pending.

Tasks 7.1.80: Vehicles - Purchase transport unit for Lasqueti Island fire hall SCBA. (5% completed)

As of December 20 Fire Chief is researching options. Plan to see this carried into 2020.

Tasks 7.1.81: Building - Rebuild stairwell ramp at Savary Island main fire hall front door. (17% completed)

Conceptual drawings are complete, construction drawings in progress. Project is included in 2020 capital plan.

Tasks 7.1.82: Equipment - Purchase Wajax pump for Savary Island fire hall. (5% completed)

This has been put forward to 2020. Grant submission to UBCM in November for funding for this pump.

Tasks 7.1.83: Myrtle Creek cycling / pedestrian bridge (33% completed)

design completed, welders contacted and RFQ released October 2019

Fabrication and delivery date Jan 31 2020

Strategic Priority 8 Progress 75%

Board Policy 2019

Strategic Goal: 1

Tasks: 128

| | % | # |
|------------------|-------|----|
| Status Pending | 3.91 | 5 |
| On Track | 28.91 | 37 |
| Major Disruption | 0.78 | 1 |
| Completed | 66.41 | 85 |

Updated on Dec 24, 2019 17:31:40

Strategic Goal 8.1: Supplemental Board Directives (72.18% completed)

Tasks 8.1.2: Outside agencies (Improvement Districts, etc.) are increasingly making application to secure funding through the Regional District's annual CWF allotment. This increases competing interests, not only internally between departments and worthy projects, but now also from outside agencies also competing for the same scarce grant revenue. Outside agencies (Improvement Districts, etc.) believe this is their only avenue as they are prohibited by the province to apply directly for competitive grants. (15% completed)

In regard to the Lund Waterworks District and the Savary Shores Improvement District grant requests, the Board decided to postpone consideration until a Committee of the Whole meeting in February, and directed staff to prepare a report where subsequent conversation could take place regarding the principles for awarding Community Works Fund funding.

On February 22, 2018; the Board adopted the following resolution:

A. Rebane / M. Anderson THAT the Board direct staff to amend Policy 3.12 - Community Works Fund Allocation to provide for checklist to determine how funding will be awarded to worthy projects.

Competing interests have interfered with advancing this topic.

Tasks 8.1.3: A respectful workplace is the top of talk within the Union of British Columbia Municipalities. This involves staff to staff, staff to public, public to staff, staff to elected officials, elected officials to staff, elected officials to public and elected officials to elected officials. The Regional District is not immune. (40% completed)

On February 22, 2018; the Board adopted the following resolution:

A. Rebane / M. Anderson THAT the Board direct staff to prepare a sequential review of the Workplace Bullying and Harassment Policy, Board Procedure Bylaw, Terms of Reference for Committees and Commissions and a code of conduct with the primary focus of each being how to address responsible conduct, respectful communication and acceptable behavior.

Executive Report

presented at the April 20, 2018 Board meeting.

Competing interests have interfered with advancing this topic further and at a more steady pace.

A Principles of Engagement with First Nations report was brought forth on August 23, 2018 and a directive to pursue updating the existing Protocol Agreement for Communication and Cooperation with Tla'amin Nation was arrived at.

A letter was sent to Tla'amin Nation dated September 17, 2018 inquiring about their desire to open up talks on the subject matter.

A verbal follow up has indicated interest but no date has been set to begin.

Tasks 8.1.11: The province will not consent to the sub-lease originally negotiated. Powers and authorities within the lease are not extendable to a third party. Revised version approved by Board for Paradise Exhibition Park Society signature. (50% completed)

An updated version to satisfy the Province so that they will consent to the sub-lease was presented at the March 29, 2018 Board meeting. It was forwarded to the Paradise Exhibition Park Society and duly signed and returned. The document has since been mailed to the Province week ending June 16, 2018. We now wait for confirmation of approval.

A follow up e-mail enquiry was sent on December 10, 2018 with no response to date.

There does not appear to be any sense of urgency on the part of the province. Another follow up e-mail was sent on June 28, 2019.

Tasks 8.1.30: Staff were asked to provide policy options at a future meeting regarding an updated Grant-in-Aid and Economic Development framework. (50% completed)

The report was postponed from the December 2019 meeting and will be considered in January, 2020.

