

REGIONAL DISTRICT OF NANAIMO
REGULAR BOARD MEETING
AGENDA

Tuesday, April 11, 2023

1:00 P.M.

Board Chambers (Webstreamed)

This meeting will be recorded

Pages

1. CALL TO ORDER

2. TERRITORIAL ACKNOWLEDGEMENT

The Chair will respectfully acknowledge the Coast Salish Nations on whose traditional territory this meeting takes place.

3. APPROVAL OF THE AGENDA

4. ADOPTION OF MINUTES

(All Directors - One Vote)

That the minutes of the Regular Board meeting held March 28, 2023, be adopted.

4.1 Regular Board Meeting - March 28, 2023

6

5. CORRESPONDENCE

6. COMMITTEE MINUTES

(All Directors - One Vote)

That the following minutes be received for information:

6.1 Transit Select Committee Meeting - March 23, 2023

18

7. CONSENT AGENDA

Note: Directors may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

Committee recommendations on the Consent Agenda were Carried Unanimously at the Committee level.

(Voting rule varies as noted - Unanimous vote required)

That the following items on the Consent Agenda be adopted by consent:

7.1 TRANSIT SELECT COMMITTEE RECOMMENDATIONS

7.1.1 The Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service Approval Update 20

(All Directors, except Electoral Areas B and F - Weighted Vote)

That the Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service with free transit starting at 6:00 p.m. ending at 2:30 a.m. be approved.

7.1.2 Nanaimo Arts Council Transit Shuttle Request - Artwalk 2023 22

(Nanaimo, Lantzville, Electoral Areas A, C - Weighted Vote)

That the Board approve Nanaimo Arts Council's request for the Regional District of Nanaimo to provide transit shuttle service for the Artwalk 2023, two-day event, four (4) hours per event day. The total cost charged to the Nanaimo Arts Council will not exceed \$1,200 for both event days.

8. ITEMS REMOVED FROM THE CONSENT AGENDA

9. REPORTS

9.1 Board Strategic Planning for 2023-2026 Term 26

(All Directors - One Vote)

That the Board direct staff to arrange facilitated strategic planning sessions with the objective of developing a new Board strategic plan for the 2023-2026 term.

9.2 Watershed Performance Targets for Rainwater Management - French Creek Water Region 102

(All Directors - Weighted Vote)

1. That the Board receive the "Watershed Performance Targets for Rainwater Management – French Creek Water Region" report for information.

2. That "Watershed Performance Targets for Rainwater Management – French Creek Water Region" be referred to staff to prepare a report on implementation options including collaboration with the City of Parksville and Town of Qualicum Beach to monitor and track rainwater management in the French Creek area.

9.3 PL2020-126 Amendment Application, 3131 and 3141 Galloway Gulch, Electoral Area C, Amendment Bylaw 500.435, 2021 – Adoption 147

(Electoral Area Directors, except EA B - One Vote)

That the Board adopt "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.435, 2021".

9.4	Zoning Amendment Application No. PL2022-014, 2875 Craven Close, Electoral Area H, Amendment Bylaw 500.437, 2022 - Third Reading and Adoption	152
	(Electoral Area Directors, except EA B - One Vote - Must be taken separately)	
	1. That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022”	
	(Electoral Area Directors, except EA B - One Vote / 2/3)	
	2. That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022”.	
9.5	Infrastructure Planning Grant Application - Cedar Estates and Rivers Edge Rainwater Detention Services	157
	(All Directors - One Vote)	
	That the Regional District of Nanaimo Board endorse an application to the provincial Infrastructure Planning Grant Program for a condition assessment and lifecycle costing study for the Cedar Estates and Rivers Edge Rainwater Detention Services.	
9.6	Wellington Pump Station Upgrade Construction Procurement Strategy	158
	(Nanaimo, Lantzville - Weighted Vote)	
	That the Board accept the Wellington Pump Station Upgrade – Construction Procurement Strategy report for information.	
9.7	Emerging Approaches for Reducing Landfill Methane Emissions Grant Seeking Funding for Methane Detection and Capture at the Regional Landfill	160
	(All Directors - One Vote)	
	That the Regional District of Nanaimo Board endorse a grant opportunity from Environment and Climate Change Canada’s Emerging Approaches for Reducing Landfill Methane Emissions to support increased methane detection and capture at the Regional Landfill.	
10.	BYLAWS - WITH NO ACCOMPANYING REPORT	
10.1	Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.04, 2022 - Adoption	163
	(Electoral Area Directors - One Vote)	
	That “Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.04, 2022” be adopted.	
11.	BUSINESS ARISING FROM DELEGATIONS AND CORRESPONDENCE	
12.	MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN	
12.1	Proposed Motion to UBCM on Administering, Resourcing and Expanding	167

Universal Childcare From the Early Learning and Childcare Council in Oceanside (ELCO)

Director Salter provided notice of the following motion to the Corporate Officer:

(All Directors - One Vote)

That the Board direct Staff to submit the following resolution to the Union of British Columbia Municipalities (UBCM) for consideration at the 2023 UBCM Convention:

WHEREAS the Ministry of Education and Child Care is responsible for B.C.'s \$10/day childcare program, and Child Care BC's growing system of universal childcare has been life-changing for families, with demand far outstripping supply;

AND WHEREAS the current grant-based process to expand universal childcare relies on grant applicants to coordinate all aspects of design and implementation, and local and Indigenous governments and nonprofit organizations often lack the resources to successfully manage this process in accordance with UBCM-funded childcare needs assessments and action plans:

THEREFORE BE IT RESOLVED that while the Province continues to rely on individual grant applicants to plan and develop child care expansion, it provide multi-year funding to local and Indigenous governments and nonprofit organizations to support resources to coordinate this process:

AND BE IT FURTHER RESOLVED that UBCM urge the Ministry of Education and Child Care to replace the current grant-based application process with a systematic expansion of universal childcare that upholds UNDRIP obligations and supports the involvement of, but does not rely on, local and Indigenous governments and nonprofit organizations to coordinate design and implementation.

12.1.1 Delegation Submission

Carol O'Connor, Early Learning and Childcare Council in Oceanside (ELCO)

168

13. NEW BUSINESS

14. IN CAMERA

(All Directors - One Vote)

That pursuant to the following sections of the *Community Charter* the Board proceed to an In Camera meeting:

- 90(1)(c) labour relations or other employee relations
- 90(1)(g) litigation or potential litigation affecting the municipality
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- 90(1)(k) negotiations and related discussions respecting the proposed

provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party

15. ADJOURNMENT

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE REGULAR BOARD MEETING**

**Tuesday, March 28, 2023
1:00 P.M.**

Board Chambers (Webstreamed)

In Attendance:	Director T. Brown	Vice Chair
	Director J. Stanley	Electoral Area A
	Alternate	
	Director L. Webster	Electoral Area B (joined electronically)
	Director L. Melanson	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director L. Salter	Electoral Area F
	Director L. Wallace	Electoral Area G (joined electronically)
	Director S. McLean	Electoral Area H
	Director L. Krog	City of Nanaimo
	Director S. Armstrong	City of Nanaimo
	Director B. Geselbracht	City of Nanaimo (joined electronically)
	Director E. Hemmens	City of Nanaimo
	Director P. Manly	City of Nanaimo
	Director J. Perrino	City of Nanaimo (joined electronically)
	Director I. W. Thorpe	City of Nanaimo (joined electronically)
	Director D. O'Brien	City of Parksville
	Director S. Wood	City of Parksville
	Director M. Swain	District of Lantzville
	Director T. Westbroek	Town of Qualicum Beach
Regrets:	Director V. Craig	Chair
Also in Attendance:	Alternate	
	Director J. Ringwald	Electoral Area E
	Alternate	
	Director H. Eastmure	City of Nanaimo
	T. Osborne	A/Chief Administrative Officer
	L. Grant	Gen. Mgr. Development & Emergency Services
	S. Nixon	A/Gen. Mgr. Corporate Services
	E. Tian	Gen. Mgr. Regional & Community Utilities (joined electronically)
	T. Moore	Chief Financial Officer (joined electronically)
	J. Birch	Chief Technology Officer (joined electronically)
	E. Hughes	Mgr. Strategy & Intergovernmental Services (joined electronically)
	M. Walters	Mgr. Water Services (joined electronically)
	M. Helmer	Deputy Corporate Officer (joined electronically)
	G. Smith	Deputy Corporate Officer
	S. Snelgrove	Deputy Corporate Officer

C. Holt
S. Keizer
S. Patrickson

Zoom Moderator
Zoom Moderator
Recording Secretary

CALL TO ORDER

The Chair called the meeting to order.

TERRITORIAL ACKNOWLEDGEMENT

The Chair respectfully acknowledged the Coast Salish Nations on whose traditional territory this meeting took place.

APPROVAL OF THE AGENDA

23-191

It was moved and seconded that the agenda be approved, as amended, to remove item 5.1, add items 5.2.1, 6.2.1, and 6.3, and move item 12.4 immediately after item 5.2.1, as follows:

5.1 Michel Morin, Royal Canadian Marine Search and Rescue Station 27, re Annual Operational Presentation

5.2.1 Delegation Submission Shirley Vaux - Additional Documentation

6.2.1 Delegation Submission – Sunshine Goldsberry, Errington Farmers Market Society, re BC Farmers Market Nutrition Coupon Program

6.3 Joint Letter to Premier Eby from Island Coastal Economic Trust Region Mayors/Chairs, re Requesting Support for the Future of Island Coastal Economic Trust

12.4 Special Board Meeting April 18, 2023 - Regional District of Nanaimo District 69 Swimming Pool Local Service Establishment Bylaw No. 899, 1993

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

23-192

It was moved and seconded that the minutes of the Regular Board meeting held March 14, 2023, be adopted.

CARRIED UNANIMOUSLY

Alternate Director Webster joined the meeting at 1:04 P.M.

Alternate Director Ringwald joined the meeting at 1:05 P.M.

DELEGATIONS - ITEMS NOT ON THE AGENDA

Shirley Vaux, re Ravensong Pool Proposed Amendment Bylaw 899.02

23-193

It was moved and seconded that the delegation be allocated seven minutes to make their presentation.

CARRIED UNANIMOUSLY

Shirley Vaux spoke in opposition of “Regional District of Nanaimo District 69 Swimming Pool Service Amendment Bylaw No. 899.02, 2022”.

REPORTS

Special Board Meeting April 18, 2023 – Regional District of Nanaimo District 69 Swimming Pool Local Service Establishment Bylaw No. 899, 1993

23-194

It was moved and seconded that the Board receive the report titled “Special Board Meeting April 18, 2023 – Regional District of Nanaimo District 69 Swimming Pool Local Service Establishment Bylaw No. 899, 1993” for information.

CARRIED UNANIMOUSLY

23-195

It was moved and seconded that the Board waive Section 10(4) of Regional District of Nanaimo Board Procedure Bylaw No. 1862, 2022 and confirm Directors will attend the Special Board meeting scheduled for April 18, 2023 in person.

CARRIED UNANIMOUSLY

CORRESPONDENCE

23-196

It was moved and seconded that the following correspondence be received for information:

A. Kang, Minister, Ministry of Municipal Affairs, re Letter dated March 16, 2023 to V. Craig, Chair, Regional District of Nanaimo, re Growing Communities Fund

H. O'Hara, Executive Director, BC Association of Farmers' Markets, re Letter dated February 16, 2023 to V. Craig, Chair, Regional District of Nanaimo, re BC Farmers' Market Nutrition Coupon Program

Joint Letter to Premier Eby from Island Coastal Economic Trust Region Mayors/Chairs, re Requesting Support for the Future of Island Coastal Economic Trust

CARRIED UNANIMOUSLY

Sunshine Goldsberry, Errington Farmers Market Society, spoke in support of the BC Farmers' Market Nutrition Coupon Program and requested that the Board write an appreciation letter to the Minister of Health, Adrian Dix regarding the BC Farmers Market Nutrition Coupon Program.

COMMITTEE MINUTES

23-197

It was moved and seconded that the following minutes be received for information:

Electoral Area Services Committee Meeting - March 9, 2023

Liquid Waste Management Plan Monitoring Committee Meeting - March 7, 2023

CARRIED UNANIMOUSLY

CONSENT AGENDA

23-198

It was moved and seconded that the following items on the consent agenda be adopted by consent:

9.1.1 License of Occupation Agreement for Provincial Crown Land - Lot 6, District Lot 76, Newcastle District, Plan 2619 (PID 006310419) as an Electoral Area G Community Park

9.1.2 Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2022-104 - 820 Corcan Road, Electoral Area H

9.1.3 Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2023-001 - 1478 Northwest Bay Road, Electoral Area G

9.1.4 Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2023-007 - 1670 Brightman Road, Electoral Area A

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS

License of Occupation Agreement for Provincial Crown Land - Lot 6, District Lot 76, Newcastle District, Plan 2619 (PID 006310419) as an Electoral Area G Community Park

23-199

It was moved and seconded that a report be provided on the viability and cost implications of securing a License of Occupation agreement for Provincial Crown Land - Lot 6, District Lot 76, Newcastle District, Plan 2619 (PID 006310419) as an Electoral Area G Community Park.

ADOPTED ON CONSENT

Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2022-104 - 820 Corcan Road, Electoral Area H

23-200

It was moved and seconded that the Board recommend that the Agricultural Land Commission approve Non-Adhering Residential Use Application No. PL2022-104 to permit the construction of temporary foreign worker housing.

ADOPTED ON CONSENT

Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2023-001 - 1478 Northwest Bay Road, Electoral Area G

23-201

It was moved and seconded that the Board recommend that the Agricultural Land Commission approve Non-Adhering Residential Use Application No. PL2023-001 to allow a second dwelling unit and the fill required for access and construction.

ADOPTED ON CONSENT

Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2023-007 - 1670 Brightman Road, Electoral Area A

23-202

It was moved and seconded that the Board recommend that the Agricultural Land Commission approve Non-Adhering Residential Use Application No. PL2023-007 for the construction of an additional dwelling unit on a parcel that has an existing dwelling unit over 90 m² in floor area and the fill required for access and construction.

ADOPTED ON CONSENT

COMMITTEE RECOMMENDATIONS

Electoral Area Services Committee

Rivers Edge Community Trail Network Plan – Revised

23-203

It was moved and seconded that:

1. The Board direct staff to remove the stone entrance pillars item from the Rivers Edge Community Trail Network Plan and;
2. Item 8.1.1 “Rivers Edge Community Trail Network Plan – Revised” be referred back to staff to provide confirmation of trail upgrade scope for trail sections 1, 2, 3, 4 and 5 to ensure retention of natural vegetation; and to provide further detail of the plan to ensure that trailhead improvements do not provide access for all-terrain vehicles and other vehicles.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2023-012, 295 Larkdowne Road, Electoral Area G

Vice Chair Brown called for speakers regarding Development Variance Permit Application No. PL2023-012, 295 Larkdowne Road, Electoral Area G.

Louise Palan, neighbour, spoke in opposition of the application.

Rachel Hamling, Prism Land Surveying, spoke in support of the application.

23-204

It was moved and seconded that the Board refer Development Variance Permit Application No. PL2023-012, 295 Larkdowne Road, Electoral Area G to staff to clarify which lot lines would be affected.

Opposed (15): Director Brown, Director Stanley, Alternate Director Webster, Director Melanson, Director Salter, Director McLean, Director Krog, Director Armstrong, Director Geselbracht, Director Hemmens, Director Manly, Director Perrino, Director Thorpe, Director O'Brien, and Director Wood

DEFEATED

23-205

It was moved and seconded that the Board approve Development Variance Permit No. PL2023-012 to reduce the setback to all lot lines from 8.0 metres to 6.9 metres subject to the terms and conditions outlined in Attachment 2.

Opposed (1): Director Wallace

CARRIED

Building Strata Conversion Application No. PL2022-138, 3221 and 3229 Ridgeview Place, Electoral Area C

23-206

It was moved and seconded that the request for Building Strata Conversion Application No. PL2022-138 be granted preliminary approval, with final approval subject to the terms and conditions outlined in Attachment 4.

CARRIED UNANIMOUSLY

Bylaw No. 1871 - A Bylaw to Establish a Community Rainwater Detention Service in Fairwinds

23-207

It was moved and seconded that "Fairwinds Community Rainwater Detention Service Establishment Bylaw No. 1871, 2023" be introduced and read three times, and that, after having been read three times, be forwarded to the Inspector of Municipalities for Approval.

CARRIED UNANIMOUSLY

23-208

It was moved and seconded that, having received a valid and sufficient petition in accordance with section 337 of the *Local Government Act*, “Fairwinds Community Rainwater Detention Service Establishment Bylaw No. 1871, 2023” receive participating area approval and consent from the Electoral Area E Director pursuant to Section 347 of the *Local Government Act*.

CARRIED UNANIMOUSLY

REPORTS (continued)

2023 - 2027 Financial Plan Amendment Bylaw 1873.01

23-209

It was moved and seconded that “Regional District of Nanaimo Financial Plan 2023 to 2027 Bylaw Amendment Bylaw No. 1873.01, 2023” be introduced and read three times.

CARRIED UNANIMOUSLY

23-210

It was moved and seconded that “Regional District of Nanaimo Financial Plan 2023 to 2027 Bylaw Amendment Bylaw No. 1873.01, 2023” be adopted.

CARRIED UNANIMOUSLY

Options to Provide Funding to Oceanside Minor Hockey Association

23-211

It was moved and seconded that:

1. Oceanside Place 2023 Transfer to Reserves be reduced by \$30,000 and reallocated to Transfer to Other Organizations to provide financial assistance to Oceanside Minor Hockey Association and that the 2023-2027 Financial Plan be amended accordingly and;
2. Funding be provided to Oceanside Minor Hockey Association in the amount of up to \$30,000 upon confirmation that the organization has not received funding from Province of BC Community Gaming Grant in 2023.

CARRIED UNANIMOUSLY

1236 Island Highway West – Sponsored Crown Land Acquisition

23-212

It was moved and seconded that the Board endorse the Sponsored Crown Grant application to acquire approximately 0.246 hectares of Crown land for consolidation with the Regional District of Nanaimo’s adjacent properties.

CARRIED UNANIMOUSLY

BYLAWS - WITH NO ACCOMPANYING REPORT

River's Edge Streetlighting Service Area Amendment Bylaw No. 1353.02, 2022

It was moved and seconded that the Board adopt "River's Edge Streetlighting Service Area Amendment Bylaw No. 1353.02, 2022".

23-213

It was moved and seconded that the Board refer "River's Edge Streetlighting Service Area Amendment Bylaw No. 1353.02, 2022" to staff to update the attached map in Schedule A.

Opposed (4): Director Salter, Director Krog, Director Armstrong, and Director O'Brien

CARRIED

River's Edge Water Supply Service Area Amendment Bylaw No. 1354.02, 2022

23-214

It was moved and seconded that the Board refer "River's Edge Water Supply Service Area Amendment Bylaw No. 1354.02, 2022" to staff to update the attached map in Schedule A.

Opposed (4): Director Salter, Director Krog, Director Armstrong, and Director O'Brien

CARRIED

Regional District of Nanaimo River's Edge Storm Water Management Service Area Amendment Bylaw No. 1363.01, 2022

23-215

It was moved and seconded that the Board refer "Regional District of Nanaimo River's Edge Storm Water Management Service Area Amendment Bylaw No. 1363.01, 2022" to staff to update the attached map in Schedule A.

Opposed (4): Director Salter, Director Krog, Director Armstrong, and Director O'Brien

CARRIED

River's Edge Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.04, 2022

23-216

It was moved and seconded that the Board refer "River's Edge Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.04, 2022" to staff to update the attached map in Schedule A.

