



qathet
REGIONAL DISTRICT

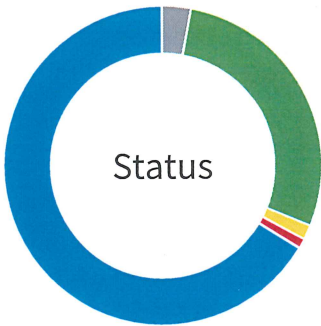
Executive Report

Report Created On: Oct 01, 2019

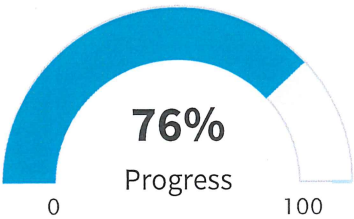
8

Strategic Priority

Overall Summary



	%
Status Pending	2.97
On Track	28.22
Some Disruption	1.49
Major Disruption	0.99
Completed	66.34



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

Strategic Priority 1

Progress 68%

Status

On Track

Completed

%

#

75.0

3

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%

Status

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%

Status

On Track

Major Disruption

Completed

%

#

28.57

2

28.57

2

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 44%

Status

On Track

Completed

%

#

75.0

3

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%

Status

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 75%

Status

On Track

Completed

%

#

50.0

1

50.0

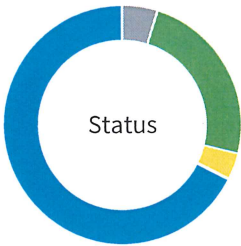
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Strategic Goal: 1

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

Strategic Priority 7 Progress 75%



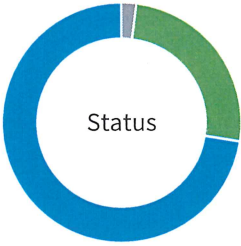
	%	#
Status Pending	4.82	4
On Track	24.1	20
Some Disruption	3.61	3
Completed	67.47	56

Strategic Goal: 1

Tasks: 83

Capital Projects 2019

Strategic Priority 8 Progress 82%



	%	#
Status Pending	2.04	2
On Track	25.51	25
Completed	72.45	71

Strategic Goal: 1

Tasks: 98

Board Policy 2019

Climate Change

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

	%	#
On Track	75.0	3
Completed	25.0	1

Source: Strategic Plan 2018-2019

Strategic Goal: 3

Tasks: 4

Updated on Sep 30, 2019 21:03:11

Strategic Goal 1.1: Lowering Our Carbon Footprint Source: Strategic Plan 2018-2019 (82.0% completed)

Tasks 1.1.1: Complete the Green House Reduction Strategy. (81% 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.

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. (60% 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.

-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.

-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.

-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.

Executive Report

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.

-Solicit proposals for waste transportation

-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.

Strategic Goal 1.3: Natural Hazard Identification *Source: Strategic Plan 2018-2019 (61.5% completed)*

Tasks 1.3.1: Complete sea level rise study. (23% completed)

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. MOTI also engaged in project's work.

Economic Development

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

Source: Strategic Plan 2018-2019

Strategic Goal: 2

Tasks: 3

	%	#
On Track	100.0	3
Updated on Sep 30, 2019 21:03:30		

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.

Strategic Priority 3

Progress 46%

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 Goal: 4

Tasks: 7

	%	#
On Track	28.57	2
Major Disruption	28.57	2
Completed	42.86	3

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

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. Staff plan on bringing a report forward to the Board before the end of 2019.

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 not to be a strategic priority.

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 not to be a strategic priority.

Strategic Priority 4 Progress 44%

Safety

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

	%	#
On Track	75.0	3
Completed	25.0	1

Source: Strategic Plan 2018-2019

Strategic Goal: 4

Tasks: 4

Updated on Sep 30, 2019 21:04:13

Strategic Goal 4.1: Regional Evacuation Plan Source: Strategic Plan 2018-2019 (35.0% completed)

Tasks 4.1.1: Develop draft Regional Evacuation Plan for inclusion within the Regional Emergency Plan (35% completed)

A series of public engagements throughout the spring and summer of 2019. 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.

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)

2018 FireSmart Program was completed with final report submission to UBCM on May 6, 2019. Now delivering the 2019 FireSmart program. Application to fund 2019 FireSmart program was submitted to UBCM in December 2018 but no confirmation yet as to the funding approval.

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

Operational Fuel Treatment within City boundary completed in July.