Tasks 8.1.32: The Board directed staff to bring forward consideration for updates to the current Protocol Agreement for Communication and Cooperation with Tla'amin Nation. (25% completed)

An offering was extended to Tla'amin Nation on September 17, 2018. Staff will begin by first determining the desire of Tla'amin Nation to update the Protocol Agreement for Communication and Cooperation and then soliciting their input, if necessary.

A verbal follow up has indicated interest but no date has been set to begin.

Tasks 8.1.36: The Board committed to reviewing the current Travel Expense Policy 4.2 and aligning it with approving elected officials to attend major conventions (s. 7) with the convention policy of delegate voting rules. (100% completed)

This initiative will form part of the 2019 budget deliberations.

There will not be any financial impact regarding the policy update and recommendations will follow shortly.

Competing interests have prevented from addressing this topic in a more expedient time frame.

The Board adopted an amendment to Travel Expense Policy 4.2 at the October 24, 2019 Board meeting.

Tasks 8.1.49: Community Parks Reserve Fund - staff were directed by the Board to bring back a legal review on the use of such funds. (20% completed)

No progress to report.

Tasks 8.1.50: Regional Parks Acquisition - Staff were instructed to bring back a bylaw for consideration in the new year. (45% completed)

Report regarding Parkland Acquisition Reserve Fund postpone until January 2020

Tasks 8.1.51: Regional FireSmart Program - make application to the UBCM Community Resiliency Investment for 2019 FireSmart Planning & Activities Grant Program. (100% completed)

2019 FireSmart has now wrapped up. Very successful year: produced local FireSmart brochure, tremendous uptake for residential property FireSmart assessments and rebates.

Tasks 8.1.56: Board Procedure Bylaw No. 479 Review Directors Brabazon, Fall and Doubt were appointed to form a working group to review the Bylaw and bring forward recommendations for changes. (50% completed)

With the City of Powell River challenge to deem one election invalid, the court found one seat to be annulled and the office declared vacant. This initiative has been put in abeyance pending the results of the by-election being held on April 6, 2019.

Participant members had a face-to-face meeting on June 27, 2019.

Revised draft with tracking changes now in hand.

Executive Report

Tasks 8.1.72: Incentivizing Zero Waste at Events - staff were directed to: update the qRD Regional District Application for Special Event Permit
share the report with Mayor and Council work with the City Sustainability Committee and Tla'amin Nation towards a future region wide Zero Waste Policy (100% completed)

- qRD Special Event Permit updated to include zero waste initiatives
- report has been shared with Mayor and Council
- communication with Sustainability Committee and Tla amin Nation started
- communication with Sustainability Committee and Tla amination will be ongoing

Task Completed

Tasks 8.1.73: Shoreline Clean Up -staff were authorized to: investigate the enforcement capabilities of the Department of Fisheries and Oceans with regard to licensees not operating in an environmentally sustainable manner to review current Federal and Provincial policies, regulations and oversight in regard to the use of marine plastic and Styrofoam in aquatic environments to research Federal and Provincial funding opportunities to support the shoreline cleanup initiative to provide a summary of the research findings and the 2019 shoreline cleanup program inclusive of photos and data that the Board may choose to elevate to the AVICC in early 2020. (90% completed)

- LTT has begun accepting shoreline cleanup applications
- LTT has begun looking into senior gov funding opportunities
- Applied for two separate funding opportunities from the Province (BC Parks)
- Engaged with DFO re enforcement tools etc. re aquaculture farming and other commercial operations.
- 4 of the 6 Shoreline Cleanups are complete.
- 6 of 6 shoreline cleanups complete and staff are collating data and drafting report to the COTW

Tasks 8.1.74: Texada Island Satellite Recycling Depot - staff were authorized to move the Van Anda satellite recycling depot to qRD controlled property adjacent the Van Anda baseball field. (10% completed)

plan in place

Tasks 8.1.82: The Board authorized a number of improvements and enhancements to Haywire Bay and Shelter Point Regional Parks.
Accurize the recording of revenues and occupancy to allow for better reporting and statistical analysis Improve campground maps and guides Sell ice and other commodities at campgrounds Take steps to control Facebook pages for both Parks/Campgrounds Create a Wi-Fi hotspot at the Shelter Point concession area Begin accepting reservations on a limited basis and advertise it Improve community outreach in new ways that improve services and community involvement Create and implement a marketing plan and advertising strategy that includes improved internet presence and function Plan to move towards a Campground/Property Management System at both campgrounds (20% completed)