Opposed (19): Director Brown, Director Stanley, Alternate Director Webster, Director Melanson, Director Rogers, Director Salter, Director Wallace, Director McLean, Director Krog, Director Armstrong, Director Geselbracht, Director Hemmens, Director Manly, Director Perrino, Director Thorpe, Director O'Brien, Director Wood, Director Swain, and Director Westbrook

DEFEATED UNANIMOUSLY

23-217

It was moved and seconded that the Board adopt “River’s Edge Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.04, 2022”.

CARRIED UNANIMOUSLY

River’s Edge Storm Water Management Service Area Reserve Fund Amendment Bylaw No. 1644.01, 2022

23-218

It was moved and seconded that the Board adopt “River’s Edge Storm Water Management Service Area Reserve Fund Amendment Bylaw No. 1644.01, 2022”.

CARRIED UNANIMOUSLY

Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.04, 2022

23-219

It was moved and seconded that the Board adopt “Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.04, 2022”.

CARRIED UNANIMOUSLY

Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.13, 2022

23-220

It was moved and seconded that the Board adopt “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.13, 2022”.

CARRIED UNANIMOUSLY

River’s Edge Streetlighting Service Reserve Fund Amendment Bylaw No. 1668.01, 2022

23-221

It was moved and seconded that the Board adopt “River’s Edge Streetlighting Service Reserve Fund Amendment Bylaw No. 1668.01, 2022”.

Opposed (1): Director Salter

CARRIED

BUSINESS ARISING FROM DELEGATIONS AND CORRESPONDENCE

BC Farmers' Market Nutrition Coupon Program – Letter of Support

23-222

It was moved and seconded that the Board ask the Regional District of Nanaimo Chair to write to the Minister of Health, Adrian Dix, a letter of gratitude and support for the BC Farmers' Market Nutrition Coupon Program.

CARRIED UNANIMOUSLY

Island Coastal Economic Trust Proposal – Letter of Support

23-223

It was moved and seconded that the Board authorize the Chair to sign a letter of support on behalf of the Board, addressed to the Honorable Premier Eby, requesting support for the Island Coastal Economic Trust proposal.

CARRIED UNANIMOUSLY

NEW BUSINESS

Director Salter spoke regarding the zero percent property tax increase in Lantzville.

IN CAMERA

23-224

It was moved and seconded that pursuant to the following sections of the *Community Charter* the Board proceed to an In Camera meeting:

- 90(1)(d) the security of the property of the municipality;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and
- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

TIME: 2:12 P.M.

RISE AND REPORT

NOTE: the following rise and report was made at the March 28, 2023, In camera Board meeting.

Revisions to Board Members' Equipment and Expense Policy

23-225

It was moved and seconded that:

1. Board Policy A1.31 Board Members' Equipment and Expense Claims be amended as per Attachment 2, PROPOSED Board Policy A1.31 Board Members' Equipment and Expense Claims, specifically:

a. That the following text be added to Section 1: "Alternate Directors shall have the option to receive a Regional District of Nanaimo-approved iPad and required software, such equipment to be transferred to their successor should a new alternate be appointed in the current term;" and,

b. That Section 10, "Electoral Area Director Software Subscriptions" be added with the following text: "Electoral Area Directors may claim up to \$225 annually for the purchase of individual subscriptions to electronic meeting software, subject to the completion of a Privacy Impact Assessment;" and,

c. That the following text be removed from Section 1: "In lieu of the above equipment, the Director may elect to receive a taxable cash allowance of \$2,000 for the purchase of equivalent equipment that is compatible with the Regional District of Nanaimo's technology. Where a Director is re-elected to a further term, the Director may elect instead of receiving the new equipment to receive a taxable cash allowance of \$2,000 which shall be paid on January 1 in the year following the election. In the event the Director elects the cash allowance, the Regional District shall have no further responsibility for the repair or upgrading of the laptop, monitor or printer;" and,

d. That the following text be added to Section 1: "Computers and iPads provided will be subject to security management by the Regional District of Nanaimo or Member Municipality;" and,

e. That the following text be added to Section 3: "Mobile Telecommunications Devices provided or compensated for will be subject to security management through the Regional District of Nanaimo's mobile device management software;".

2. Directors shall only store confidential records, such as email and In Camera information, in systems and on devices that are under the management of the Regional District of Nanaimo or a Member Municipality, with an understanding that there will be a transition period before this is fully implemented.

3. Staff be authorized to send the weekly correspondence email to Alternate Directors at email addresses supplied by the Regional District of Nanaimo or Member Municipalities.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 3:26 P.M.

CHAIR

CORPORATE OFFICER

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE TRANSIT SELECT COMMITTEE MEETING**

**Thursday, March 23, 2023
10:00 A.M.
Board Chambers (Webstreamed)**

In Attendance:	Director S. McLean Director J. Perrino Director P. Manly Director B. Rogers Director L. Wallace Director L. Krog Director S. Armstrong Director E. Hemmens Director P. Manly Director D. O'Brien Director M. Swain Director T. Westbroek	Chair Vice Chair (joined electronically) Electoral Area A (joined electronically) Electoral Area E Electoral Area G (joined electronically) City of Nanaimo (joined electronically) City of Nanaimo (joined electronically) City of Nanaimo (joined electronically) City of Nanaimo (joined electronically) City of Parksville (joined electronically) District of Lantzville (joined electronically) Town of Qualicum Beach (joined electronically)
Regrets:	Director L. Melanson Director B. Geselbracht	Electoral Area C City of Nanaimo
Also in Attendance:	D. Holmes D. Marshall S. Wright D. Eckel S. Myers B. White G. Smith C. Golding	Chief Administrative Officer Mgr., Transit Operations Manager, Government Relations, BC Transit Superintendent, Fleet & Transit Service Delivery Superintendent, Transit Operations Superintendent, Transit Operations Deputy Corporate Recording Secretary

CALL TO ORDER

The Chair called the meeting to order.

TERRITORIAL ACKNOWLEDGEMENT

The Chair respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Transit Select Committee Meeting - January 19, 2023

It was moved and seconded that the minutes of the Transit Select Committee meeting held January 19, 2023, be adopted.

CARRIED UNANIMOUSLY

REPORTS

The Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service Approval Update

It was moved and seconded that the Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service with free transit starting at 6:00 p.m. ending at 2:30 a.m. be approved.

CARRIED UNANIMOUSLY

Nanaimo Arts Council Transit Shuttle Request - Artwalk 2023

It was moved and seconded that the Board approve Nanaimo Arts Council's request for the Regional District of Nanaimo to provide transit shuttle service for the Artwalk 2023, two-day event, four (4) hours per event day. The total cost charged to the Nanaimo Arts Council will not exceed \$1,200 for both event days.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 10:12 A.M.

CHAIR



THE REGIONAL DISTRICT OF NANAIMO'S ANNUAL NEW YEAR'S EVE EXTENDED STANDING SERVICE APPROVAL UPDATE

RECOMMENDATION

That the Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service with free transit starting at 6:00 p.m. ending at 2:30 a.m. be approved.

BACKGROUND

The Regional District of Nanaimo (RDN) Transit System operates transit services 365 days per year, with varying service levels throughout the year. Typically, during the holiday season, weekday services are reduced due to the closure of educational institutions. In 2022, New Year's Eve fell on a Saturday, offering the riding public a full Saturday level of extended service hours. In addition, pre-pandemic, RDN Transit System has offered extended Transit hours to encourage and promote a safe alternate transportation option for New Year's Eve and to promote transit use. These services have historically been offered as free transit starting from 8:00 pm until approximately 2:30 am. Provision of the added transit services enables New Year's revellers to leave their cars at home by offering a safe, free alternative transportation option.

At the January 19, 2023, Transit Select Committee Meeting, it was moved and seconded that the following motion:

'It was moved and seconded that the Regional District of Nanaimo's Annual New Year's Eve Extended Standing Service report be referred to staff to provide further information at a future meeting regarding the ridership and revenue implications of beginning the service at 6:00 pm.'

Extending New Year's Eve service from 8:00 pm to starting at 6:00 pm and running until approximately 2:30 am, will increase fare revenue losses by approximately \$400 on a weekend and \$700 for a weekday.

By approving annual Extended Standing New Year's Eve service, from 6:00 pm to 2:30 am, it will allow staff to prepare and promote this service earlier, in consultation with the RDN and BC Transit's Communications Departments, without requesting Board approval each year. This will also allow businesses to prepare and promote, or extend their service to coincide with transit services, as done pre-pandemic.

FINANCIAL IMPLICATIONS

The hours for the New Year's Eve service are included as extra revenue hours in the Annual Operating Agreement (AOA) and therefore, will be cost shared in partnership with BC Transit at their cost sharing rate of 53.31% to the RDN and are included in the recommended RDN's annual Financial Plan 2023 – 2027.

Fare revenue loss for providing free transit from 6:00pm to 2:30am is estimated at approximately \$1,900 on weekends and \$3,200 weekdays.

STRATEGIC PLAN ALIGNMENT

Transportation and Transit - Provide opportunities for residents to move effectively through and around the Region.

REVIEWED BY:

- T. Moore, Chief Financial Officer
- D. Holmes, Chief Administrative Officer



NANAIMO ARTS COUNCIL TRANSIT SHUTTLE REQUEST – ARTWALK 2023

RECOMMENDATION

That the Board approve Nanaimo Arts Council's request for the Regional District of Nanaimo to provide transit shuttle service for the Artwalk 2023, two-day event, four (4) hours per event day. The total cost charged to the Nanaimo Arts Council will not exceed \$1,200 for both event days.

BACKGROUND

The Nanaimo Artwalk 2023, annual event involves 50 or more visual artists exhibiting their art in 20 public and private venues along Commercial Street and Old City Quarter in Downtown Nanaimo. The Nanaimo Arts Council estimates that 1000 people will attend the two-day event, based on their annual survey data, with approximately ten percent (10%) coming from out of town. This year's event is scheduled for two days, December 2 and 3, 2023.

The event is split between two areas downtown Nanaimo, Commercial Street and Old City Quarter. The elevation between the two locations is too steep for many event goers to travel between venues and therefore the event is not fully utilized by all event attendees. The complementary shuttle service between the two areas of downtown would encourage attendance at both areas and allow attendees to escape the inclement weather experienced at that time of year, December.

The Artwalk two-day event request for shuttle service meets the below criteria of the Regional District of Nanaimo's (RDN) Policy C3-01, 'Use of Buses for Special Events', Attachment 2:

- The event is community oriented and open to participation by all members of the public.
- The event is held within the Transit service area.

This shuttle service will help the City of Nanaimo achieve its goal of trying different approaches to make transit more appealing so the public will choose to leave their personal vehicles at home for public events. Encouraging mass transit as an alternative to personal automobiles helps reduce greenhouse gases in the region and supports the Board's strategic plan.

FINANCIAL IMPLICATIONS

The Nanaimo Arts Council has requested two (2) RDN transit buses and operators for eight (8) hours of shuttle service for a minimum of four (4) hours per public event day. This shuttle service will cost the Nanaimo Arts Council not more than \$600 per event day. The total for the two days of shuttle service will not exceed \$1,200.

STRATEGIC PLAN ALIGNMENT

Offering shuttle service allows more residents to participate in a public event effectively, encourages transit use to reduce congestion and reduces greenhouse gases.

Transportation and Transit - Provide opportunities for residents to move effectively through and around the Region.

REVIEWED BY:

- D. Holmes, Chief Administration Officer

ATTACHMENTS:

1. Letter to RDN for Shuttle Service Artwalk in 2023
2. Policy C3-01 Use of Buses for Special Events (June 2017)



The Nanaimo Arts Council
PO Box 401 Stn A,
Nanaimo BC, V9R 5L3

January 18, 2023

Darren Marshall
Manager, Transit Operations
Regional District of Nanaimo
6300 Hammond Bay Rd
Nanaimo, BC V9T 6N2

Hello Darren,

I am writing on behalf of the Nanaimo Arts Council to request shuttle service support for Artwalk 2023. This annual event, approaching its 25th anniversary, involves 50 or more visual artists exhibiting their art in 20 public and private venues along Commercial Street and Old town. More than 1,000 people attend the two-day festival each year, and based on our survey data, approximately 10 percent are from out of town. The median age is 50 years+. We scheduled this year's event for December 2nd and 3rd.

Visitor traffic along Commercial Street is significantly higher than in Old Town. As a result, the arts council wishes to offer a complimentary shuttle service rotating between the two locations to boost traffic for the artists and the host businesses in Old Town by easing the travel burden, especially for older persons.

Financially, Artwalk is a break-even program. The arts council receives partial financial support from the City of Nanaimo and the BC Arts Council, supplemented with participant fees and commercial advertisements. The event is free to the public and entirely run by volunteers.

We ask your assistance in presenting our request, including any financial aid which may be available. We believe adding a shuttle service will be a welcome addition to Artwalk 2023, and we thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'SD', is written over a light blue circular stamp.

Steven Dennis
Vice President
Nanaimo Arts Council

REGIONAL DISTRICT OF NANAIMO

POLICY

SUBJECT:	<i>Use of Buses for Special Events</i> <i>(Transportation Services)</i>	POLICY NO: C3.1 CROSS REF.:
EFFECTIVE DATE:	February 10, 1998	APPROVED BY: CAO
REVISION DATE:	June 27, 2017	PAGE: 1 of 1

PURPOSE

To establish the policy and procedures for the use of Regional Transit buses for special events.

POLICY

Requests for the use of Transit buses for special events will be considered by the Regional District of Nanaimo where the following criteria are met:

- The event is community oriented and open to participation by all members of the public.
- The event is held within the Transit service area.

Events that do not meet these criteria cannot be considered.

Each application would be for a single event.

Application Procedure

Requests for the use of Nanaimo Regional Transit buses for special events will be made to the Board of the Regional District of Nanaimo. Applications, in writing, must be forwarded to the Transportation Services department for processing. The department will forward a report to the Board outlining the anticipated costs for this service and any other issues that may arise with regards to the request.

Steps

1. The Transportation Services department receives the application.
2. The department will determine if the application meets the general policy criteria outlined above.
3. If the application meets the general criteria a report will be completed and forwarded to the next Committee of the Whole meeting.
4. The applicant will be notified of the Committee’s decision, and if the request moves forward, the Board’s decision.



BOARD STRATEGIC PLANNING FOR 2023-2026 TERM

RECOMMENDATION

That the Board direct staff to arrange facilitated strategic planning sessions with the objective of developing a new Board strategic plan for the 2023-2026 term.

BACKGROUND

In 2019 the Regional District of Nanaimo (RDN) Board developed and adopted a strategic plan. The purpose of the plan was to express the vision and set the priorities of the Board for the 2019-2022 term and to provide guidance to Directors in policy and regulatory decisions and direction to staff in the delivery of services to residents.

The strategic plan was developed to be reviewed and updated regularly. It was updated in November 2020 and reviewed again in October 2021 when the Board participated in a strategic planning workshop to review its key priorities for the last year of its term. At that time, the Board decided to continue with the existing strategic plan, confirming its key priorities were enhancing First Nations relations and advancing advocacy work related to Nanaimo Regional General Hospital capital projects, and removing economic development from its list of priorities.

At the October 2021 strategic planning workshop, the Board noted that future strategic plans would benefit from clear and precise language, an acknowledgment of the different functions of municipalities and regional districts, and clarity around the role of the Nanaimo Regional Hospital District Board in relation to the Regional District of Nanaimo Board. Directors highlighted the importance of streamlined reporting on items falling within its strategic purview, emphasizing major milestones, reasonable metrics, and forecasting of upcoming project timelines.

The 2019-2022 strategic plan (Attachment 1) articulates the RDN's vision, mission statement, and values that inform eight key strategic areas:

- Climate Change
- Environmental Stewardship
- Housing
- Growth Management
- Transportation and Transit
- Economic Coordination
- People and Partnerships
- Social Wellbeing

On February 21, 2023, as part of a broader orientation program following the November 2022 local government election, the RDN Board participated in a strategic planning orientation session, facilitated by Allison Habkirk. This session provided Directors with an opportunity to review various approaches for determining the Board's vision and strategic priorities, and to facilitate a discussion about strategic planning, including what strategic plans are, what purpose and function they serve, how a strategic plan or another approach might fit with the Board's work,

and how the Board would envision using a strategic plan or another tool in the context of its other plans and policies.

The presentation developed by Allison Habkirk for the February 21, 2023, strategic planning orientation session is provided for reference (Attachment 2), together with a summary of highlights from the session (Attachment 3).

I believe that there is consensus among Directors that subsequent sessions should be facilitated to develop a new strategic plan for the Board's 2023-2026 term. A new strategic plan will be instrumental to the Board in identifying and articulating priorities and implementing them through the financial plan, service levels and department workplans.

It is recommended that a series of sessions be scheduled in the second quarter of 2023, allowing for the priorities identified in the strategic plan to be considered during 2024 financial planning and workplan development.

FINANCIAL IMPLICATIONS

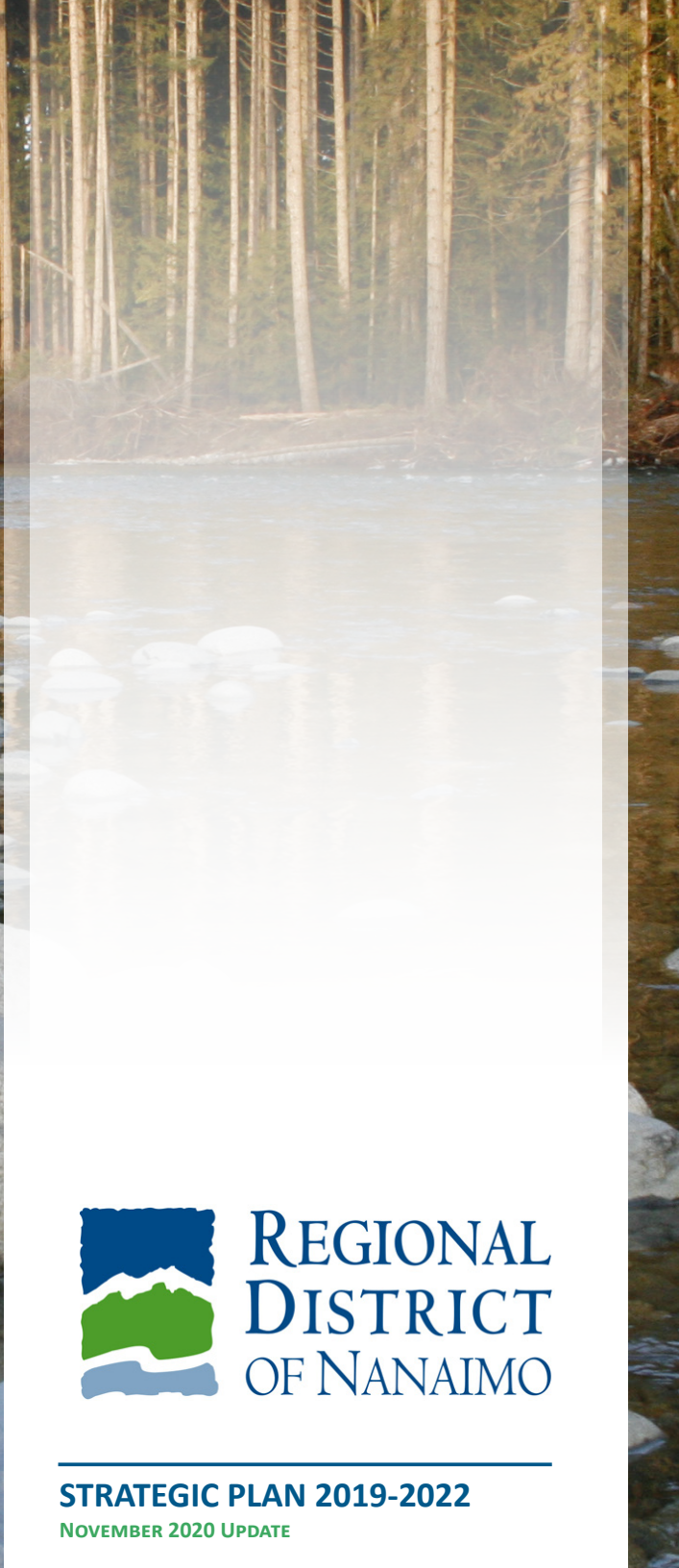
Provision has been made in the budget to support facilitated strategic planning sessions and the development of a Board strategic plan.