Executive Report

Prescription for 10 hectares of trails in LA B (75% funded by OBCM) completed in March 2019. Staff submitted grant funding request to Forest Enhancement Society of BC for its intake deadline on November 30, 2018 but received response that the fund was oversubscribed and that coastal communities were a lower priority. Subsequent letter from Board to Minister to request reconsideration. Ongoing work with provincial staff to find alternate funding.

Strategic Goal 4.4: Lasqueti Dispatch Source: Strategic Plan 2018-2019 (8.0% completed)

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

NVFD, SIVFD, MVFD training toward service level requirements ongoing. Training and incident records are being continually maintained.

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

The current pace of training is still slow and may not lead to the LIVFD achieving exterior operations training certifications. Fire Chief will continue to encourage his members to attend more frequent training.

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 Sep 30, 2019 21:04:37

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 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. 555 was adopted at the December 19, 2018 Board meeting.

Strategic Priority 6Progress 75%

Transportation

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

Source: Strategic Plan 2018-2019

	%	#
On Track	50.0	1
Completed	50.0	1

Strategic Goal: 1

Tasks: 2

Updated on Sep 30, 2019 21:05:00

Strategic Goal 6.1: Improve Regional Transportation Access Source: Strategic Plan 2018-2019 (75.0% completed)

Tasks 6.1.1: Engage with the City of Powell River and Tla'amin Nation to gauge the interest in partnering on regional transportation initiative that may explore innovative and/or alternative service delivery models. Begin by having conversation at a C3 meeting. (100% 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 the Working Group Terms of Reference, adopted by the Regional District July 2017. It was noted that references to dates should be taken out of the ToR as these will be expiring soon. The Regional District advised that it would make amendments in July 2018, and would organize a meeting in late 2018 on the basis of membership in the ToR.

Updated Terms of Reference for the Regional Public Transportation Service Exploration Working Group were approved on July 26, 2018.

A C3 meeting was held on December 13, 2018 and an update on the status of the Working Group was delivered.

Letters along with copies of the Terms of Reference were sent to the City of Powell River and Tla'amin Nation on December 14, 2018 requesting that the advise as to who their appointees to the Working Group will be so that an inaugural meeting can be scheduled.

The Regional District received a letter dated February 11, 2019 from the City of Powell River indicating that Councilor Jim Palm has been appointed as their representative.

The Regional District received a letter dated March 27, 2019 from Tla'amin Nation indicating that Executive Councilor Wilson has been as their representative.

Staff are attempting to arrange an inaugural meeting for July 9, 2019.

Two meetings have now taken place; July 9, 2019 and August 28, 2019. Outcomes will now be delivered by the Working Group by August 31, 2020.

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 Saltery 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. (50% completed)

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

Strategic Priority 7Progress 75%

Capital Projects 2019

	%	#
Status Pending	4.82	4
On Track	24.1	20
Some Disruption	3.61	3
Completed	67.47	56

Strategic Goal: 1

Tasks: 83

Strategic Goal 7.1: Asset Management (75.31% 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 2019 in order to give staff time to become versed in using the portion of the software that are in operation. We plan to install the property tax module by the end of 2019 and will postpone conversion of the Regional Hospital District and the client interface module until 2021.

Tasks 7.1.20: Land Improvements - Replace playground equipment at community hall. (40% 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. Crew has been busy with other projects but plan to complete shortly.

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 Sept 24, 2019.

Tasks 7.1.34: Equipment - Purchase two black 5000 gallon water storage tanks. (70% completed)

Site prepped still ongoing.

Tasks 7.1.45: Land Improvements - Phase A of Resource Recovery Centre initiative. (23% 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

LEEDS 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.

Tasks 7.1.49: Land Improvements - Old School parking lot paving. (70% completed)

-Staff have contacted Cap Hwys and BA Blacktop to schedule an April 2018 site meeting to review project, request quote and see if the project can be an add on to other planned MOTI Texada Island projects.

-Staff are investigating chip sealing as an option based on information from Cap Hwy's. Staff have been informed that no asphalt work is planned for 2018 or 2019 on Texada which will make the parking lot paving incredibly expensive.

-BA Blacktop is providing an updated quote

-Updated quote from BA will likely put the project over budget

-Cap Hwys quote including extra drainage work came in under budget but needs to be tied into other "Chip Sealing" projects on the island

-Cap Hwy's indicated that no other works are planned for Texada in 2018 and that the project would have to be rolled forward to 2019.

-Board made aware of project delay and directed staff to single source Cap hwys to complete the project in 2019.

-Staff shared the information with TIRC

-Project scheduling to be set in early 2019

-Cap Hwys confirmed that they will be conducting a chip seal program and that they will include this project in 2019.

-Ground preparation and drainage work completed in July 2019.