Maps and guides improved

tracking of revenues and occupancy improved

Tasks 8.1.83: Board instructed staff to investigate the Savary Island Marine Advisory Committee taking on responsibility for the Indian Point Boat Ramp. (50% completed)

Pacificus Biological Services Ltd hired to assess ramp and submit application to FLNRORD

Pacificus report received, submitted application to FLNRORD

Tasks 8.1.88: The Board approved a budget amendment to allocate \$10,000 of Community Works funding to the Texada Airport Service for the development of an Airport Master Plan. (85% completed)

RFP for Texada Airport Development Plan is scheduled to go out to advertisement with closing date July 23rd 2019.

RFP process closed and Dillon Consulting chosen to execute the plan.

Plan development in process with 3 scheduled meetings on Texada October 30th 2019

3 meetings on island completed on October 30th

Dillon Consulting worked with staff all day on the 31st to review and consolidate the data accumulated at the meetings

Executive Report

Grant report submitted to GRD staff for review

Tasks 8.1.89: The Board approved a grant application to the Ministry of Municipal Affairs and Housing for funds to complete a Myrtle Pond Water System Capacity Assessment in 2020. (0% completed)

Staff will prepare the grant application in time for the January, 2020 intake.

Tasks 8.1.92: The Board directed staff to communicate to the community what was understood from the public engagement session and further survey the community regarding the future of the Texada Waste Transfer Station and renew the lease agreement with the Ministry of Environment pending the survey results. (50% completed)

In Progress

Tasks 8.1.93: The Board directed staff to communicate to the community what was understood from the public engagement session and further survey the community and report back regarding the future of the Van Anda Dock and to budget for and implement the maintenance schedule detailed in the Foreshore Technologies Inc. report dated July 2017. (50% completed)

Survey is being built and scheduled to go out in October 2019.

Tasks 8.1.98: Malaspina Volunteer Fire Department Hall #2 paving (0% completed)

This potential project was not on the 2019 work plan and staff are struggling to get everything on the work plan completed.

Will require property line location and discussions with MOTI rep.

Tasks 8.1.99: The Board accepted a sufficient petition for low-density residential neighbourhood zoning from residents on the south side of Douglas Bay Road. (10% completed)

On October 24, 2019 the Regional Board directed staff to report back to the Planning Committee on the zoning bylaw process.

Tasks 8.1.100: A letter of concern from North Island 911 noting that they are receiving emergency calls from Lasqueti Island was noted and a response of a solution is forthcoming was directed by the Board. (25% completed)

A letter was sent to NI 911 on November 19, 2019 requesting clarification of what their concern was so that a solution could be best formulated.

Tasks 8.1.101: The Board approved applying for a UBCM Community Resiliency Investment grant and working collaboratively in 2020 with the Tla'amin Nation and the City of Powell River to deliver the Regional FireSmart Program. (1% completed)

Application to UBCM submitted October 18, 2019 for the 2020 FireSmart program. Awaiting response from UBCM.

Tasks 8.1.102: The Board approved applying to the UBCM Community Emergency Preparedness Fund to provide Indigenous Cultural Safety and Cultural Humility Training for firefighters. (1% completed)

Submitted funding request to UBCM on December 13, 2019. Awaiting response from UBCM.

Tasks 8.1.103: The Board approved applying to the UBCM for a Community Emergency Preparedness Fund grant to build resiliency within the Northside Volunteer Fire Department. (1% completed)

Submitted funding request to UBCM on Nov 15, 2019 for \$25,000 toward live fire training facility at new Lund fire hall property. Awaiting response from UBCM.

Tasks 8.1.104: The Board approved applying to the UBCM for a Community Emergency Preparedness Fund grant to build resiliency within the Savary Island Volunteer Fire Department. (1% completed)

Submitted funding request to UBCM on Nov 15, 2019 for \$12,646.82 toward mobile pumps for wildfire response. Awaiting response from UBCM.