STAFF/WORKPLAN IMPLICATIONS

RDN CAO Douglas Holmes has indicated that there is sufficient staff capacity to support strategic planning sessions as outlined.

ATTACHMENTS

1. RDN Strategic Plan 2019-2022 November 2020 Update
2. RDN Strategic Planning Presentation Feb 20 2023
3. Highlights of February 21, 2023 Strategic Planning Orientation



REGIONAL
DISTRICT
OF NANAIMO

WELCOME

FROM THE REGIONAL BOARD



BOARD CHAIR
TYLER BROWN
CITY OF NANAIMO



VICE CHAIR
VANESSA CRAIG
AREA B



KEITH WILSON
AREA A



MAUREEN YOUNG
AREA C



BOB ROGERS
AREA E



LEANNE SALTER
AREA F



LEHANN WALLACE
AREA G



STUART MCLEAN
AREA H



ED MAYNE
CITY OF PARKSVILLE



ADAM FRAS
CITY OF PARKSVILLE



BRIAN WIESE
TOWN OF QUALICUM BEACH



MARK SWAIN
DISTRICT OF LANTZVILLE



IAN THORPE
CITY OF NANAIMO



LEONARD KROG
CITY OF NANAIMO



SHERYL ARMSTRONG
CITY OF NANAIMO



DON BONNER
CITY OF NANAIMO



BEN GESELBRACHT
CITY OF NANAIMO



ERIN HEMMENS
CITY OF NANAIMO



ZENI MAARTMAN
CITY OF NANAIMO

- AREA A: CEDAR, SOUTH WELLINGTON, YELLOWPOINT, CASSIDY
- AREA B: GABRIOLA, DECOURCY, MUDGE ISLANDS
- AREA C: EXTENSION, NANAIMO LAKES, EAST WELLINGTON, PLEASANT VALLEY
- AREA E: NANOOSE BAY
- AREA F: COOMBS, HILLIERS, ERRINGTON, WHISKEY CREEK, MEADOWOOD
- AREA G: FRENCH CREEK, SAN PAREIL, LITTLE QUALICUM
- AREA H: BOWSER, QUALICUM BAY, DEEP BAY

2019-2022 RDN Strategic Plan:

Message from the Chair

On behalf of the Regional District of Nanaimo Board of Directors, I am pleased to present the 2020 Update to the 2019-2022 RDN Strategic Plan. As a group, we reviewed the Strategic Plan at the end of 2019, and most recently in the Fall of 2020. Through those deliberations, we reaffirmed our commitment to delivering on the eight Key Strategic Areas identified in the plan through meaningful collaboration and consultation, effective governance and informed decision-making.

The COVID-19 pandemic continues to present challenges for our region and its residents. In response to these challenges, we recognize priorities may need to be adjusted. We will remain adaptable as the pandemic evolves. This plan sets out a vision for the region that protects our natural assets, respects our diverse communities and enhances the well-being of our region's citizens. A vision that is more important now than ever before.

The RDN Board of Directors values your input. We invite you to review the 2020 Update to the 2019-2022 RDN Strategic Plan and to share your thoughts with us so we can more fully understand the needs and concerns of residents. Together, we will continue working towards a better quality of life for all in our region.

Tyler Brown

PURPOSE OF THE STRATEGIC PLAN

The purpose of this Strategic Plan is to express the vision and set the priorities of the Board of Directors for their 2019-2022 term. The plan also looks beyond the current term to advance the long-term vision of the Regional District of Nanaimo to become a healthy, resilient and sustainable region.

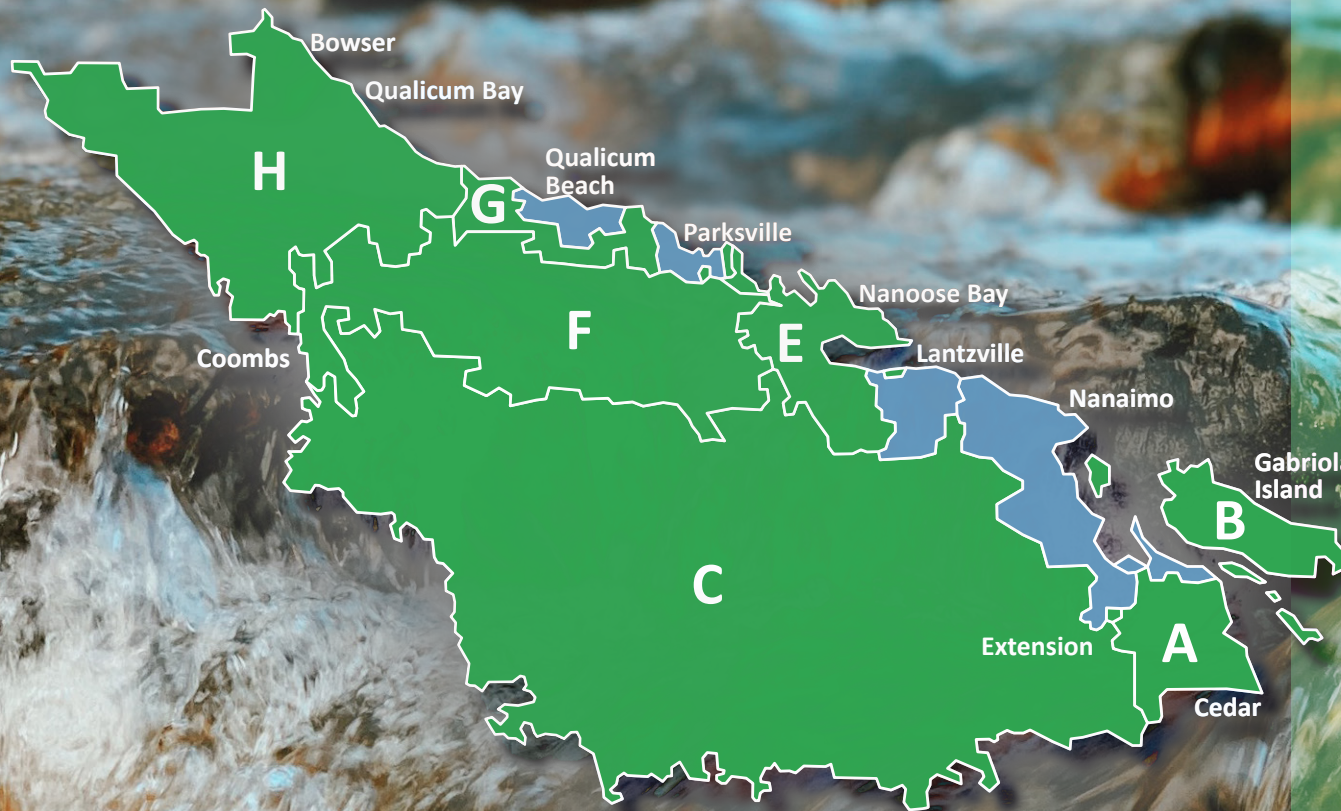
In early 2019, through a series of workshops, the Board identified various challenges and opportunities facing the region. The Board then outlined a series of objectives (grouped by themes) and associated action items to achieve those objectives.

The Strategic Plan is the highest-level plan for the Board, providing guidance to the elected officials as they make policy and regulatory decisions, as well as direction to staff as they deliver plans, projects and services to residents. Continuous monitoring of the objectives as well as annual review and reporting will ensure that progress is being made in achieving the various goals outlined in the Plan.

TIMELINE



ABOUT THE REGIONAL DISTRICT OF NANAIMO



The Regional District of Nanaimo (RDN) is situated within the traditional territory of several First Nations, including three that have reserves within the region: Snuneymuxw, Snaw-Naw-As and Qualicum. The Board recognizes the rich cultural history of these First Nations, and is committed to developing positive working relationships to the benefit of all residents of the region.

As a local government, the RDN is a regional federation of four municipalities and seven electoral areas, with an estimated 2018 population of approximately 167,000 (source: BC Stats). The four municipalities are: the City of Nanaimo, the City of Parksville, the Town of Qualicum Beach and the District of Lantzville. The electoral areas are as follows:

ELECTORAL AREA A:
CEDAR, SOUTH WELLINGTON, YELLOWPOINT, CASSIDY

ELECTORAL AREA B:
GABRIOLA, DECOURCY, MUDGE ISLANDS

ELECTORAL AREA C:
EXTENSION, NANAIMO LAKES, EAST WELLINGTON, PLEASANT VALLEY

ELECTORAL AREA E:
NANOOSE BAY

ELECTORAL AREA F:
COOMBS, HILLIERS, ERRINGTON, WHISKEY CREEK, MEADOWOOD

ELECTORAL AREA G:
FRENCH CREEK, SAN PAREIL, LITTLE QUALICUM

ELECTORAL AREA H:
BOWSER, QUALICUM BAY, DEEP BAY



VISION

“The Regional District of Nanaimo honours and protects its natural assets, respects its diverse communities, and promotes and enhances the wellbeing of all its residents”

MISSION

We serve the public by providing effective governance and delivery of services to residents in communities throughout the Region, based on mutual respect and a common understanding of local needs and priorities.

VALUES

The Regional District of Nanaimo will make thoughtful and well-informed decisions and provide important services to its residents based on the following values and guiding principles:

- Respect
- Fiscal Responsibility
- Meaningful Engagement
- Collaboration and Relationships
- Good Governance
- Reconciliation

KEY STRATEGIC AREAS

Based on the working sessions with the Directors in early 2019, a number of Key Strategic Areas were identified, with a goal statement associated with each theme. The following pages provide further details for each Key Strategic Area, with a series of actions and timelines under each heading.

SOCIAL WELL-BEING
MAKE THE REGION A SAFE AND VIBRANT PLACE FOR ALL, WITH A FOCUS ON CHILDREN AND FAMILIES IN PLANNING AND PROGRAMS.

PEOPLE AND PARTNERSHIPS
IMPROVE THE GOVERNANCE AND AWARENESS OF RDN ACTIVITIES FOR CITIZENS THROUGHOUT THE REGION.

ECONOMIC COORDINATION
SET THE TABLE TO ENABLE DIVERSE ECONOMIC OPPORTUNITIES ACROSS THE REGION.

CLIMATE CHANGE
BE LEADERS IN CLIMATE CHANGE ADAPTATION AND MITIGATION, AND BECOME NET ZERO BY 2032.

ENVIRONMENTAL STEWARDSHIP
PROTECT AND ENHANCE THE NATURAL ENVIRONMENT, INCLUDING LAND, WATER AND AIR, FOR FUTURE GENERATIONS.

HOUSING
PROMOTE AFFORDABLE HOUSING FOR RESIDENTS.

GROWTH MANAGEMENT
PROVIDE EFFECTIVE REGIONAL LAND USE PLANNING AND RESPONSIBLE ASSET MANAGEMENT FOR BOTH PHYSICAL INFRASTRUCTURE AND NATURAL ASSETS.

TRANSPORTATION AND TRANSIT
PROVIDE OPPORTUNITIES FOR RESIDENTS TO MOVE EFFECTIVELY THROUGH AND AROUND THE REGION.



CLIMATE CHANGE

GOAL: BE LEADERS IN CLIMATE CHANGE ADAPTATION AND MITIGATION, AND BECOME NET ZERO BY 2032.

ACTIONS

TIMELINE

- | | |
|--|---|
| 1.1 STRIKE A TECHNICAL ADVISORY COMMITTEE TO DEVELOP AND ADVANCE THE RDN CLIMATE CHANGE STRATEGY AND RECOMMEND IMMEDIATE ACTION TOWARDS ADAPTATION AND MITIGATION |  2019 |
| 1.2 REVIEW AND UPDATE CORPORATE EMISSIONS PLAN AND GREENHOUSE GAS (GHG) REDUCTION STRATEGY |  2020 |
| 1.3 DEVELOP A REGIONAL STRATEGY FOR ELECTRIC VEHICLE CHARGING |  2020 |
| 1.4 COMPLETE A NET ZERO STRATEGY FOR BUILDING EFFICIENCY AND LOCALIZED ENERGY GENERATION |  2022 |



ENVIRONMENTAL STEWARDSHIP

GOAL: PROTECT AND ENHANCE THE NATURAL ENVIRONMENT, INCLUDING LAND, WATER AND AIR, FOR FUTURE GENERATIONS.

ACTIONS

TIMELINE

2.1	PROTECT AND ACQUIRE LANDS FOR ENVIRONMENTAL PRESERVATION AND PARKLAND	2019
2.2	UPDATE THE DRINKING WATER AND WATERSHED PROTECTION PROGRAM ACTION PLAN	2019
2.3	ACHIEVE THE 90% WASTE DIVERSION TARGET* AS PER THE SOLID WASTE MANAGEMENT PLAN	2032
2.4	CONTINUE TO IMPROVE THE QUALITY OF TREATED WASTEWATER IN THE REGION	ONGOING

* NOTE: THE CURRENT DIVERSION RATE IS ESTIMATED AT 68% (2017).



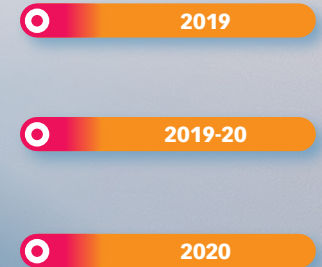
HOUSING

GOAL: PROMOTE AFFORDABLE HOUSING FOR RESIDENTS.

ACTIONS

- 3.1** ADVOCATE FOR ADDITIONAL FUNDING SUPPORT FOR HOUSING FROM SENIOR GOVERNMENTS
- 3.2** DEVELOP A REGIONAL HOUSING STRATEGY, INCLUDING SUPPORT/TOOLS FOR AFFORDABLE HOUSING
- 3.3** ADVOCATE FOR ALTERNATIVE REGULATIONS IN THE BC BUILDING CODE TO SUPPORT INNOVATION

TIMELINE





GROWTH MANAGEMENT

GOAL: PROVIDE EFFECTIVE REGIONAL LAND USE PLANNING AND RESPONSIBLE ASSET MANAGEMENT FOR BOTH PHYSICAL INFRASTRUCTURE AND NATURAL ASSETS.

ACTIONS

- 4.1** PROTECT AGRICULTURAL LANDS AND PROMOTE AGRICULTURE AND FOOD PRODUCTION IN THE REGION
- 4.2** FULLY DEVELOP OUR ASSET MANAGEMENT PLAN
- 4.3** CONDUCT A FULL REVIEW OF THE REGIONAL GROWTH STRATEGY TO PROTECT AND ENHANCE RURAL AND URBAN COMMUNITIES

TIMELINE





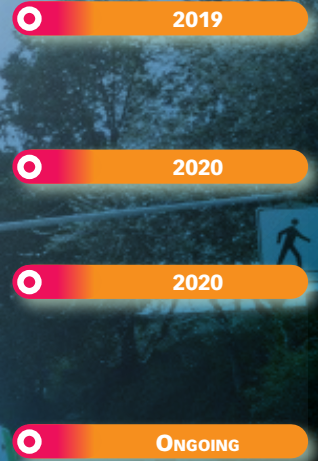
5.0 TRANSPORTATION AND TRANSIT

GOAL: PROVIDE OPPORTUNITIES FOR RESIDENTS TO MOVE EFFECTIVELY THROUGH AND AROUND THE REGION.

ACTIONS

TIMELINE

- 5.1 ENHANCE DIALOGUE WITH THE MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (MOTI) FOR ON- AND OFF-ROAD PEDESTRIAN AND ACTIVE TRANSPORTATION IMPROVEMENTS
- 5.2 DEVELOP A REGIONAL TRANSPORTATION PLAN, CONSIDERING ALL MODES OF TRAVEL
- 5.3 WORK WITH BC TRANSIT TO EXPAND TRANSIT SERVICE (E.G. TRANSIT HOURS) TO CONNECT IMPORTANT COMMUNITY HUBS
- 5.4 DEVELOP AN ACTIVE TRANSPORTATION NETWORK (TRAILS) LINKING THE REGIONAL DISTRICTS IN CENTRAL VANCOUVER ISLAND (E.G. REGIONAL DISTRICTS OF NANAIMO, COWICHAN VALLEY, COMOX VALLEY, ALBERNI-CLAYOQUOT).





6.0

ECONOMIC COORDINATION

GOAL: SET THE TABLE TO ENABLE DIVERSE ECONOMIC OPPORTUNITIES ACROSS THE REGION.

ACTIONS

- 6.1 CONTINUE TO SUPPORT INITIATIVES THAT PROMOTE REGIONAL ECONOMIC HEALTH AND LOCAL ECONOMIC DEVELOPMENT THROUGH PARTNERSHIPS AND OTHER GRANT FUNDING OPPORTUNITIES.

TIMELINE





PEOPLE AND PARTNERSHIPS

GOAL: IMPROVE THE GOVERNANCE AND AWARENESS OF RDN ACTIVITIES FOR CITIZENS THROUGHOUT THE REGION.

ACTIONS

TIMELINE

- 7.1** EXPLORE WEBCASTING AND/OR LIVE-STREAMING OF RDN COMMITTEE AND BOARD MEETINGS 2019
- 7.2** REVIEW THE RESOURCES REQUIRED IN ORDER TO MAXIMIZE CURRENT AND FUTURE GRANT AND OTHER FUNDING OPPORTUNITIES 2019
- 7.3** DEVELOP A COMMUNICATIONS STRATEGY TO IMPROVE AND ENHANCE COMMUNITY ENGAGEMENT AND PUBLIC OUTREACH 2020
- 7.4** CONTINUE TO BUILD AND ENHANCE RELATIONSHIPS WITH FIRST NATIONS BASED ON THE SPECIFIC NEEDS OF EACH COMMUNITY'S LEADERS ONGOING
- 7.5** SEEK OPPORTUNITIES TO PARTNER WITH THE PROVINCIAL AND FEDERAL GOVERNMENTS, OTHER GOVERNMENT AGENCIES AND COMMUNITY STAKEHOLDER GROUPS IN ORDER TO ADVANCE STRATEGIC PLAN GOALS AND INITIATIVES ONGOING



8.0

SOCIAL WELLBEING

GOAL: MAKE THE REGION A SAFE AND VIBRANT PLACE FOR ALL, WITH A FOCUS ON CHILDREN AND FAMILIES IN PLANNING AND PROGRAMS.

ACTIONS

- 8.1 UPDATE THE PARKS AND TRAILS MASTER PLAN, INCLUDING FUNDING OPTIONS FOR PARKLAND ACQUISITION AND DEVELOPMENT
- 8.2 PREPARE A SOCIAL NEEDS ASSESSMENT STUDY, WHICH IDENTIFIES THE BROAD RANGE OF SOCIAL SERVICE PROVIDERS AT THE LOCAL LEVEL, AND DEVELOP A STRATEGY TO IDENTIFY THE RDN'S ROLE WHERE APPROPRIATE

TIMELINE

2019-20

2020

COMMUNITY ENGAGEMENT

ON MARCH 26, 2019 THE BOARD RECEIVED AND REVIEWED THE DRAFT STRATEGIC PLAN, AND INVITED THE COMMUNITY TO PROVIDE INPUT INTO THE PLAN BETWEEN MARCH 27, 2019 AND APRIL 18, 2019. THE DRAFT STRATEGIC PLAN AND ASSOCIATED BACKGROUND MATERIALS WERE POSTED ON THE RDN WEBSITE THROUGH THE “GET INVOLVED RDN – RDN TALKS PRIORITIES” PAGE. ADDITIONAL TOOLS USED TO PROMOTE THE ENGAGEMENT PERIOD INCLUDED AN ADVERTISEMENT IN LOCAL NEWSPAPERS AND SOCIAL MEDIA POSTS DIRECTING THE PUBLIC TO THE RDN WEBSITE. IN ADDITION, A BACKGROUNDER, PUBLIC EMAIL SAMPLE AND COMMUNITY POSTER PACKAGE WAS PREPARED FOR THE DIRECTORS TO USE IN THEIR OWN PUBLIC OUTREACH ACTIVITIES.