-Chip Seal application scheduled for September 20th 2019.

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

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. (25% completed)

equipment ordered installation projected completion date September 28, 2019

Tasks 7.1.61: Land Improvements - Install new playground equipment at Palm Beach Park. (25% completed)

equipment ordered, August 2019

Tasks 7.1.62: Land Improvements - Install nine additional disc golf baskets at Craig Park bringing total to 18. (25% completed)

Equipment ordered August 2019

Tasks 7.1.65: Land Improvements - Seal coat driveway at Cranberry Cemetery. (12% completed)

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

Tasks 7.1.69: Equipment - Purchase back-up water analyzer for Myrtle Pond Water. (50% completed)

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

Tasks 7.1.70: Equipment - Purchase replacement plotter printer. (100% completed)

- Request for Quotes issued on July 4th with a closing date of August 2nd. Request emailed to 5 separate agencies.
- August 2nd - Two Quotes Received
- Successful bidder selected and email sent to engage service and purchase order number issued
- Replacement scheduled for early September
- Plotter scheduled to be replaced on September 5th.
- Old plotter being donated to Search and Rescue per Board approval. To be picked up by SAR members on September 10th.

Tasks 7.1.71: Equipment - Computer - Website update and redesign. (50% 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.

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. (10% completed)

AAP for borrowing approval was successful. Now working with NVFD Fire Chief and Officers to move project forward for 2020 construction.

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.

Tasks 7.1.77: Building - Construct mezzanine for Lasqueti Island south satellite hall. (2% completed)

Fire Chief is currently seeking quotes for the work.

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

Used SCBAs and compressor transferred from NVFD/MVFD. LIVFD Chief has ordered generator to power compressor at south fire hall. Installation and setup still pending.

Tasks 7.1.80: Vehicles - Purchase transport unit for Lasqueti Island fire hall SCBA. (0% completed)

As of September 24 Fire Chief is researching options.

Tasks 7.1.81: Building - Rebuild stairwell ramp at Savary Island main fire hall front door. (15% completed)

Conceptual drawings are complete, construction drawings in progress. Tendering process anticipated in December with construction to go ahead in 2020. Current plans indicate the \$28,000 in the 2019 capital budget may be insufficient so will need to reconfirm budget for 2020.

Tasks 7.1.82: Equipment - Purchase Wajax pump for Savary Island fire hall. (0% completed)

As of Sept 25, no progress yet.

Board Policy 2019

	%	#
Status Pending	2.04	2
On Track	25.51	25
Completed	72.45	71

Updated on Sep 30, 2019 21:05:52

Strategic Goal: 1

Tasks: 98

Strategic Goal 8.1: Supplemental Board Directives (82.16% 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.

The first of a series of reports was presented to the Board. This report focused on an updated Workplace Bullying and Harassment policy. This was presented at the April 26, 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 8.1.9: *St John Ambulance has cancelled their lease. Staff are to bring back a condition assessment and options on future use of the building. (75% completed)*

For in camera direction and follow-up.

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. (32% completed)*

Staff plan to bring a recommended policy forward to the October, 2019 Committee of the Whole meeting.

Executive Report

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 8.1.35: The Board agreed to entering into an agreement with Wild Ocean Whale Society (WOWS) to install coin-operated binoculars at strategic locations within the Regional District. (100% completed)

Sign installed at Savary Island and Shelter Point Park. Binoculars installed at Shelter Point Park.

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. (10% 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.

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. (35% completed)

Received verbal advice from legal on best practice and possible methods.

Tasks 8.1.51: Regional FireSmart Program - make application to the UBCM Community Resiliency Investment for 2019 FireSmart Planning & Activities Grant Program. (50% completed)

Received \$45,000 from UBCM for 2019 FireSmart program. Program now underway with strong interest from the public throughout the entire region. FireSmart property visits have occurred across all areas of the region as well as rebates for property owners who have made recommended FireSmart improvements. FireSmart Coordinator provided interagency training to 7 fire departments and participated in all 9 community evacuation planning engagements including first ever FireSmart introduction on Lasqueti island in August.

Tasks 8.1.55: Strategic Planning - Board to complete the Strategic Planning Survey and submit it to staff by January 4, 2019 and staff to compile the results and recommend what type of workshop is to be required in the new year. (100% completed)

Ticklers reminding the Board to complete and submit the surveys by January 4, 2019 were sent out on December 27, 2018.

The Board decided to postpone any workshops until after April 14, 2019. The Board also indicated that a more robust workshop is desired. Recommendations will be forthcoming.