Tasks 8.1.105: The Board approved applying to the UBCM for a Community Emergency Preparedness Fund grant to build resiliency within the Lasqueti Island Volunteer Fire Department. (1% completed)

Submitted funding request to UBCM on November 15, 2019 for \$6,495.00 for training props. Awaiting response from UBCM.

Tasks 8.1.106: The Board approved applying to the UBCM for a Community Emergency Preparedness Fund grant to build resiliency within the Malaspina Volunteer Fire Department. (1% completed)

Submitted funding request to UBCM on Nov 15, 2019 for \$25,000 toward fire extinguisher training equipment. Awaiting response from UBCM.

Tasks 8.1.108: The Board directed staff to explore a telecommunications siting policy. (0% completed)

No progress to date.

Executive Report

Tasks 8.1.109: The Board is going to write a letter to TELUS strongly encouraging them to return to Lard to complete a full and comprehensive survey of all sufficient telecommunications sites. (90% completed)

Correspondence sent December 20, 2019.

Tasks 8.1.112: The Board approved staff to apply to BC Hydro for a Community Regreening program grant to purchase trees to be used at the cemeteries. (75% completed)

Grant application completed December 16, 2019

Tasks 8.1.114: The Board approve camping rates for RV, campers and trailers be increased to \$27.00 per night at both Haywire Bay and Shelter Point Park campgrounds when installation of the septic system and sani-dump at Haywire Bay is completed. (0% completed)

Staff will bring the report forward when the sani-dump is near completion - contemplated for the spring of 2020.

Tasks 8.1.115: The Board directed staff to obtain an exclusionary zone around the approaches to the Savary Island Dock. (7% completed)
process started,

Tasks 8.1.116: The Board directed staff to prepare a report regarding insurance options which enable community groups to use the Texada Community Hall by eliminating the insurance cost barrier to their use. (6% completed)

Staff plan to bring the report forward in February, 2020.

Tasks 8.1.117: The Board directed staff to take the necessary steps to receive connectivity funding to develop and implement plans for a connected region. (0% completed)

No progress to date due to competing priorities.

Tasks 8.1.118: The Board is going to sign a joint statement on equitable e-book access. (100% completed)

Joint statement emailed December 20, 2019

Tasks 8.1.119: The Board will send a letter of appreciation to the City of Powell River and Community Forest Fund Board for the grant award for the Longhouse project at Shelter Point Park. (100% completed)

Correspondences sent December 20, 2019.

Tasks 8.1.120: The Board is going to issue a formal apology to Mrs. Barton-Bridges for the conduct that occurred at the November 28, 2019 Board meeting. (100% completed)

Formal Apology sent to Mrs. Barton-Bridges December 19, 2019. Confirmation of receipt December 20, 2019.

Tasks 8.1.121: The Board, in response to public concern and a respectful workplace, have directed staff to prepare a full and complete report regarding the conduct of Director Gisborne in consultation with Legal Counsel, including sanction options and proposed language for resolution of censure, if necessary. (15% completed)

Staff are consulting with legal counsel.

Tasks 8.1.122: The Board endorsed the newly proposed method and process for Directors' remuneration. (5% completed)

Staff will prepare amendments to the directors' remuneration bylaw and policies for consideration by the Finance Committee in January.

Tasks 8.1.123: The Board endorsed Security Issuing Bylaw No. 556 to provide for financing for the City of Powell River. (43% completed)

Staff are prepared to send the bylaw to the Ministry of Municipal Affairs and Housing on January 6, 2020 following completion of the 10 day quashing period.

Tasks 8.1.124: The Board directed staff to bring forth options to revise Financial Policy 3.10. (5% completed)

Staff will prepare a report for the February Finance Committee meeting.

Tasks 8.1.125: The Rogers paging system will be shutting down in all provinces (except Ontario) as of March 1, 2020. The Board authorized staff to engage with the residents and property owners of Lasqueti Island to ensure awareness of the discontinuation and that changes will be required for the public's emergency calling system. (2% completed)

Public engagement planning began on December 19, 2019. Notice in Lasqueti Isle & Times to go out immediately. Open house being planned for the new year.