DURING THE ENGAGEMENT PERIOD, 895 PEOPLE VIEWED THE “GET INVOLVED RDN – RDN TALK PRIORITIES” PAGE. AT THE END OF THE ENGAGEMENT PERIOD, 21 RESIDENTS PROVIDED THEIR SURVEY FEEDBACK USING THE WEBSITE PORTAL, ALONG WITH AN ADDITIONAL 5 WRITTEN COMMENTS. OVERALL, THERE WAS GENERAL SUPPORT FOR THE 8 KEY STRATEGIC AREAS. IN PARTICULAR, THERE WAS STRONG SUPPORT FOR INITIATIVES SUCH AS IMPROVING TRANSIT TO COMMUNITY HUBS AND KEY LOCATIONS. A NUMBER OF REVISIONS TO THE GOALS AND ACTION ITEMS WERE SUGGESTED AND PRESENTED TO THE BOARD FOR REVIEW AND CONSIDERATION. THE BOARD INCORPORATED THE REVISIONS AS APPROPRIATE, AND ADOPTED THE REGIONAL DISTRICT OF NANAIMO 2019-2022 BOARD STRATEGIC PLAN ON MAY 28, 2019.

MOVING FORWARD

THE STRATEGIC PLAN WILL BE A “ROAD MAP” FOR THE NEXT FOUR YEARS. THE STATED PRIORITIES OF THE BOARD, WHICH SHOULD COME TO LIGHT DURING THE ANNUAL BUDGETING PROCESS, ARE THEN ALIGNED WITH THE OPERATIONAL PLANS OF EACH RDN DEPARTMENT.

RECOGNIZING OUR DYNAMIC ENVIRONMENT, THE BOARD WILL ANNUALLY REVIEW AND CONFIRM THE DIRECTION OF THE STRATEGIC PLAN AND RESOURCES REQUIRED FOR IMPLEMENTATION.



REGIONAL
DISTRICT
OF NANAIMO

STRATEGIC PLAN 2019-2022
NOVEMBER 2020 UPDATE

REGIONAL DISTRICT
OF NANAIMO
STRATEGIC
PLANNING





HANDS UP -
HOW MANY
OF YOU WERE
INVOLVED IN
THE LAST
RDN
STRATEGIC
PLANNING
PROCESS?

AGENDA



01 What is strategic planning?



02 Why do regional districts do strategic planning?



What's in your strategic plan?



03 What do other regional districts do?



04 Discussion & what do you want to do?

WHAT ARE REGIONAL DISTRICTS INTENDED TO DO?

Three basic roles - they provide a political and administrative framework to:

- Provide **region-wide services** such as regional parks, and emergency telephone services such as 911 (**RGS**)
- Provide **inter-municipal or sub-regional services**, such as recreation facilities
- Act as the **general local government for electoral areas and provide local services** such as waterworks and fire protection

01 WHAT IS STRATEGIC PLANNING?

A road map showing:

- where you want to go and
- how you are going to get there





02 WHY DO REGIONAL DISTRICTS CREATE STRATEGIC PLANS?

Identify priorities

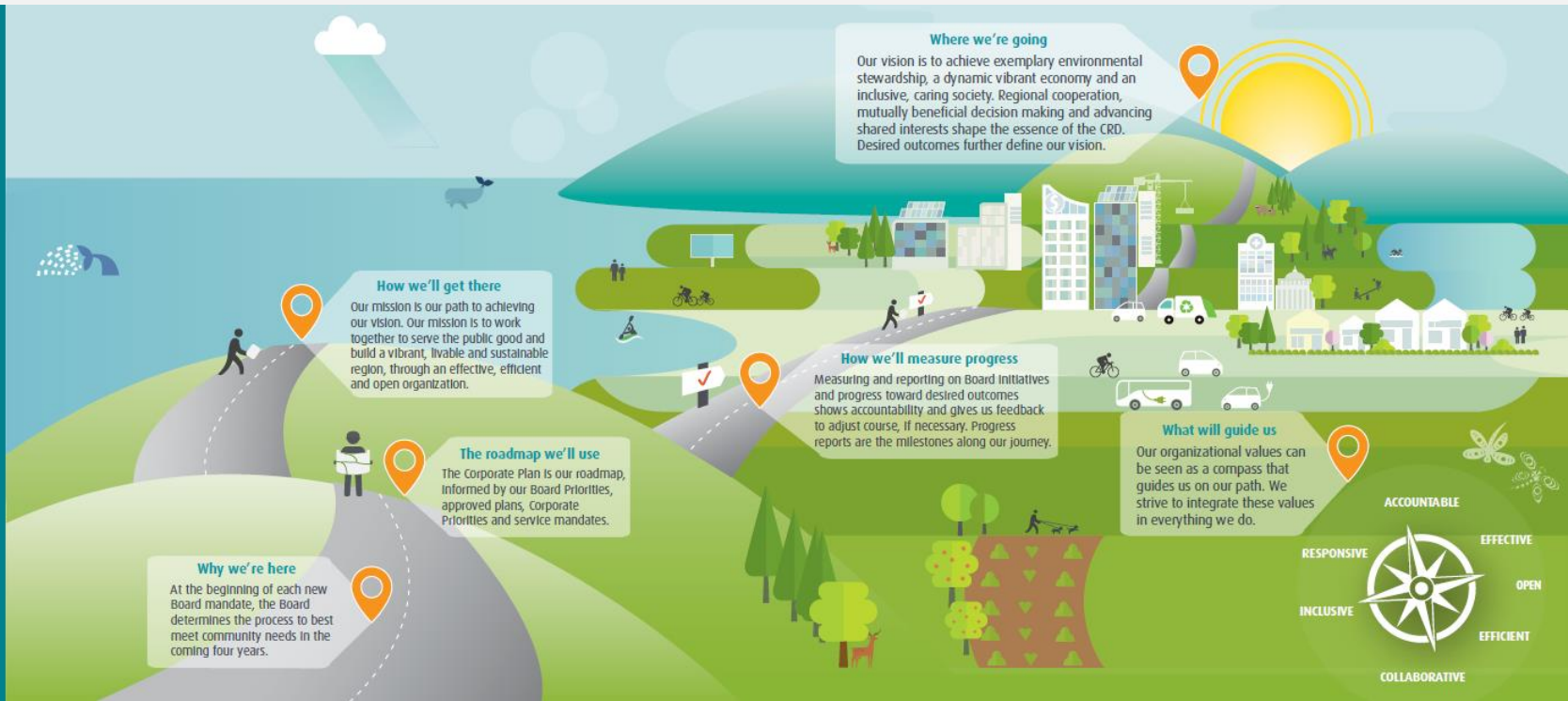
Align priorities, existing plans & resources

Guide workplans

Allocate resources

Measure progress

Our Roadmap



WHAT'S IN YOUR STRATEGIC PLAN?



PURPOSE OF THE STRATEGIC PLAN

The purpose of this Strategic Plan is to express the vision and set the priorities of the Board of Directors for their 2019-2022 term. The plan also looks beyond the current term to advance the long-term vision of the Regional District of Nanaimo to become a healthy, resilient and sustainable region.

In early 2019, through a series of workshops, the Board identified various challenges and opportunities facing the region. The Board then outlined a series of objectives (grouped by themes) and associated action items to achieve those objectives.

The Strategic Plan is the highest-level plan for the Board, providing guidance to the elected officials as they make policy and regulatory decisions, as well as direction to staff as they deliver plans, projects, and services to residents. Continuous monitoring of the objectives as well as annual review and reporting will ensure that progress is being made in achieving the various goals outlined in the Plan.





VISION

“The Regional District of Nanaimo honours and protects its natural assets, respects its diverse communities, and promotes and enhances the wellbeing of all its residents”

MISSION

We serve the public by providing effective governance and delivery of services to residents in communities throughout the Region, based on mutual respect and a common understanding of local needs and priorities.

VALUES

The Regional District of Nanaimo will make thoughtful and well-informed decisions and provide important services to its residents based on the following values and guiding principles:

- Respect
- Fiscal Responsibility
- Meaningful Engagement
- Collaboration and Relationships
- Good Governance
- Reconciliation

KEY STRATEGIC AREAS

Based on the working sessions with the Directors in early 2019, a number of Key Strategic Areas were identified, with a goal statement associated with each theme. The following pages provide further details for each Key Strategic Area, with a series of actions and timelines under each heading.





CLIMATE CHANGE

GOAL: BE LEADERS IN CLIMATE CHANGE ADAPTATION AND MITIGATION, AND BECOME NET ZERO BY 2032.

ACTIONS

TIMELINE

- 1.1 STRIKE A TECHNICAL ADVISORY COMMITTEE TO DEVELOP AND ADVANCE THE RDN CLIMATE CHANGE STRATEGY AND RECOMMEND IMMEDIATE ACTION TOWARDS ADAPTATION AND MITIGATION
- 1.2 REVIEW AND UPDATE CORPORATE EMISSIONS PLAN AND GREENHOUSE GAS (GHG) REDUCTION STRATEGY
- 1.3 DEVELOP A REGIONAL STRATEGY FOR ELECTRIC VEHICLE CHARGING
- 1.4 COMPLETE A NET ZERO STRATEGY FOR BUILDING EFFICIENCY AND LOCALIZED ENERGY GENERATION

2019

2020

2020

2022



ENVIRONMENTAL STEWARDSHIP

GOAL: PROTECT AND ENHANCE THE NATURAL ENVIRONMENT, INCLUDING LAND, WATER AND AIR, FOR FUTURE GENERATIONS.

ACTIONS	TIMELINE
2.1 PROTECT AND ACQUIRE LANDS FOR ENVIRONMENTAL PRESERVATION AND PARKLAND	2019
2.2 UPDATE THE DRINKING WATER AND WATERSHED PROTECTION PROGRAM ACTION PLAN	2019
2.3 ACHIEVE THE 90% WASTE DIVERSION TARGET* AS PER THE SOLID WASTE MANAGEMENT PLAN	2032
2.4 CONTINUE TO IMPROVE THE QUALITY OF TREATED WASTEWATER IN THE REGION	ONGOING

* NOTE: THE CURRENT DIVERSION RATE IS ESTIMATED AT 68% (2017).



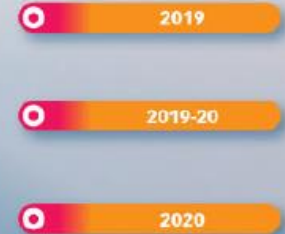
HOUSING

GOAL: PROMOTE AFFORDABLE HOUSING FOR RESIDENTS.

ACTIONS

- 3.1** ADVOCATE FOR ADDITIONAL FUNDING SUPPORT FOR HOUSING FROM SENIOR GOVERNMENTS
- 3.2** DEVELOP A REGIONAL HOUSING STRATEGY, INCLUDING SUPPORT/TOOLS FOR AFFORDABLE HOUSING
- 3.3** ADVOCATE FOR ALTERNATIVE REGULATIONS IN THE BC BUILDING CODE TO SUPPORT INNOVATION

TIMELINE





4.0

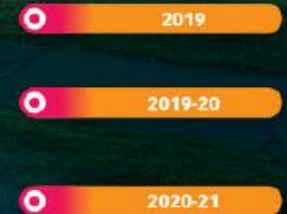
GROWTH MANAGEMENT

GOAL: PROVIDE EFFECTIVE REGIONAL LAND USE PLANNING AND RESPONSIBLE ASSET MANAGEMENT FOR BOTH PHYSICAL INFRASTRUCTURE AND NATURAL ASSETS.

ACTIONS

- 4.1 PROTECT AGRICULTURAL LANDS AND PROMOTE AGRICULTURE AND FOOD PRODUCTION IN THE REGION
- 4.2 FULLY DEVELOP OUR ASSET MANAGEMENT PLAN
- 4.3 CONDUCT A FULL REVIEW OF THE REGIONAL GROWTH STRATEGY TO PROTECT AND ENHANCE RURAL AND URBAN COMMUNITIES

TIMELINE





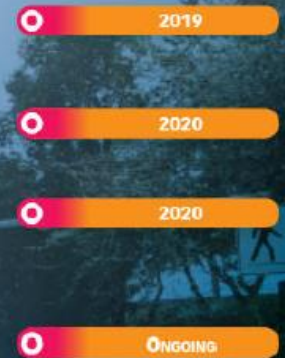
5.0 TRANSPORTATION AND TRANSIT

GOAL: PROVIDE OPPORTUNITIES FOR RESIDENTS TO MOVE EFFECTIVELY THROUGH AND AROUND THE REGION.

ACTIONS

- 5.1 ENHANCE DIALOGUE WITH THE MINISTRY OF TRANSPORTATION & INFRASTRUCTURE (MOTI) FOR ON- AND OFF-ROAD PEDESTRIAN AND ACTIVE TRANSPORTATION IMPROVEMENTS
- 5.2 DEVELOP A REGIONAL TRANSPORTATION PLAN, CONSIDERING ALL MODES OF TRAVEL
- 5.3 WORK WITH BC TRANSIT TO EXPAND TRANSIT SERVICE (E.G. TRANSIT HOURS) TO CONNECT IMPORTANT COMMUNITY HUBS
- 5.4 DEVELOP AN ACTIVE TRANSPORTATION NETWORK LINKING THE REGIONAL DISTRICTS IN CENTRAL VANCOUVER ISLAND (E.G. REGIONAL DISTRICTS OF NANAIMO, COWICHAN VALLEY, COMOX VALLEY, ALBERNI-CLAYOQUOT)

TIMELINE





ECONOMIC COORDINATION

GOAL: SET THE TABLE TO ENABLE DIVERSE ECONOMIC OPPORTUNITIES ACROSS THE REGION.

ACTIONS

- 6.1** DEVELOP A REGIONAL ECONOMIC DEVELOPMENT STRATEGY THAT ADDRESSES BOTH OVERALL REGIONAL GOALS AS WELL AS THOSE OF THE MUNICIPAL PARTNERS AND ELECTORAL AREAS
- 6.2** REVIEW THE RESOURCES REQUIRED IN ORDER TO COORDINATE BUSINESS DEVELOPMENT AND RETENTION THROUGHOUT THE REGION

TIMELINE

 2019

 2020



7.0 PEOPLE AND PARTNERSHIPS

GOAL: IMPROVE THE GOVERNANCE AND AWARENESS OF RDN ACTIVITIES FOR CITIZENS THROUGHOUT THE REGION.

ACTIONS

TIMELINE

- | | |
|--|---|
| 7.1 EXPLORE WEBCASTING AND/OR LIVE-STREAMING OF RDN COMMITTEE AND BOARD MEETINGS |  2019 |
| 7.2 REVIEW THE RESOURCES REQUIRED IN ORDER TO MAXIMIZE CURRENT AND FUTURE GRANT AND OTHER FUNDING OPPORTUNITIES |  2019 |
| 7.3 DEVELOP A COMMUNICATIONS STRATEGY TO IMPROVE AND ENHANCE COMMUNITY ENGAGEMENT AND PUBLIC OUTREACH |  2020 |
| 7.4 CONTINUE TO BUILD AND ENHANCE RELATIONSHIPS WITH FIRST NATIONS BASED ON THE SPECIFIC NEEDS OF EACH COMMUNITY'S LEADERS |  ONGOING |
| 7.5 SEEK OPPORTUNITIES TO PARTNER WITH THE PROVINCIAL AND FEDERAL GOVERNMENTS, OTHER GOVERNMENT AGENCIES, AND COMMUNITY STAKEHOLDER GROUPS IN ORDER TO ADVANCE STRATEGIC PLAN GOALS AND INITIATIVES |  ONGOING |



8.0

SOCIAL WELLBEING

GOAL: MAKE THE REGION A SAFE AND VIBRANT PLACE FOR ALL, WITH A FOCUS ON CHILDREN AND FAMILIES IN PLANNING AND PROGRAMS.

ACTIONS

- 8.1 UPDATE THE PARKS AND TRAILS MASTER PLAN, INCLUDING FUNDING OPTIONS FOR PARKLAND ACQUISITION AND DEVELOPMENT
- 8.2 PREPARE A SOCIAL NEEDS ASSESSMENT STUDY, WHICH IDENTIFIES THE BROAD RANGE OF SOCIAL SERVICE PROVIDERS AT THE LOCAL LEVEL, AND DEVELOP A STRATEGY TO IDENTIFY THE RDN'S ROLE WHERE APPROPRIATE

TIMELINE

2019-20

2020

03 WHAT DO OTHER REGIONAL DISTRICTS DO?



METRO VANCOUVER BOARD STRATEGIC PLAN:

- identifies the Board's key priorities for its four-year mandate.
- reflects regional priorities
- shapes Metro Vancouver's 30-Year Financial Framework.
- provides strategic directions in each of Metro Vancouver's legislated areas of responsibility



- Annual departmental work plans are prepared for Metro Vancouver's business areas that respond to the directions of the Board Strategic Plan.
- Work plans include high level performance indicators that ...to evaluate trends, determine key actions for the coming year, and assist in long-term planning.
- Departmental work plans are refined and incorporated into the work plans of the Standing Committees of the Board that provide political oversight to these activities.





Vision

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Mission

Metro Vancouver's mission is framed around three broad roles.

1. Serve as a Regional Federation

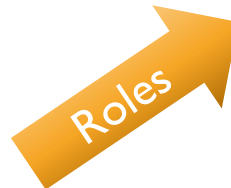
Serve as the main political forum for discussion of significant community issues at the regional level, and facilitate the collaboration of members in delivering the services best provided at the regional level.

3. Plan for the Region

Carry out planning and regulatory responsibilities related to the three utility services as well as air quality and climate change, regional planning, regional parks, Electoral Area A, affordable housing, labour relations, regional economic prosperity, and regional emergency management.

2. Deliver Core Services

Provide regional utility services related to drinking water, liquid waste and solid waste to members. Provide regional services, including parks and affordable housing, directly to residents and act as the local government for Electoral Area A.



Strategic Directions

This Plan provides strategic directions for all areas of work within Metro Vancouver, with a specific focus on the following eight functional areas:

- Regional Federation
- Water Services
- Liquid Waste Services
- Solid Waste Services
- Regional Parks Services
- Housing Services
- Regional Planning
- Air Quality & Climate Change



INTEGRATION AND ALIGNMENT OF EXISTING PLANS

Board Strategic Plan


Long-term Financial Plan




Metro 2040 –
Regional Growth Strategy



Metro Vancouver
Housing 10-Year Plan



Regional Parks Plan



Drinking Water
Management Plan




Integrated Solid Waste and
Resource Management Plan



Integrated Air Quality
and Greenhouse Gas
Management Plan



Integrated Liquid Waste and
Resource Management Plan



Climate 2050
Strategic Framework

REGIONAL MANAGEMENT PLANS

Goal

Actions

Water Services

1 MANAGING OUR DRINKING WATER

Maintain Metro Vancouver's world-class water system that provides clean, safe drinking water and ensure its capacity to meet future needs.