Staff attended a check-in workshops on April 17, 2019 to review the surveys. They also attended a foundational workshop to review the Board's interests on June 13, 2019.

The Board attended both a check-in and foundational workshop on May 24, 2019.

The Board and staff attended a joint workshop on June 26, 2019.

The Board adopted the 2019 - 2022 Strategic Plan on September 18, 2019.

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. (25% 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.

Tasks 8.1.61: Out of Jurisdiction Waste Disposal Request - staff were directed to make a formal request to the Regional District of Nanaimo Board to accept qathet Regional District Electoral Area E's residual waste beginning in September 2019. (100% completed)

Request made and waiting for reply

reply and approval received and staff reporting to the Board July 2019.

-qRD , RDN engaged with agreement through RDN Bylaw to receiver Lasqueti Island residual waste

Completed

Tasks 8.1.72: Incentivising Zero Waste at Events - staff were directed to: update the qathet 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 (75% 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

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. (80% 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 8.1.76: The Board opted to partner with the City of Powell River on the BC Provincial Nominee Program's Regional Pilot Program for Entrepreneur Immigration and directed staff to bring back a report regarding target sectors. (100% completed)

The Board selected North American Industry Classification System codes:

11 - Agriculture, forestry, fishing and hunting

311 - Food manufacturing

721 - Accommodation services

as the target sectors for economic investment within the Regional District for the BC Provincial Nominee Program profile. Staff are now in a position to collaborate with the City of Powell River and finalize the qathet Regional District enrollment in the Entrepreneur Immigration – Regional Pilot.

Tasks 8.1.79: The Board directed staff to prepare a cannabis related business policy to guide decision-making on cannabis applications. and that affected zoning bylaws be amended to include cannabis specific regulations. (90% completed)

On June 27, 2019, the Board adopted Cannabis Related Business Policy 5.2.7 to guide decision-making on cannabis related business applications.

On August 22, 2019, the Board gave first and second reading to three zoning amendment bylaws that include cannabis specific regulations: Lund Watershed Zoning Amendment Bylaw No. 513.1, Traffic Road Zoning Amendment Bylaw No. 464.1, and Myrtle Pond Zoning Amendment Bylaw No. 426.3.

On September 18, 2019, the Board delegated holding of Public Hearings on the three zoning amendment bylaws to Public Hearing Committees and appointed Directors to each of the Committees. Public Hearings are being scheduled for early October.

Tasks 8.1.81: The Board directed staff to request proposals from qualified airlines for scheduled air service to Texada Airport should KD Air fail to resume scheduled flights to and from Texada Airport by May 3, 2019. S. McCormick / C. Leishman THAT the motion be amended to delete "the Board meeting of April 25, 2019" and replace to "May 3, 2019". (100% completed)

RFP process completed with staff report to COW scheduled for July

Process Completed and staff directed to have scheduled air flights to Texada incorporated into the Texada Airport Master Development Plan Process

Complete

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. (20% completed)

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

Tasks 8.1.87: Temporary Access to Texada Airport Hangar Taxiway (100% completed)

Report and letter of agreement completed and executed from the qRD side. Waiting for signed response from Glen Walker.

Temporary agreement executed

Complete

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. (75% 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

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 8.1.90: The Board directed staff to apply for a grant to the Wood Stove Exchange Program for 2020. (100% completed)

Grant applied for September 2019

Complete

Tasks 8.1.91: The Board directed staff to work with the Airport Master Development Plan consultant to recommend "next steps" regarding scheduled air service. (100% completed)

Scheduled Airservice "Next Steps" are included within the scope of works for the successful proponent Dillon Consulting

Complete

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

Executive Report

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 8.1.94: Public Hearing on amending Bylaw No. 513.1, 2019 - Lund Watershed Zoning (25% completed)

Hearing scheduled for Wednesday, October 9, 2019 and public notices prepared for publishing in PR PEAK newspaper on September 27th and October 4th

Tasks 8.1.95: Public Hearing on amending Bylaw No. 464.1, 2019 - Traffic Road Zoning (25% completed)

Hearing scheduled for Wednesday, October 9, 2019 and public notice prepared for publishing in PR Peak newspaper on September 27th and October 4th

Tasks 8.1.96: Public Hearing on amending Bylaw No. 426.3, 2019 - Myrtle Pond Zoning (25% completed)

Hearing scheduled for Wednesday October 9th and public notice prepared for publishing in PR Peak newspaper on September 27th and October 4th

Tasks 8.1.97: Regional housing needs assessment (30% completed)

Working with Regional Social Planner and City of Powell River Planner to prepare joint grant application for November 29th deadline