- 1.1 Provide guidance on implementing residential water metering in the region as a best management practice.
- 1.2 Explore options for reduced per capita water use through water use efficiency, conservation, and reuse.
- 1.3 Continue to develop and secure additional long-term water supply capacity from the Coquitlam source.
- 1.4 Complete the long-term water supply plan to ensure Metro Vancouver continues to supply high-quality drinking water to a growing region into the next century.

2 BUILDING RESILIENCE

Ensure the long-term resilience of the regional drinking water system to withstand natural hazards, climate change and other significant disruptions.

- 2.1 Continue to prioritize the seismic upgrading of infrastructure using a risk management approach.
- 2.2 Integrate climate change adaptation measures into regional water system planning and management.
 - Continue with the implementation of back-up power at regional water facilities.
 - Ensure water treatment is resilient to potential changes in source water quality resulting from climate change.
- 2.3 Take action to adapt to the impacts of higher intensity storms and potential wildfires within the source watersheds.

3 ENSURING FINANCIAL SUSTAINABILITY

Develop and implement financial plans and policies that reflect a commitment to sound financial management and long-term planning, in consideration of current and future ratepayers.

- 3.1 Explore the potential application of development cost charges (DCCs) to fund growth-driven regional water infrastructure.
- 3.2 Pursue opportunities for energy recovery projects in the regional water system with a positive business case.
- 3.3 Develop and implement long-term financial planning, providing members with financial projections associated with the regional water system.

4 FOSTERING COLLABORATION & ENGAGEMENT

Strengthen awareness and engagement with the public, members, other orders of government, and key stakeholders on a range of initiatives that will ensure the delivery of clean, safe drinking water, now and into the future.

- 4.1 Continue to promote water conservation through public education and stakeholder engagement using messaging that conveys that drinking water is a precious resource.
- 4.2 Work with members to promote sustainable indoor and outdoor water use to reduce water demand through seasonal watering restrictions, rainwater collection and other initiatives.
- 4.3 Work with industry groups and regulatory authorities to explore opportunities for greywater reuse.
- 4.4 Work with First Nations and fisheries agencies in supporting the restoration of fish populations in the watersheds while maintaining the delivery of clean, safe drinking water.
- 4.5 Expand public awareness of the unique characteristics of the regional drinking water system.

OBSERVATIONS ABOUT METRO'S STRATEGIC PLAN

- Seeks to align Metro's legislative responsibilities, long term financial plans, existing plans, & current Board priorities
- Department and staff workplans flow out of the strategic plan
- Includes broad goals and specific actions
- Metro has a lot of regional services and only 1 electoral area making it somewhat unique
- Has a RGS

Our Planning Framework



2019–2022 Board Priorities

Corporate Statements	MISSION We are diverse communities working together to serve the public good and build a vibrant, livable and sustainable region.		VISION Our communities strive to achieve exemplary environmental stewardship, a dynamic, vibrant economy and an inclusive, caring society. Regional Cooperation, mutually beneficial decision making and advancing shared interests shape the essence of the CRD.		RECONCILIATION STATEMENT The CRD believes that a positive working relationship with First Nations is good for the whole region. For the CRD to have a positive relationship with First Nations we need to acknowledge, respect and complement their Indigenous laws, customs and systems of governance.	
Priorities	Community Wellbeing – Transportation & Housing	Climate Action & Environmental Stewardship	First Nations Reconciliation		Advocacy, Governance & Accountability	
Initiatives	Work with government/community partners to plan for and deliver an effective, long-term regional multi-modal transportation system and to increase use of public transit, walking and cycling. Protect the E&N Corridor as a transportation corridor and participate in a Provincial working group to come to agreement on the future use of the E&N corridor. Create and deliver more affordable housing across the region in a manner aligned with the Regional Growth Strategy in order to address the needs of a diverse & growing population, including vulnerable residents.	Declare a Climate Emergency and take a leadership role to pursue regional carbon neutrality by 2030. Work with local governments to further reduce emissions from buildings, transportation and solid waste. Explore additional opportunities for resource recovery and identify best practices to further reduce waste, increase recycling and find beneficial uses for waste. Ensure appropriate funding for parks and trails infrastructure, improvements and maintenance by updating the Regional Parks Strategy with consideration to ecological, recreation and reconciliation principles, land acquisition capacity and expanded partnerships with First Nations and parks user groups. Develop model bylaws and best practices for use by municipalities and electoral areas.	Look to First Nations for leadership in understanding how to create new regional planning and decision-making systems together on their Traditional Territories. Seek partnerships, share information and deliver fair and equitable services in working with First Nations on achieving their economic goals. Work with First Nations on taking care of the land and water while providing space for cultural and ceremonial use, food and medicine harvesting, traditional management practices and reclaiming Indigenous place names. Prepare an ecological asset management plan that includes natural infrastructure, First Nations guiding principles, First Nations language and place names, historical uses and invasive species management.		Develop an advocacy strategy to ensure all occupied properties have the opportunity to access high-speed internet services. Develop a comprehensive strategy and operational review to reflect the unique needs and governance of each electoral area. Explore more comprehensive regional coordination of emergency services, including an assessment of regional hazards, risks and vulnerabilities. Achieve triple bottom-line sustainable budgets through innovation and streamlining while recognizing the need for infrastructure revitalization and accountability to taxpayers. Seek 100% participation in the CRD arts function and facilitate a discussion of the region's art facility needs. Explore how the CRD can best contribute to regional economic development.	
Desired Outcomes	We envision that residents have access to affordable housing and convenient, green and affordable multi-modal transportation systems that enhance community wellbeing.	We envision reduced GHG emissions, triple-bottom line solutions and progress on adaptation.	We envision strong relationships with First Nations based on trust and mutual respect, partnerships and working together on shared goals.		We envision effective advocacy, coordinated, collaborative and transparent governance of our committees and commissions, and fiscal/corporate accountability.	

Corporate Priorities

Business Capacity & Continuity

We will further advance our workforce planning and Organizational Health & Safety programs to support organizational capacity and resilience.

Fiscal Responsibility

We will integrate asset management and risk analysis into our capital planning processes to strengthen our fiscal management practices and support resource sustainability.

Transparency

We will streamline our service planning tools and establish KPIs to effectively track and report progress on Board Priorities, Corporate Priorities and operational service activities, thereby enhancing accountability.

Efficiency & Collaboration

We will develop a partnership directory and guidelines document to guide staff and existing/potential partner groups and enable greater collaboration.

Customer Service

We will enhance our systems and policies to respond to evolving best practices, adhere to legislative requirements, and provide efficient, accessible, customer service.



Affordable Housing

 We envision that residents have access to affordable housing that enhances community well-being.

Community Needs	CRD Initiatives	Related Document	Related Service Plan
1a Affordable housing	1a-1 Create & deliver more affordable housing across the region in a manner aligned with the Regional Growth Strategy in order to address the needs of a diverse & growing population, including vulnerable residents	Regional Housing First Program; CRHC Strategic Plan	Regional Housing
	1a-2 Invest in/build Provincial Income Assistance rate, market rate & affordable housing units through the Regional Housing First Program (RHFP) & operate housing projects through the CRHC *	Regional Housing First Program; CRHC Strategic Plan	Regional Housing
	1a-3 Invest in/build affordable housing through the Capital Region Housing Corporation (CRHC) *	Regional Housing Affordability Strategy (RHAS); CRHC Strategic Plan	Regional Housing
	1a-4 Determine continuation of housing supply program beyond RHFP implementation *	Regional Housing Affordability Strategy (RHAS)	Regional Housing
	1a-5 Measure housing affordability & engage with municipalities on affordability *	Regional Housing Affordability Strategy (RHAS)	Regional Housing
	1a-6 Optimize management of housing assets	Regional Housing Affordability Strategy (RHAS); CRHC Strategic Plan	Regional Housing

Actions


Plans

 Board Priorities (Quarterly reports monitor progress)  Items from approved plans

Landfill & Recycling

 We envision minimizing waste disposal and maximizing waste diversion.

Community Needs	CRD Initiatives	Related Document	Related Service Plan
9a Mitigation of climate change	9a-1 Explore additional opportunities for resource recovery & identify best practices to further reduce waste, increase recycling & find beneficial uses for waste		Environmental Resource Management
9b Clarity on waste stream complexity & requirements for recycling & waste disposal	9b-1 Increase level of awareness of residents about Extended Producer Responsibility programs & proper recycling & waste disposal options through collaboration with product stewards & other regional districts *	Solid Waste Management Plan	Environmental Resource Management
	9b-2 Update Solid Waste Management Plan, including determining how to optimize landfill gas utilization *	Solid Waste Management Plan	Environmental Resource Management
9c Recycling options amidst changing global recycling markets	9c-1 Monitor global recycling markets & consult with solid waste industry stakeholders to ensure the CRD is able to respond to changing recycling markets *	Solid Waste Management Plan	Environmental Resource Management
9d Maximized life of Hartland landfill	9d-1 Extend the life of Hartland landfill to 2100 & beyond through waste reduction & diversion programs and the development of new landfill design options *	Solid Waste Management Plan	Environmental Resource Management
9e Increased local kitchen scraps processing capacity	9e-1 Initiate the procurement process for in-region, or near in-region, kitchen scraps/yard waste organics processing capacity	Solid Waste Management Plan	Environmental Resource Management

 Board Priorities (Quarterly reports monitor progress)

 Items from approved plans

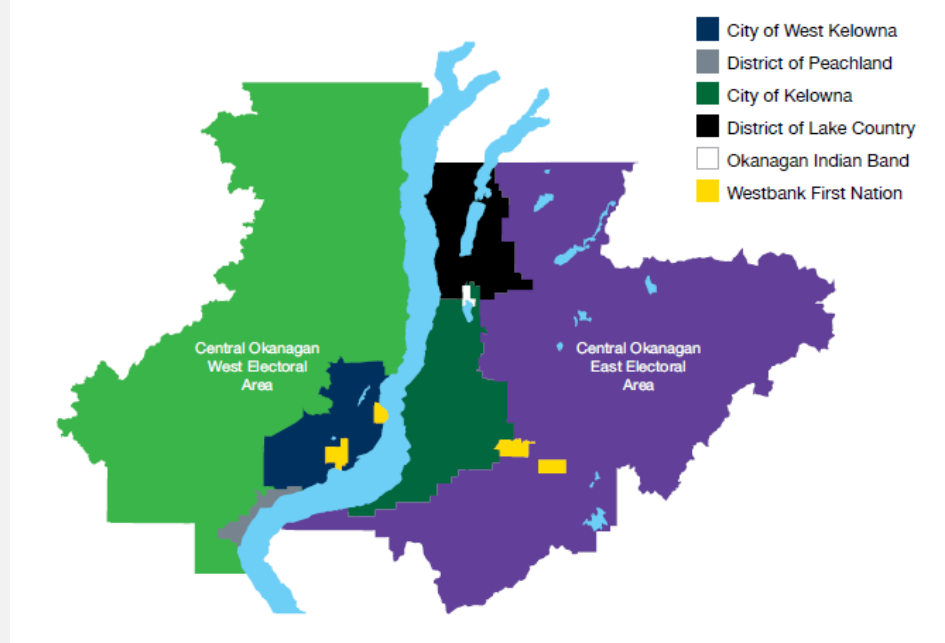
OBSERVATIONS ABOUT THE CRD CORPORATE PLAN

- Seeks alignment of Board priorities, corporate priorities, approved plans, service planning, financial plans, and service delivery
- Includes desired outcomes
- Connects initiatives to related documents and service plans
- CRD is primarily municipalities with 3 electoral areas regional, sub-regional and local services
- Has a RGS



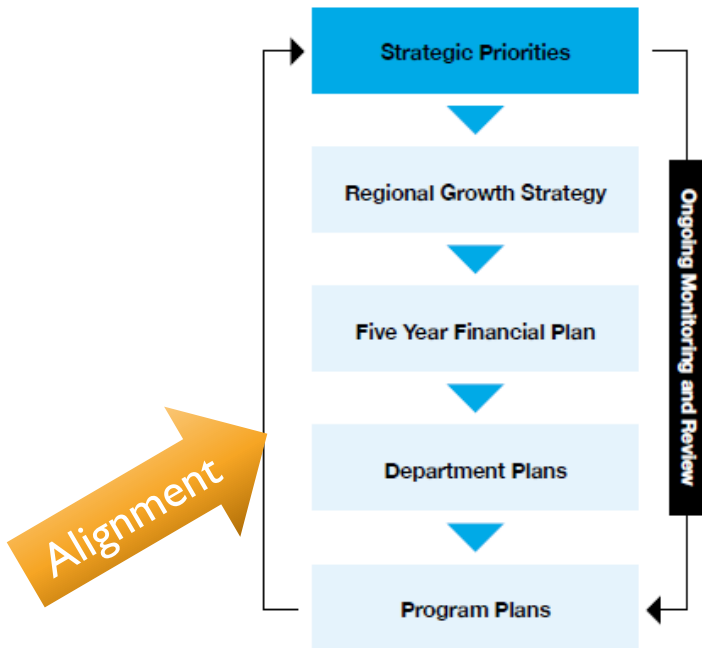
Regional Board Strategic Priorities 2019-2022

2020 Update



RDCO Strategic Priorities and Plans

The 2019-2022 Strategic Priorities document outlines our mission, vision, strategic priorities, implementation and progress measurement including key actions required over the next four years. All other plans and activities follow the direction provided by the Regional Board's priorities.



Strategic Priorities at a Glance

Setting Our Priorities

RDCO's strategic priorities, developed by the Regional Board, speak to important goals, services and needs on which the Board wishes to focus the organization's attention and resources. The priorities, summarized in the accompanying table, form the backbone of the document. Success measures and actions identified for each priority are outlined further in the following sections to provide more detailed definition and direction.



Priorities Table

Environment
We will initiate and support efforts to reduce our environmental footprint, adapt to climate change and connect with nature.
Economic Development
We will support economic development through the efforts of the Central Okanagan Economic Development Commission, municipalities, sylix/ Okanagan people and others aimed at building the regional economy.
Sustainable Communities
We will initiate and support efforts to create a healthy built environment in which all people throughout the region enjoy a high quality of life with access to safe neighbourhoods including a diverse range of housing options.
Transportation & Mobility
We will promote transportation and land use approaches that enhance movement throughout the region and reduce our collective reliance on vehicles.

rdoco.com  6

Environment

What It Means

We will initiate and support efforts to reduce our environmental footprint, adapt to climate change and connect with nature.

How We Measure Success

RDCO's Solid Waste Management Plan, Regional Floodplain Management Plan, Integrated Watershed Management Plan and Regional Park Management Plans are in place to guide and coordinate the efforts of the Regional District, its member municipalities and partners.

Through these plans and the actions listed below, we will see:

- A reduction in per capita waste generation.
- A reduction in new construction in higher risk floodplain areas.
- An increase in the number of hectares of regional park available for use by residents.

What We Will Do

RDCO is well positioned as the regional governing body to study, provide guidance on and undertake regional initiatives to address environmental issues affecting all jurisdictions in the Central Okanagan.

In collaboration with others such as the Basin Water Board, we will develop plans and actions required.



watersheds, care for our lakes and maintain foreshore areas. We will also work with partners and other levels of government to manage our solid wastes, address dangers from flooding and enhance the region's ecosystems.

Specific actions for RDCO this term include:

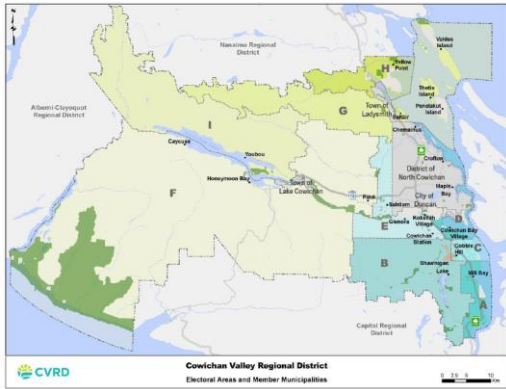
- Exploring waste-to-energy opportunities and supporting the Federal program for the reduction of single-use plastics.
- Completing Phase III of the Regional Floodplain Management Plan and developing flood hazard mapping.
- Using data from 2020 Climate Projections for the Okanagan Region for asset management and project planning to mitigate climate impact.
- Investing in infrastructure required to enable greater access to Regional Parks in order to allow people to learn about and connect with our natural environment.

Measures

Actions

OBSERVATIONS ABOUT THE RDCO CORPORATE PLAN

- Seeks alignment of Board strategic priorities, RGS, 5 year financial plan, department plans, program plans
- Each strategic priority is explained, has measures of success, goals, actions for this term
- Does not connect goals or actions to existing plans
- RDCO is a mix of municipalities and large electoral areas – similar in some ways to RDN
- Has a RGS



REGIONAL

Solid waste management, 911 emergency, administration, economic development, environmental services, regional parks, capital financing for hospitals, drinking water and watershed protection

SUB-REGIONAL

Land use planning, bylaw enforcement, building inspection, recreation centres, parks transit, animal control

LOCAL

Fire protection, water and wastewater systems, community parks, community centres, critical street lights





STRATEGIC OBJECTIVE #3
 To promote climate action initiatives, reduce our own greenhouse gas emissions, and protect our communities from the adverse impacts of climate change.

Actions	Board	EAD
3.1) Apply the findings from the <i>Regional Climate Change Vulnerability and Risk Assessment</i> to our Official Community Plans, Asset Management efforts, and Emergency Preparedness program	✓	✓
3.2) Complete the feasibility and engineering stages for the replacement of water storage infrastructure on Cowichan Lake and the associated water licence	✓	
3.3) Identify and prioritize natural hazard assessments for wildfire, flooding, sea level rise, and landscapes, to inform local and sub-regional land use planning decisions	✓	✓
3.4) Develop a Fleet Management Strategy aimed at transitioning to a CVRD electric fleet, supported by charging station infrastructure	✓	
3.5) Amend the <i>Building Bylaw</i> to incorporate the BC Energy Step Code aimed at achieving net zero emission homes		✓
3.6) Identify, build support for and take action on additional initiatives across all of our services to reduce our wastes, cut our emissions, and minimize our overall footprint	✓	✓



THEMES

Five themes, adapted from the *Cowichan 2050* regional vision document, are used to organize and present the Board's strategic objectives and supporting actions.



INTERCONNECTED

The five themes, profiled below, are connected to one another. Objectives and actions pursued under one theme contribute to efforts, and help to achieve successes, under the other themes.

Our Livelihoods	Create opportunities aimed at building economic prosperity in our communities, and for all of our residents across the entire region.
Our Commitments	Honour our commitments to Smart Growth management, local First Nations, meaningful community engagement, and significant climate action.
Our Infrastructure	Work within our financial means to provide and maintain the infrastructure systems required to meet the needs of our communities.
Our Communities	Work to enhance the livability of our communities for residents of all backgrounds and income levels.
Our Environment	Commit to protecting our natural assets and diverse ecosystems for the benefit of the entire region, including its natural environment, and the current and future generations of people who choose to live here.

OBSERVATIONS ABOUT THE CVRD STRATEGIC PLAN





- Seeks alignment of Board strategic priorities, RGS, 5 year financial plan, department plans, program plans
- 4 guiding aspirations, 5 themes
- Each strategic priority is explained, has measures of success, goals, actions for this term
- Does not connect goals or actions to existing plans
- Identifies actions specific to EAs
- CVRD is a mix of municipalities (4) and large electoral areas (9) – similar in some ways to RDN
- Few regional services –no RGS

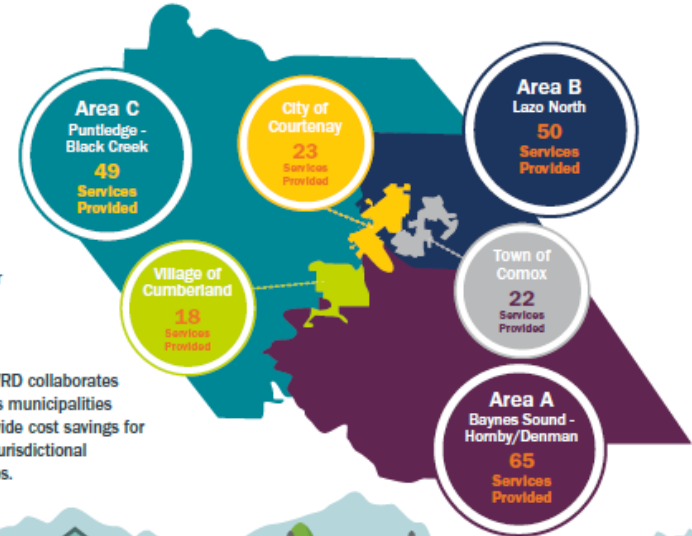


We Are Three Electoral Areas & Three Municipalities

The Comox Valley boundaries extend north to the Oyster River, south to Cook Creek and west to Strathcona Park and includes Denman and Homy Islands. The CVRD acknowledges that it is on the unceded territory of the K'ómox First Nation.

Services provided vary from water, sewer and solid waste to street lighting and transit.

-  Each service or function is a stand-alone service. A five-year plan is prepared for each of the services.
-  Each service has its own revenue source and expenditure plan as well as reserves, debt and grant funds.
-  No ability to transfer funds from one service to another.
-  Only those municipalities or electoral areas that sign up for a service pay for the service.



The CVRD Board includes members of municipal council and electoral area directors who determine direction and approve all projects and expenditures in the best interest of every resident.

The CVRD collaborates with its municipalities to provide cost savings for cross-jurisdictional services.



What We Do

In 2021, **98 services** were delivered to residents in Courtenay, Comox, Cumberland, Electoral Areas A, B, and C including...

Water

Comox Valley Water Supply System – connecting **50,000** residents to clean, safe drinking water at an affordable price.



Sewer

Comox Valley Water Pollution Control Centre – ensuring that Comox and Courtenay's liquid waste is effectively managed to minimize environmental impacts and follow regulatory requirements.



Solid Waste

Comox Strathcona Waste Management Service – ensuring that garbage is properly dealt with along with household hazardous waste, compost and recycling.



Parks & Recreation

Managing and protecting regional parks, forests, beaches and over 100 kilometres of trails. Supporting recreation facilities that encourage active, healthy lifestyles for all residents.



Strategic Drivers

The CVRD Strategic and Financial Plans are guided by four key drivers:



Fiscal Responsibility

Careful management of services and assets is essential to providing affordable and reliable services to citizens and businesses in the CVRD.



Climate Crisis and Environmental Stewardship and Protection

The CVRD is committed to reducing our impact on the environment and ensuring we can adapt and respond to climate change impacts.



Community and Social Wellbeing

The social fabric of our communities, health and well-being of citizens, and community partnerships is ever present in guiding our service delivery.



Indigenous Relations

We are committed to reconciliation and relationship building with Indigenous peoples and specifically K'ómoks First Nation.

Goals for 2022



- 1. Regional Growth Strategy (RGS) Review**
Present a scoping study on options, implications, and recommendations from the technical advisory and steering committees by summer 2022 (considering a process and timing for a RGS review).
- 2. Airshed Roundtable**
Support initial action plan development for spring 2022 with specific actions.
- 3. Sustainable Services for the South**
Pursue a comprehensive approach to essential services for the southern communities of the CVRD, including a Water Masterplan and collaborative Sewer Strategy.
- 4. Agriculture Planning**
Support rural economic development and agricultural opportunities (includes agricultural planning, food hub feasibility – reporting in 2022).
- 5. Watershed Management**
Work towards water stewardship across jurisdictions with Regional Water Forum held in October 2021 and Rural Area Watersheds Stewardship Study by spring 2022.
- 6. Emergency Resilience**
Further develop regional emergency response capacity, particularly related to climate change impacts by enhanced promotion of Neighbourhood Preparedness Program and continuing the FireSmart program.
- 7. Recreation Services**
Focus on strategic planning, partnerships and facilities upgrades with a focus on asset management.
- 8. Regional Climate Adaptation and Mitigation**
Implement a decision-making matrix and communications to illustrate progress during spring and summer 2022.

Core Services

While the CVRD has **98 independent functions**, for reporting purposes and defining vision and goals; eight core services focus the regional district's efforts:



**Finance
and Administration**



Water Supply



Recreation



**Regional
Sustainability**



Sewage Treatment



**Regional Emergency
Services**



Transportation



**Electoral Area
Services**

CORE SERVICES AT WORK





Core Services

Regional Sustainability

STRATEGIC DRIVERS LEGEND

- Fiscal Responsibility
- Climate Crisis
- Community Partnerships
- Indigenous Relations

The Comox Valley Regional Growth Strategy (RGS), adopted in 2011, promotes human settlement that is socially, economically, and environmentally healthy and makes efficient use of public facilities and services, land, and other resources. In addition, one of the intents of the RGS is to provide a mechanism for regional collaboration.

The RGS includes eight goals related to: housing; ecosystems, natural areas and parks; local economic development; transportation; infrastructure; food systems; public health and safety; and climate change.

The RGS provides broad opportunity for data collection, monitoring and reporting to support regional district, municipal and senior government decision-making and public awareness and education.

Key Service Outcomes

- Settlement that is socially, economically, environmentally healthy
- Housing supply for current and future needs
- Affordable housing
- Affordable servicing
- Partnerships with K'ómoks First Nation and other organizations
- Improved air quality
- RGS monitoring and evaluation
- Planning and implementation for climate change
- Robust and resilient food system

Key 2019 - 2022 Initiatives/Directions	Strategic Drivers	Cost	Public Engagement
1. Annual air quality framework identified to improve Comox Valley air quality		\$\$	
2. Review of the RGS (scoping)		\$\$	
3. Use of RGS Technical Advisory Committee to collaborate on regional interests		\$	
4. Exploring potential for regional food hub		\$	
5. Evaluation and reporting framework (dashboard) and data collection; integrating RGS principles with climate crisis response		\$	
6. Climate change mitigation and adaptation planning (across services, work with municipalities)		\$	
7. Poverty Reduction Strategy		\$	
8. Regional Parks – Feasibility with Municipal Partners		\$	

2020 - 2021 Accomplishments

- Completion of poverty reduction strategy
- Built the RGS Hub (launch in 2022)
- Completed year 2 of the Airshed Roundtable project



Core Services

Electoral Area Services

STRATEGIC DRIVERS LEGEND

- Fiscal Responsibility
- Climate Crisis
- Community Partnerships
- Indigenous Relations

CVRD delivers local government and services to electoral areas (street lighting, land use planning, fire protection, building inspection, bylaw compliance, water distribution, islands-based services, parks, heritage conservation, community hall supports, community grants and more). Electoral area directors advocate for services with the CVRD itself, senior government, and other stakeholders.

Key Service Outcomes

- Local government for rural areas
- Advocating for equitable and appropriate service delivery
- Infrastructure and community resiliency
- Responding to and partnering with community groups and residents

Key 2019 - 2022 Initiatives / Directions	Strategic Drivers	Cost	Public Engagement
1. Analysis for rural roadside garbage, recycling, and organics collection through regional solid waste plan review		\$	
2. Septic regulation / education (continued investigation)		\$	
3. Agricultural planning: Exploring potential for regional food hub		\$	
4. Official Community Plan updates: Saratoga settlement node (operational)		\$\$	
5. Official Community Plan updates: Development permit revisions (operational)		\$	
6. Building Inspection department to <ul style="list-style-type: none"> a. pursue software that promotes virtual operations and remote procedures b. rewrite building inspection bylaw for clarity 		\$	
7. Parks and Greenways Strategic Implementation		\$	



2020 - 2021 Accomplishments

- Grant Programs and Community Hall Services (moved to core work)
- Saratoga Beach Mosquito Control Service – Elector approval received and program commences in 2022
- Coastal Flood Plain Mapping Project

OBSERVATIONS ABOUT THE OTHER CVRD CORPORATE PLAN

- Seeks alignment of Board strategic priorities, RGS, 5 year financial plan, department plans, program plans
- 4 strategic drivers
- Structured around 8 core services
- Describes each core service, identifies key service outcomes, includes actions and shows connection to drivers, cost and public engagement level
- Includes section on electoral area services
- CVRD is a mix of municipalities (3) and large electoral areas (3) – More urban than RDN more regional services
- Has a RGS
- 98 services



Thompson-Nicola Regional District

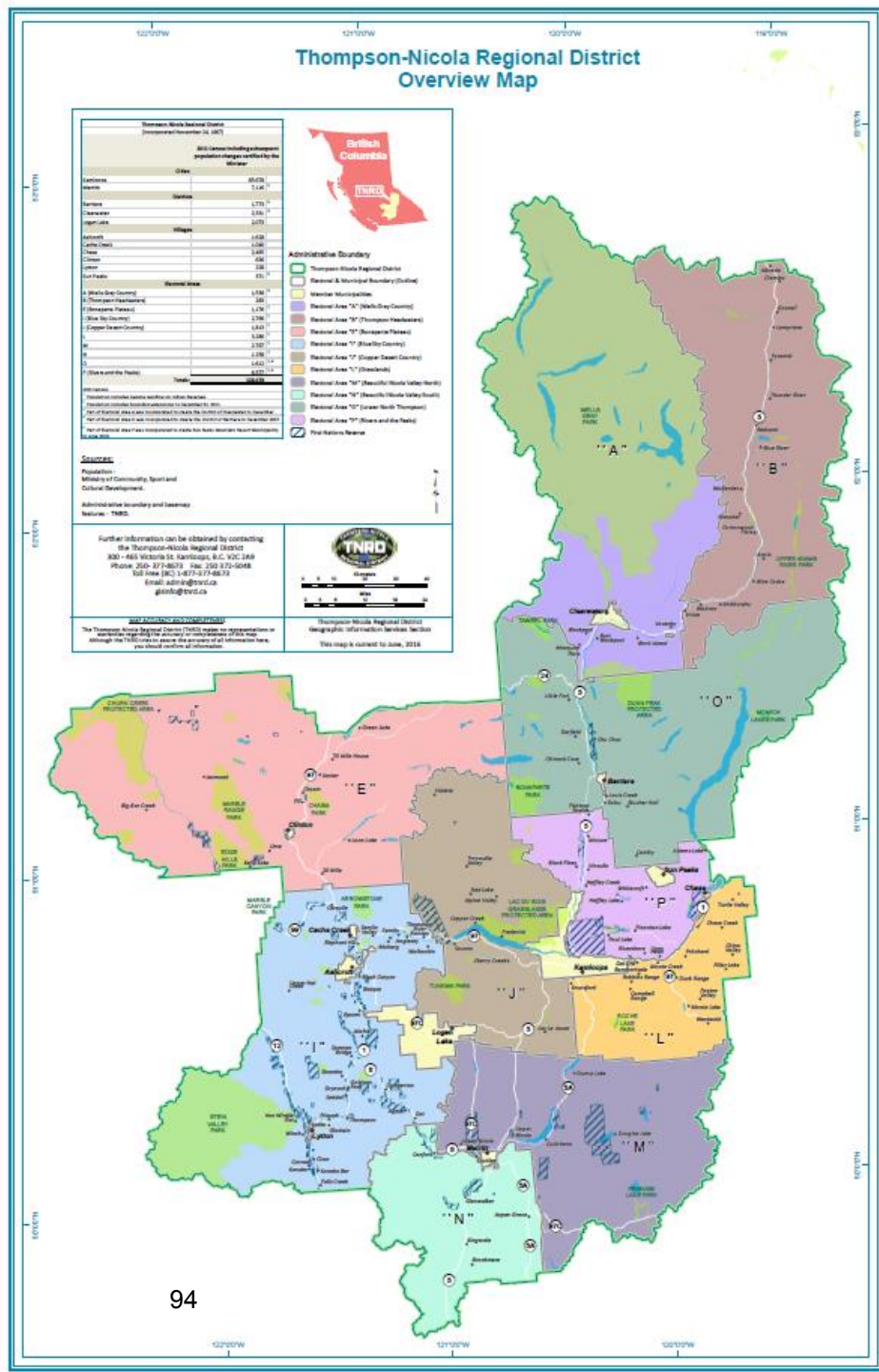
2020-2022 STRATEGIC PLAN

STATUS UPDATE



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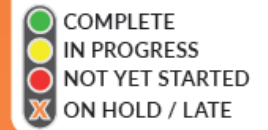
LIVABILITY, CONNECTIVITY AND INFRASTRUCTURE

● COMPLETE
● IN PROGRESS
● NOT YET STARTED
X ON HOLD / LATE

REGIONAL DISTRICT STRATEGY	ACTIONS	TARGET	
Digital Infrastructure	Adopt new weigh scale software and eco-card system.	2021	●
	Assess Remote Access/Virtual Private Network (VPN) - implement multihomed internet connection with High-Availability VPN system (Central Office)	2021 Q4	●
	Conduct an overall review of Internet bandwidth, providers, and requirements for TNRD remote sites with goals to: · Reduce to one internet connection per site. · Review throttling of bandwidth requirement.	2021-2023	●
	Review and make recommendations of GIS Systems and Architecture Strategy.	2021 Q4: Develop strategy and roadmap for next 2 - 3 years	●
	Investigate and execute an Agenda/Meeting Management software system.	2021	●
	Explore broadband connectivity with TMX (Trans Mountain Pipeline Project).	2021-2022	●
Infrastructure Projects	Identify and prioritize TNRD Civic Building maintenance projects.	2021-2022	●
	Begin process of Royal Inland Hospital Phase 3 and parking project planning	2021-2022	●
	Investigate new TNRD boardroom in the Civic Building.	2021	●
	Continue site procurement and infrastructure plans for new South Kamloops Library.	2021-2022	●
	Implement upgrades at Ashcroft and Clearwater libraries.	2021 Q2 - 2022 Q3	●
Utility Systems Operations & Water Conservation Measures	Implement and complete installations of inside and outside water meters on all TNRD community water systems.	2021 Q4	●
ELECTORAL AREA STRATEGY	ACTIONS	TARGET	
Specific Infrastructure Projects	Execute the Loon Lake Fire Hall construction.	2021	●
	Initiate the Blackpool Fire Hall upgrade.	2021	●
	Explore Tobiano Fire Hall build.	2022	●
	Expand Library Home Service to rural communities.	2021 Q4 - 2022 Q1	●
Specific Environmental Health Projects	Complete construction of a new Eco-Depot in Cache Creek / Ashcroft.	2022 Q1	●
	Explore and seek out grant funding for water filtration on TNRD surface water systems.	Ongoing	●
	Complete detailed design of Pritchard Water Treatment plant (Grant funding has been secured).	2021 Q4	●
	Complete pre-design report for a future Vavenby Water Treatment Plant.	2022 Q2	●
	Complete public assent process for mosquito reduction service in Blue River.	2021 Q2	●



EMERGENCY PLANNING AND RESPONSE



REGIONAL DISTRICT STRATEGY	ACTIONS	TARGET	
Emergency Management Partnership	Establish Memo of Understanding with 7 Emergency Management member municipalities partners regarding roles and responsibilities.	2022	●
	Expand TNRD EM program and conduct needs analysis of Merritt as a new EM municipal partner.	2021	✗
	Consult with First Nations to explore an Emergency Management Joint Command structure.	2021	✗
	Pre-plan for a potential joint response partnerships efforts with neighbouring First Nations.	2021	●
Education & Training	Expand TNRD EM education & training to participating municipalities to twice yearly.	2022	●
	Expand training for TNRD Fire Service - provide Emergency Management and Emergency Operations Centre training to TNRD Fire Service staff and volunteers.	2021	●
	Provide Emergency Support Services (ESS) Modernization by providing equipment, education and training to TNRD ESS teams (currently 5) on new online tools for evacuee support.	2021	●
ELECTORAL AREA STRATEGY	ACTIONS	TARGET	
Specific Projects	Explore Road Rescue and First Response through TNRD Fire Departments - complete a feasibility study exploring the possibility of TNRD Fire Departments conducting road rescue and first response under the direction of the new provincial policy changes.	2021-2022	●
	Continue to explore solutions to challenges in having Emergency Support Services in Chase.	2021	●

OBSERVATIONS ABOUT THE TNRD STRATEGIC PLAN

- 6 strategic focus areas
- Identifies strategies, actions and targets
- In each strategic focus areas electoral area strategies are identified
- TNRD is a mix of municipalities (11) and electoral areas (10)
- Has a RGS
- 124 services

KEY TAKE AWAYS

- The majority of BC RDs have a strategic plan or set of Board priorities
- Some are more focussed on alignment of financial plans and existing service plans than others
- Some are more comprehensive than others
- Some have measure some don't
- Some have specific references to EAs others don't
- The more aligned and sophisticated the plans the higher maintenance they are likely to be

04 DISCUSSION

WHAT'S WORKING – WHAT COULD YOU IMPROVE ON?

HOW DO YOU THINK A STRATEGIC PLAN COULD HELP YOU?

WHAT PIECES SHOULD BE IN YOUR STRATEGIC PLAN? (IF YOU HAVE ONE)

RESOURCES

- CRD <https://www.crd.bc.ca/about/how-we-are-governed/strategic-priorities-plans>
- CVRD <https://www.cvrld.ca/DocumentCenter/View/98958/CVRD-Corporate-Strategic-Plan-2020-2022>
- CVRD <https://www.comoxvalleyrd.ca/corporateplan>
- Metro Vancouver <http://www.metrovancouver.org/about/strategic-directions/Pages/default.aspx>
- RDCO <https://www.rdco.com/en/your-government/resources/Documents/2020-Board-Strategic-Priorities-Plan-Update.pdf>
- TNRD <https://www.tnrd.ca/about-us/strategic-plan/>

Highlights of the February 21, 2023, Orientation to Strategic Planning Session with Allison Habkirk

- Strategic plans articulate a vision (“where you want to go”) and how the elected body will achieve the vision (“how we get there”).
- A strategic plan can identify priorities, align priorities with existing plans and resources, guide workplans, allocate resources and measure progress.
- Most regional districts have a strategic plan. Some regional districts focus on alignment of financial plans and existing service plans.
- Regional district strategic plans may include monitoring or measures of success and Electoral Area specific actions and goals.
- The more aligned a strategic plan is with existing plans and service levels, the more maintenance through monitoring and measuring criteria will be required.

Summary of various strategic plans:

Organization	Strategic Plan Highlights	Measuring Success
Metro Vancouver	Aligns responsibilities, long term financial plans, and current Board priorities. Department workplans flow out of the strategic plan. The plan has a strong governance/federation relationship, financial and service delivery in each strategic area.	Monitoring is built into each regional service area.
Capital Regional District	Aligns Board priorities, corporate priorities, approved plans, service planning, financial plan, and service delivery.	Identifies desired outcomes.
Regional District of Central Okanagan	Seeks alignment between Board strategic priorities, Regional Growth Strategy, financial plan, department plans and programming.	Priorities have identified measures of success.
Cowichan Valley Regional District	Aligns strategic priorities, five-year financial plan, department plans and program plans. Identifies actions specific to Electoral Areas.	Identifies measures of success of goals and actions for the elected term.
Comox Valley Regional District	Aligns the Board’s strategic priorities, Regional Growth Strategy, financial plan, department plans and program plans. Priorities are structured around eight core services.	Monitoring is focused on key service outcomes.
Thompson-Nicola Regional District	Six strategic focus areas with specific actions for Electoral Areas.	Identifies targets for each strategic focus area.



REGIONAL
DISTRICT
OF NANAIMO

WATERSHED PERFORMANCE TARGETS FOR RAINWATER MANAGEMENT – FRENCH CREEK WATER REGION

RECOMMENDATIONS

1. That the Board receive the “Watershed Performance Targets for Rainwater Management – French Creek Water Region” report for information.
2. That “Watershed Performance Targets for Rainwater Management – French Creek Water Region” be referred to staff to prepare a report on implementation options including collaboration with the City of Parksville and Town of Qualicum Beach to monitor and track rainwater management in the French Creek area.

BACKGROUND

In 2022, the Regional District of Nanaimo (RDN) Board endorsed the Regional Strategy for Rainwater Management (RSRM) which outlines a collaborative framework for achieving a resilient approach to rainwater management in the region. Rainwater management is the approach used to control, treat, and convey all precipitation, including but certainly not limited to snowmelt, regular precipitation events, and atmospheric rivers. The key objectives in effective rainwater management include maintaining groundwater recharge, mitigating flooding, protecting water quality, and enhancing climate resilience. Sustainable and resilient rainwater management considers the full hydrologic cycle as well as changes in climate and considers rainwater as a resource that requires creative and integrated management. The RSRM is a regulatory commitment under the RDN Liquid Waste Management Plan with the Drinking Water and Watershed Protection program providing the implementation mechanism for strategy and other rainwater related commitments.

The RSRM recommends building on foundational watershed studies and data to establish watershed performance targets which help to replicate the natural processes by setting targets for release rate, retention volume, recharge volume, and water quality to be applied to development within the region’s watersheds. The Watershed Performance Targets developed for Rainwater Management in French Creek address the foundational studies recommended within the RSRM.

The French Creek Water Region was selected to serve as the location for a pilot study to determine performance targets for rainwater with the purpose of testing the concept and approach for setting similar targets elsewhere in the region. The targets use the water balance methodology which aims to mitigate adverse impacts from development by mimicking the natural water balance of a watershed, working to “sink, slow, and spread” rainwater to help replicate natural processes. Phase 1 of the study was completed in 2021 and focused on hydrologic model development and establishing performance targets for various future land use and climate scenarios. This report, Phase 2 of the pilot program, provides recommendations on implementation, monitoring, and adaptive management.

The report recommends aiming for targets that mitigate land use to pre-development, or natural forested conditions by applying rainwater management strategies to new, rezoned, or retrofit developments. While the RDN does not have jurisdiction in the area of Rainwater Management, it is acknowledged in the report that the RDN can serve as a collaborator and facilitator in implementing these targets but will not impose them on our municipal partners who do have that jurisdiction. Instead, these are meant to serve as a baseline for discussion around moving towards a region-wide consistent approach to setting targets and/or policy. Through applying the model used to determine the targets, it is shown that the selected targets will provide some mitigation of the effects of climate change by building resiliency for future drought and rainstorm related events.

Early steps towards implementation that could be incorporated into workplans in 2024 and beyond are outlined in the report, including:

1. Identify and Standardize Technical Information in Stormwater Plans

Stormwater management plans submitted for development review often lack consistency, with most focusing on traditional stormwater engineering such as sizing of ditches, culverts, and detention storage. With more consistent application content, staff will be able to ensure that performance targets are being met and that developers acknowledge the target values recommended within this study. Some of the content recommended to be incorporated in development applications includes:

- Summary of the assumed pre-development (i.e., natural), existing site conditions, and post-development site conditions, including the area of different land covers, the total impervious area, and the impervious area coverage as a percentage of the developed area.
- Acknowledgment of the performance target values recommended in this study
- Summary of site conditions, land covers, impervious area coverage
- Overview of rainwater features proposed and how they meet performance targets
- Presence of retention and detention facilities meeting volume requirements
- Inclusion of features that encourage filtration

It is envisioned that this could take the shape of a checklist used by DWWP staff to review stormwater plans referred for comment. The intention being not to question the technical content of the report per se, but ensure that the most up to date information is referenced in the report and that an explanation be included if the reports do not follow the guidelines of the RSRM and associated targets. This standardization approach is similar to what has been implemented under RDN Policy B 1.21, which outlines groundwater assessment requirements and provides a reference to guide consistency in the review of development approvals.

2. Water Quality & Hydrometric Monitoring

To evaluate the effectiveness of the performance targets on improving watershed health, monitoring is required to regularly compare future conditions with baseline (current) conditions. Strategic hydrometric and water quality monitoring sites track environmental changes over time and can inform adaptive management. Monitoring is applied to natural watercourses, as opposed to piped systems. The report summarized existing hydrometric monitoring sites as well as the water quality monitoring network implemented through the DWWP Community Watershed Monitoring Network. The report outlines recommendations of additional sites within the French Creek Water Region for effective tracking of watershed performance targets.

It is envisioned that this could be integrated into the planning and partnerships already established within the DWWP Community Watershed Monitoring Network.

FINANCIAL IMPLICATIONS

Implementation of the monitoring recommendations provided within the report are already included as a part of the operational budget within the Drinking Water and Watershed Protection program budget items associated with the surface water monitoring program.

The financial implications of different options to implement the other recommendations will be included in the report identified as “Recommendation 2” above.

STRATEGIC PLAN ALIGNMENT

Environmental Stewardship - Protect and enhance the natural environment, including land, water, and air quality for future generations.

Growth Management - Provide effective regional land use planning and responsible asset management for both physical infrastructure and natural assets.

Climate Change - Be leaders in climate change adaptation and mitigation and become net zero by 2032.

People and Partnerships - Seek opportunities to partner with the provincial and federal governments, other government agencies, and community stakeholder groups in order to advance strategic plan goals and objectives.

REVIEWED BY:

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ATTACHMENT

1. Watershed Performance Targets for Rainwater Management – French Creek Water Region, Phase 2 – Implementation, Monitoring, and Adaptive Management



Photo source: NHC 2022

Watershed Performance Targets for Rainwater Management – French Creek Water Region Phase 2 – Implementation, Monitoring and Adaptive Management

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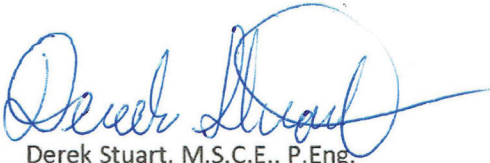


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DISCLAIMER

This report has been prepared by Northwest Hydraulic Consultants Ltd. for the benefit of Regional District of Nanaimo for specific application to the Watershed Performance Targets for Rainwater Management – French Creek Water Region. The information and data contained herein represent Northwest Hydraulic Consultants Ltd. best professional judgment in light of the knowledge and information available to Northwest Hydraulic Consultants Ltd. at the time of preparation and was prepared in accordance with generally accepted engineering and geoscience practices.

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EXECUTIVE SUMMARY

The Regional District of Nanaimo (RDN) has selected the French Creek Water Region to serve as the location for a pilot study to determine performance targets for rainwater. The purpose of the study is to test the concept and approach for setting similar targets elsewhere in the RDN. Phase 1 of the study was completed in 2021, and focused on hydrologic model development and establishing performance targets for various future land use and climate scenarios. This study is Phase 2 of the pilot program, which provides recommendations on implementation, monitoring and adaptive management.

This study focuses on the technical aspects of performance targets as applied to the French Creek Water Region, and has a different scope from the RDN's Regional Strategy for Rainwater Management (EOR, 2022), which focuses on collaborative rainwater management, coordinated actions between jurisdictions, and regulatory and educational tools for rainwater management across the RDN.

Performance targets for the water region are based on the water balance methodology, and aim to mitigate adverse impacts from development by mimicking the natural water balance of a watershed (Partnership for Water Sustainability, 2014). With this approach, four targets are specified: 1) baseflow release rate, 2) retention volume, 3) infiltration system area, and 4) flood detention volume.

Recommended performance targets to be applied in the upper, mid and lower regions of the French Creek Water Region are given in Appendix A. These targets would be applied to all new or retrofit developments. The targets represent mitigation of future land use back to a pre-development (i.e. natural forested) state, while providing some mitigation of the effects of climate change.

Development applications and standards within the French Creek Water Region come from the City of Parksville, Town of Qualicum Beach, and Ministry of Transportation and Infrastructure, and the RDN Area G and Area F). Successful implementation of the performance targets will require close cooperation, communication, and collaboration between the RDN, Parksville, Qualicum Beach, and MOTI. The use of these targets as a pilot study in the French Creek Water Region is expected to help identify gaps and issues that need to be addressed prior to applying the approach elsewhere.

Very little reliable observed hydrometric data is available within the French Creek Water Region. For the pilot study to be effective, continuous flow and water level data should be collected at several locations within the water region. This will help to establish baseline conditions in the watersheds, and can also be used for calibration of the hydrologic model to improve the performance targets. Future data can then be compared to the baseline data to identify trends. Collection and trend analysis of water quality and benthic invertebrate data can further evaluate whether watershed health is improving or degrading.

Trends identified in the analysis of hydrometric, water quality, and B-IBI data, along with feedback received about the practical implementation of performance targets will be the two aspects that inform whether a change to the rainwater management approach is needed. The types of adaptive management needed will be dependent on what type of trends are observed and feedback is received. Collection and organization of information will be critical to support adaptive management.

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Appendix A	Recommended Performance Targets – French Creek Water Region
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1 INTRODUCTION

1.1 Project Overview and Objectives

The Regional District of Nanaimo (RDN) retained Northwest Hydraulic Consultants Ltd. (NHC) to conduct a pilot study to determine performance targets for rainwater management in the French Creek Water Region. The purpose of the study is to test the concept and approach for setting similar targets on a regional scale.

Phase 1 of the study was completed in October 2021 (NHC, 2021), and consisted of developing and running long-term hydrologic simulations to determine target base flow release rates, retention volume, infiltration area, and flood detention volume that would be required to mitigate the effects of future development or future development and climate change to either pre-development or current development conditions. Phase 1 was a technical analysis and considered several options for potential targets in the upper, mid, and lower region of the French Creek water region.

Phase 2 builds on the work done in Phase 1, focusing on the implementation, monitoring, and adaptive management of the performance targets. Through discussions with the RDN, the study focuses on the French Creek Water Region, rather than how performance targets could be extended to other areas of the RDN.

1.2 Summary of Phase 1 Work

Phase 1 of the study focused on developing performance targets for rainwater management in the French Creek Water Region based on the water balance methodology (Partnership for Water Sustainability, 2014). The water balance methodology aims to mitigate adverse impacts from development by mimicking the natural water balance of a watershed. Four targets which help replicate natural processes were specified: 1) baseflow release rate, 2) retention volume, 3) infiltration system area, and 4) flood detention volume.

The three overall objectives of the targets were 1) to achieve no increase in the magnitude of flood events, 2) provide similar performance below the 2-year duration on a flow duration curve, and 3) maintain the groundwater component of the water balance.

To establish the performance targets, an HSPF¹ model of the French Creek Water Region was developed, and simulations were run using long-term precipitation data as inputs. Refer to the Phase 1 report for detail on development of the precipitation data series. The model was run using current, pre-development, and future land use conditions as well as a climate change scenario. The Water Region was split into three regions (upper, middle, and lower as shown in Appendix A) based on dominant land use and physiographic character which govern the hydrologic response. Performance targets were

¹ HSPF stands for Hydrologic Simulation Program Fortran; Version 12.5 of the U.S. EPA modelling framework was used for the study.

established for the middle and lower regions where development pressure is the greatest. In the upper region, which is primarily steep forested land, with minimal development pressure, performance targets were not established.

Four potential scenarios of performance target values were established for each region that consider mitigating the hydrologic changes resulting from future development and climate change, back to both pre-development and current conditions (the four scenarios are listed in Section 2.1.1). Overall, widespread application of the performance targets was able to mitigate adverse changes in flows resulting from the future development condition back to both pre-development and current conditions. However, the performance targets were unable to completely negate the impacts of climate change back to current and pre-development levels. Mitigation in all scenarios was only applied to impervious areas and could not compensate for the increase in peak flows and flow durations which will also occur in the pervious regions of the watershed, particularly when changes to precipitation due to climate change were considered. NHC recommended that other adaptation and mitigation measures should be explored in conjunction with the rainfall management targets to address climate change on a watershed scale. For further detail, refer to the Phase 1 report (NHC, 2021).

1.3 Regional Strategy for Rainwater Management

Concurrent to Phase 1 of the study, a regional strategy for rainwater management (RSRM) was developed and adopted by the RDN (EOR, 2022). The stated objectives of the RSRM are:

1. To outline a strategy for collaborative rainwater management in the region, at the watershed scale, for the protection of private property and the environment.
2. To coordinate actions across jurisdictions to maintain healthy watersheds in the context of climate change, land use pressures, and evolving best practices for rainwater management.
3. To provide a basis to update policies, standards, and bylaws, inform education and outreach, and support grant funding applications for infrastructure upgrades.

The recommendations in the RSRM apply to the entire RDN and are not confined to a single water region.

The RSRM identifies the setting and use of rainwater management performance targets as a method of improving watershed health across the RDN and recommends these be set based on the water balance methodology and include release rate targets, retention volume targets, recharge volume targets, and water quality targets.

The implementation, monitoring and adaptive management outlined in this Phase 2 report focuses on the technical aspects of the performance targets as applied to the French Creek Water Region. For regulatory, policy, and strategic planning implementation tools, refer to the RSRM.

2 IMPLEMENTATION

2.1 Performance Targets

2.1.1 Performance Target Options

In Phase 1 of the study, a series of rainwater management targets for different scenarios were developed for the French Creek region based on the water balance methodology, summarized in Table 2.1. Four different sets of performance targets were developed:

1. Mitigating future land use to pre-development (i.e. natural forested) conditions.
2. Mitigating future land use and climate change effects to pre-development conditions.
3. Mitigating future land use to current development conditions.
4. Mitigating future land use and climate change effects to current development conditions.

Options 3 and 4 use the present-day watershed condition as the baseline condition to maintain. Options 1 and 2 aim to improve watershed health further by restoring the approximate natural water balance in the watersheds, prior to the existence of any land development. As noted in the Phase 1 report, climate change is an important consideration; however, fully mitigating the effects of both development and climate change (Option 2 and 4) is difficult. Even with no future land use change, the water balance, peak flows, and flow durations would change within the water region due to expected changes in rainfall. Furthermore, in setting the targets, mitigation is only applied to impervious areas, and so cannot compensate for changes in runoff from the pervious areas associated with climate change. Performance targets were established based on an hourly timestep using unit flow rates from the three regions. The baseflow release rate is representative of the mean annual discharge from the natural conditions.

Table 2.1 Performance target options developed in the Phase 1 study.

	Option 1	Option 2	Option 3	Option 4
	Future land use to pre-development	Future land use and climate change to pre-development	Future land use to current development	Future land use and climate to current development
Mid Region and Upper Region				
Baseflow Release Rate (L/s/ha)	0.2	0.2	0.2	0.2
Retention Volume (m ³ /ha)	450	900	150	850
Infiltration System Area (m ² /ha)	120	60	75	30
Flood Detention Volume (m ³ /ha)	750	3000	450	1750
Lower Region				
Baseflow Release Rate (L/s/ha)	0.12	0.12	0.12	0.12

	Option 1	Option 2	Option 3	Option 4
	Future land use to pre-development	Future land use and climate change to pre-development	Future land use to current development	Future land use and climate to current development
Retention Volume (m ³ /ha)	350	550	75	200
Infiltration System Area (m ² /ha)	100	60	30	10
Flood Detention Volume (m ³ /ha)	650	1800	250	470

2.1.2 Performance Target Selection Criteria

To select a single set of performance targets for the French Creek region, several factors were considered, with the first being the RDN’s overall rainwater management objectives. Key concepts from the RSRM that support the selection of targets are summarized below:

- The RSRM notes that the goal of resilient rainwater management is to mimic the natural hydrologic condition (i.e. the pre-development condition).
- The RSRM promotes mimicking the natural functional hydrology of watersheds, and methodologies that preserve natural hydrologic features.
- In the RSRM, recharge and retention volume targets are defined as the volumes required to mimic the natural watershed condition.
- The RSRM emphasizes practicality. If the targets selected are overly ambitious, they may result in too many applications for exemptions from the target, which greatly reduces their effectiveness at a watershed scale.

2.1.3 Recommended Performance Targets for the French Creek Water Region

Based on our review of the potential sets of targets, and supported by the language in the RSRM, NHC recommends that the RDN adopts the ‘Option 1’ targets. These targets represent mitigation of future land use back to the pre-development (i.e. natural forested) state, and are reproduced in Table 2.2. A map showing the extent of upper, mid and lower regions along with the performance targets is included in Appendix A.

Table 2.2 Recommended performance targets for the French Creek Water Region.

Category	Recommended Performance Targets	
	Upper and Mid Region	Lower Region
Baseflow Release Rate (L/s/ha of impervious area)	0.2	0.12
Retention Volume (m ³ /ha of impervious area)	450	350
Infiltration System Area (m ² /ha of impervious area)	120	100
Flood Detention Volume (m ³ /ha of total development area)	750	650

Ideally, the set of performance targets could mitigate both future land use and climate change back to the pre-development watershed conditions (Option 2); however, these targets would be very difficult to achieve. Under a changing climate, a watershed in its natural, forested state without land development would experience a change in water balance. This cannot be fully mitigated through simple application of performance targets, and instead we suggest that the targets focus on mitigating effects of land use change.

Note that explicit water quality targets are beyond the scope of this study. Water quality is included in the monitoring recommendations (Section 3) – if persistent water quality concerns are identified, further steps should be taken to address them.

2.1.4 Anticipated Effects of the Selected Targets on Climate Change Mitigation

Although the recommended performance targets do not replicate the pre-development condition of the watersheds when climate change effects are added, they will provide some mitigation.

To assess the level of mitigation, we ran an additional hydrologic model scenario using the HSPF model developed in Phase 1 of the study. The run used the performance targets from Option 1, but with the climate-adjusted precipitation data as the model input. We evaluated the effectiveness of the targets in climate change mitigation by comparing the results for peak flows, the flow duration curve, high pulse count, and 7-day winter low flows.

Table 2.3 shows how climate change would affect peak flows if the recommended performance targets (Option 1) were applied throughout the water region. Figure 2.1 shows the same for the flow duration exceedance curves and Table 2.4 for the high pulse count and 7-day winter low flows.

Table 2.3 Effect of climate change on peak flows under the application of the recommended performance targets.

Region	Return Period	Target Flows (L/s/ha)		Peak Flows with Performance Targets Applied (L/s/ha)	
		Pre-development	Current Condition	Option 1	Option 1 under climate change
Mid	2-year	1.9	2.2	1.9	2.3
	5-year	2.9	3.3	2.9	3.6
	50-year	3.5	3.9	3.6	4.5
Lower	2-year	0.9	1.5	0.9	1.2
	5-year	1.5	2.3	1.6	2.3
	50-year	1.9	2.9	2.0	3.6

Notes:

- Option 1 refers to the performance targets that mitigate future land use to pre-development (i.e. natural forested conditions).

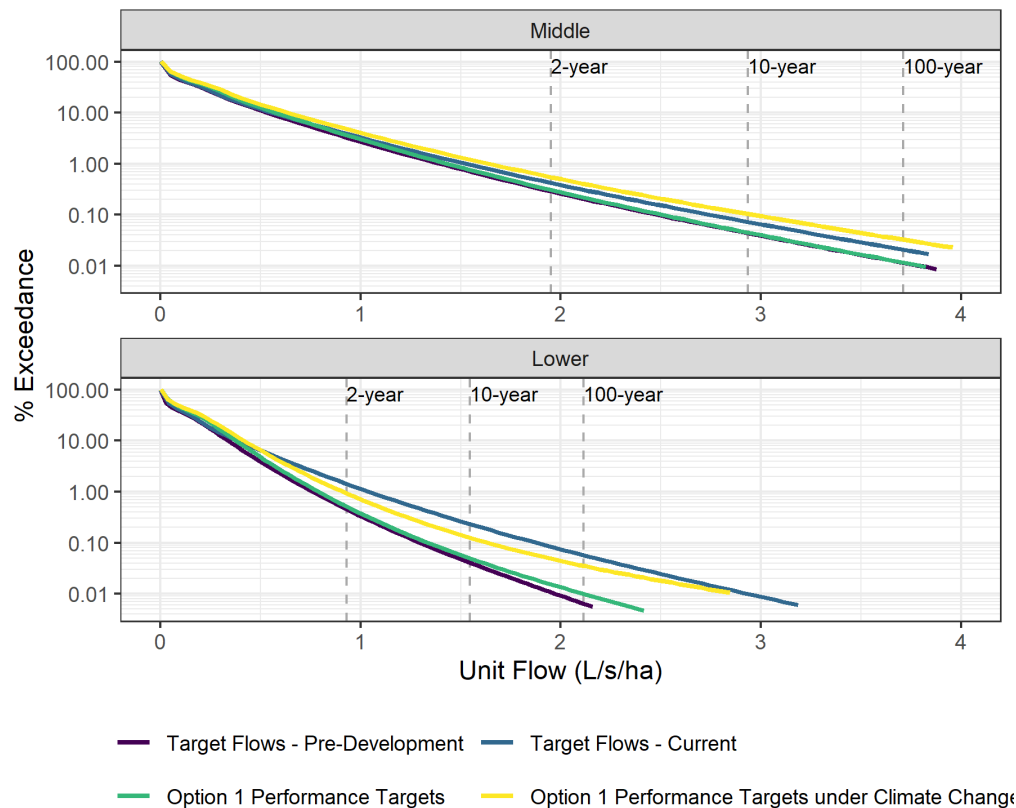


Figure 2.1 Effect of climate change on the flow duration curves under the application of the recommend performance targets. Scenario in yellow represents Option 1 targets under the climate change rainfall.

Table 2.4 Effect of climate change on high pulse count and 7-day low flow.

Region	Scenario	High Pulse Counts (No. of Events)	Winter 7-Day Low Flow (L/s/ha)	Summer 7-Day Low Flow (L/s/ha)
Mid	Pre-Development	9	0.15	0.004
	Current Condition	12	0.15	0.006
	Option 1	11	0.18	0.013
	Option 1 under climate change	11	0.19	0.010
	Option 2	11	0.19	0.016
Lower	Pre-Development	6	0.10	0.001
	Current Condition	16	0.10	0.002
	Option 1	8	0.15	0.010
	Option 1 under climate change	9	0.16	0.008
	Option 2	9	0.16	0.021

Notes:

1. High pulse count is the number of times that daily flow increases to above twice the mean annual discharge. It is correlated with measures of the effect of development in a watershed and the degradation of biological health (DeGasperi, C.L. et al., 2009)

This analysis suggests that if the recommended performance targets are applied across the region, they will provide some mitigation of the effects of climate change. In particular:

1. **Peak flows.** In the lower region, lower return period peak flows (2-year and 10-year) are mitigated below the current condition but do not reach the pre-development condition, and higher return period peak flows (50-year) show a slight increase over current conditions. In the mid-region, all peak flows increase to slightly higher than the current conditions. Notably, even the Option 2 of the performance targets were not able to fully mitigate peak flows as a result of climate change (NHC, 2021).
2. **Flow duration curves.** In the lower region, flows are mitigated to below the current condition but do not reach the pre-development condition. In the mid-region, flows increase to higher than current conditions.
3. **High pulse count and winter low flows.** In the mid and lower regions, high pulse counts are mitigated below the current conditions but do not reach the pre-development condition. 7-day low flows increase, but these increases also could not be mitigated using the more stringent performance targets from Option 2.

The Option 1 targets do mitigate some of the effects of climate change. The level of mitigation they provide is least for peak flows (as opposed to low and moderate flows), and is less effective in the mid region than the lower region. This is likely because the mid region is more rural and so has less impervious area coverage planned with future development and consequently less opportunity for the

performance targets to be applied than the lower region with the City of Parksville and Town of Qualicum Beach.

In essence, areas with less development planned have fewer opportunities to construct rainwater management features that can help to mitigate the effects of climate change, and so a change in the water balance is to be expected because of the change in the precipitation inputs.

This highlights the importance of other measures to maintain and improve watershed health, and that performance targets alone should not be relied upon. Construction of regional detention basins strategically located throughout the water region could be used to help attenuate peak flows under climate change. Other potential initiatives are discussed in Section 2.3.

2.2 Application of Performance Targets within French Creek Water Region

These sections provide guidance to the RDN on how to apply the performance targets within the French Creek Water Region, and what RDN staff should look for when reviewing development applications.

The broader policy and regulatory framework needed to successfully apply the performance targets within the French Creek Water Region should ultimately follow the guidance in the RSRM, so that a unified approach is created across the RDN. It is assumed that the pilot application of performance targets within the French Creek Water Region to help identify gaps and issues before formalizing the requirements into policy, but this requires commitment from and collaboration with RDN, MOTI, Parksville, and Qualicum Beach staff.

2.2.1 Roles and Responsibilities

In the French Creek Water Region, municipalities (City of Parksville and the Town of Qualicum Beach) are responsible for reviewing development applications within their boundaries. Elsewhere, the Ministry of Transportation and Infrastructure's (MOTI) design standards for land development are applied (BC MoTI, 2021). The recommended performance targets will need to override local rainwater management targets from MOTI, Parksville and Qualicum Beach. Buy-in in these jurisdictions is critical to the success of the performance targets.

The RDN will need to work closely with staff from each jurisdiction to ensure the performance target requirements are clearly documented and understood. The RDN may need to provide technical guidance to help understand the rationale, importance, and potential application of the targets.

MOTI, Parksville, Qualicum Beach, and the RDN will need to ensure the pilot application of the targets is communicated to developers and encouraged. An important distinction is that the performance targets represent criteria that should be achieved on development sites, but that there are many ways to achieve them. The RDN should seek opportunities to educate land owners, planners, and developers about some of the tools that are already available to help achieve the targets.

Collaboration will be required to collect and document feedback on the performance targets and any challenges faced by each jurisdiction in applying the targets.

Site developers and planners will need to ensure rainwater management needs are accounted for early in the site planning process, so that sufficient space for rainwater management features can be allocated. Drainage design engineers will need to ensure that rainwater management features are designed to achieve the performance targets.

2.2.2 Guidance for the Review of Development Applications

As part of this study, NHC completed a high-level review of several development applications that have been received by the RDN in the past. This was to assess the level of detail on rainwater management provided in a typical application. There was a wide variation in the level of detail provided in the reviewed applications, confirming challenges of consistency, as noted in the RSRM. Most of the applications focused only on traditional stormwater engineering: sizing of ditches, culverts, and detention storage to limit increases in peak flows due to developments. Some applications provided clearly defined rainwater management goals, and outlined the process that was used for sizing detention basins, infiltration, and achieving water quality targets.

The lack of consistent application content can make it difficult for the RDN to review, and ultimately, RDN staff needs to rely on the seal of the engineer on the development application. Below is a list of content that the RDN and jurisdictions could check for to improve confidence that the performance targets are being met. Note that this is for general adherence to the performance target application, and does not guide the review of specific elements of rainwater management feature design.

- Summary of the assumed pre-development (i.e. natural), existing site conditions, and post-development site conditions, including the area of different land covers, the total impervious area, and the impervious area coverage as a percentage of the developed area.
- Explicit acknowledgement of the performance target values recommended in this study.
- An overview of the rainwater management features being proposed on site and how they address each category of the performance targets / water balance approach. A summary should be provided that states the actual baseflow release rate, retention volume, infiltration area, and flood detention volume achieved on site, and a comparison to the performance target values.
- Presence of retention and detention storage facilities meeting the volume requirements outlined in the performance targets, relative to the total development area. These features could be ponds, below-ground infrastructure, bioswales, rain gardens, etc. but their purpose should be clearly identified in the development applications.
- Presence of an outlet structure from the retention storage to meet the baseflow release rates described in the performance targets (e.g. a pipe with an orifice or other means of restricting outflow). The assumed outflow rate should be documented within the development application.
- Inclusion of features that encourage infiltration. If the recommended performance targets are met, at least 100 m² of infiltration area should be provided for every ha of impervious area (1.0% of the impervious area on the development site) in the upper and mid regions, and 120 m² in the lower region (1.2%).

- If the recommended performance targets cannot be met, clear justification of why, and what values of baseflow release rate, retention volume, infiltration area, and flood detention volume are achieved in the design. Typically, inability to achieve the recommended targets should not be an excuse to ignore them. Alternative targets should be proposed by the designers that meet the intent of the overall rainwater management objectives. The RDN may want to introduce a form of in-lieu payment where performance targets are not met, to encourage implementation. Funds could be applied to subwatershed / community level initiatives to enhance watershed health. Further discussion is provided in Section 2.2.4.

The above information should be tracked by the RDN to support monitoring and adaptive management of the performance target implementation.

2.2.3 Scale of Development

As per the RSRM, performance targets for rainwater management should be applied consistently and equitably across development within the RDN. However, how the performance targets are achieved will vary depending on the scale of development, and so the content of development applications that the RDN receives will likely vary.

- **Site level.** At the site level, performance targets will be achieved through the application of source controls. That is, rainwater management features that capture and retain water where it falls. For smaller residential and rural lots, predominant features would likely be the retention of pervious and vegetated areas, minimal traditional stormwater infrastructure (e.g. catch basins and pipes), and possibly constructed features such as rain gardens. Smaller lots will likely have the greatest challenge meeting the flood detention performance target. In larger multi-family residential, commercial, and industrial lots, rainwater management features should be more obvious and might include combinations of dedicated greenways, bioswales, rain gardens, infiltration trenches, permeable pavers, ponds or wetlands, or below-ground infrastructure with flow attenuation.
- **Neighbourhood level.** At the neighbourhood level (e.g. subdivisions), performance targets will be achieved by the aggregate of source controls applied at the site level, but will also provide additional opportunities for features that receive runoff from multiple lots. These centralized features can be beneficial additions since they can be designed and maintained more reliably but should be used in addition to source controls at the site level, and not substitutions for them. At the neighbourhood level, rainwater management features for road runoff will also apply. At this development scale, developers and planners need to work with the engineers early in the planning stages of the project to ensure adequate space for rainwater management is preserved.
- **Subwatershed or community level.** At the subwatershed or community level, further opportunities for regional, dispersed flood detention should be explored. This responsibility applies more to the RDN, Parksville, and Qualicum Beach than individual developers. It can provide the opportunity for strategic placement of facilities that can attenuate flood flows, and further mitigate effects of climate change on peak flows. Also, at the subwatershed level, other initiatives can be applied beyond the performance targets to improve watershed health (see

Section 2.3). At this scale, the RDN will be relying on private forestry to ensure their operations are working towards improving the water balance and improving watershed, and on MOTI for ensuring their road networks are incorporating rainwater management features.

2.2.4 Deviation from Targets

Deviation from the recommended performance targets may be required in certain situations, and should be reviewed on a case-by-case basis. In most situations, difficulty in achieving the target should not be sufficient rationale for doing nothing. Instead, the challenges or concerns should be submitted to the RDN for review along with a description of what measures are proposed, and what level of performance (baseflow release rate, retention volume, infiltration area, and flood detention volume) is being achieved. Scenarios that may require a variation in the target include:

- Targets are considered unnecessary due to discharge to marine waters.
 - The focus of the performance targets is ensuring watershed and stream health by targeting changes in runoff which ultimately discharge to streams. For developments that directly discharge to marine waters, the water quantity (peak flow and volume) targets are less critical. However, in this instance, consideration of erosion and of the water quality of the runoff remains important, and so some form of source controls are likely still needed.
- Infiltration target is deemed impractical due to site conditions.
 - Requests to deviate from the infiltration area performance targets might be received for lots where there is shallow bedrock present, a seasonally high groundwater table, or low infiltration rates. In these instances, supporting information should be provided to the RDN, including (as applicable): maps of the bedrock coverage, groundwater measurements, boreholes, soil type maps, infiltration tests, and geotechnical reports. In most cases, some infiltration should still be achievable, for example:
 - For lots with shallow bedrock, there may exist parts of the lot where some infiltration is achievable.
 - With seasonally high groundwater tables, infiltration would still occur when groundwater levels are low. Additional measures may be needed where groundwater quality is of concern, such as pre-treatment.
 - For low-permeability soils, features can be added to promote infiltration without surface ponding, such as reservoirs, subdrains or flow restrictors, or soil amendments (Metro Vancouver, 2012).
- Targets are considered risky due to water quality concerns.
 - Where the development is located in close proximity to wetlands, lakes, or other sensitive receiving watercourses and the land use of the proposed development could negatively impact water quality, additional retention or restrictions on infiltration and baseflow may be needed.

- While source control practices are important for groundwater recharge, care should also be taken to ensure that pollutants of concern are not entering groundwater, especially near drinking water wells. The use of source controls near wells and septic fields should be carefully considered by the designer. In most cases, performance targets should still be achievable, but may need to be located strategically, or have pre-treatment applied before infiltrated in areas with high-risk land uses.
- The nature of development should also be considered. Some commercial, industrial, or transportation land uses will generate more pollutants of concern.
- These concerns may not be apparent during the review of development applications, but may be identified through the monitoring and specific guidance added as part of future studies.
- Infiltration target is considered risky due to presence of steep slopes.
 - Where the development is located near the top of steep slopes, potential hazards should be identified and mitigated. In a natural watershed, infiltration is dispersed over an area, but on developed lots, that same amount of total infiltration is targeted in smaller, concentrated areas. When infiltration facilities are applied near steep slopes, the concentrated infiltration can pose a risk of slope failure. For these areas, geotechnical engineering advice should be retained. Potential solutions include applying setbacks, dispersing the infiltration, or modifying the design of the rainwater management features or the slopes to mitigate the risks.
- Infiltration target may cause nuisance flooding of utilities or underground parking.
 - Where the development is located in close proximity to utility trenches, underground parking, or other underground structures, high infiltration rates can increase risk of below-ground nuisance flooding. Infiltrated rainwater will preferentially follow the paths of least resistance and will often flow through the granular material used to surround underground utilities, or flood parkades or utility boxes. This is a bigger concern in denser urban centres. In these areas, potential paths of infiltrated water should be understood, and the infiltration targets may need to be adjusted.
- Performance targets are considered not applicable to the type of development.
 - The performance targets set out in this pilot study are focused on mitigating impacts due to an increase in residential, commercial and industrial development. The performance targets are not suited for other alterations to the landscape, such as forestry practices. In these cases, industry best management practices should be applied to avoid disturbance to the hydrologic response, to the degree possible.

2.2.5 Implementation Tools

The performance targets set out in this study are part of a pilot project to be applied in the French Creek Water Region. The pilot implementation of the targets will require close oversight from staff at the RDN, Parksville, and Qualicum Beach. To promote engagement, the RDN should consider public outreach and awareness campaigns about the pilot program, and consider offering incentives for participation.

For the application of performance targets to be successful in the long-term and in other areas of the RDN, a self-sustaining framework for implementation will be needed. This framework should be established following recommendations within the RSRM. The implementation of the performance targets in the French Creek Water Region should be used as a pilot for the RSRM’s recommendations. Key recommendations from the RSRM that should be considered in the French Creek Water Region are summarized in Table 2.5.

Table 2.5 Recommendations from the RSRM to support implementation of the pilot performance targets in the French Creek Water Region.

Category	RSRM Implementation Recommendation (EOR, 2022)
Policies	<ul style="list-style-type: none"> • T.14 Clarify roles and responsibility with MOTI regarding enforcement of new performance targets. • T.15 Create a memorandum of understanding with neighbouring municipalities (Qualicum Beach and Parksville) for applying rainwater management within the French Creek watershed. • T.16 Create an information sharing agreement with the province and Mosaic Forest Management to facilitate sharing of data for adaptive management.
Bylaws	<ul style="list-style-type: none"> • T.18 and T.19 – Amend the zoning bylaws to incorporate elements of better site design and more rainwater management friendly landscaping requirements. Bylaw 1285 is specific to Zone F within the French Creek Water Region and could be used as a pilot prior to amending Bylaw 500 which spans multiple regions.
Development Permit Applications	<ul style="list-style-type: none"> • T.21 – Amend the freshwater and fish habitat DPA to specify adherence to performance targets or amend the aquifer DPA for zone G, which is contained primarily within the French Creek Water Region.
Official Community Plans	<ul style="list-style-type: none"> • T.24 - Create draft wording around meeting updated rainwater management requirements for inclusion into OCPs when they are updated.
Strategic Planning	<ul style="list-style-type: none"> • T.28 – Create a rainwater strategy implementation group to oversee implementation of strategy across the region. This could be a scope of the current RDN rainwater working group. • T.29 – Regional Rainwater facility. Research feasibility of creating a regional facilities program to align with performance targets. • T.30 and T.31 – Continue to foster community partnership to help achieve watershed monitoring and continue to leverage community partnerships around education.
Development Approvals	<ul style="list-style-type: none"> • T.34 Conduct a review of development approvals process that require rainwater management within the RDN to clarify current procedures and identify and clarify all roles and responsibilities with respect to rainwater management and potential gaps in rainwater management requirements.

Category	RSRM Implementation Recommendation (EOR, 2022)
Asset Management Planning	<ul style="list-style-type: none"> T.37 Identify co-benefits of parkland assets for rainwater management. To help to adapt to climate change, parkland assets could be considered as part of the rainwater management strategy.
Education and Outreach	<ul style="list-style-type: none"> T.40 Host a workshop with the development community when new performance targets are implemented to provide clarity and justification.

2.3 Other Watershed Health Initiatives

Application and enforcement of the performance targets is important to restore and maintain the watershed’s natural water balance, but performance targets are tied to assumed development within the water region. Other initiatives should be pursued in the water region to improve overall watershed health and adapt to and mitigate climate change effects at a watershed scale. Initiatives could include:

- Vegetation retention and planting programs.
- Inclusion of rainwater management features into infrastructure programs, including road construction and rehabilitation.
- Protection of riparian corridors and enforcement of setbacks.
- Identifying and addressing areas of bank erosion, water quality issues and degraded instream habitat.
- Maintaining natural assets (forests, and wetlands).
- Integrating flood management into land use planning.
- Modelling and reducing agricultural and irrigation water demand.

Initiatives could be undertaken in partnership with local landowners, business, organizations, and First Nations. The cumulative effectiveness of the projects can be tracked against the metrics described in the monitoring section. Several initiatives are already underway and should be documented.

2.4 Potential Application to Other Water Regions

The purpose of the current project is to act as a pilot program. The performance targets that have been developed here are specific to the watersheds in the French Creek Water Region. Other water regions will have different performance targets that reflect the variability in land use and hydrologic parameters.

As noted in the RSRM, each water region should set performance targets developed through individual watershed studies. A similar modelling approach as used in Phase 1 of this pilot study can be applied to other watersheds. Based on the findings in this pilot study, the number of hydrologic model scenarios needed to determine the performance targets can be reduced to include those listed in Table 2.6. The

hydrologic modelling software used does not matter, as long as it can capture the essential components of the water balance needed to set the targets (i.e. groundwater, interflow, and surface runoff).

Table 2.6 Suggested hydrologic model scenarios to set performance targets elsewhere in the RDN.

Scenario	Development Condition	Climate Condition	Purpose
1	Pre-development (i.e. natural forested)	Current climate	To estimate the natural water balance prior to any development. The water balance defined in this scenario will be what the mitigation from Scenario 4 aims to achieve.
2	Current development	Current climate	To establish the baseline water balance under existing land development. Where sufficient data is available, this scenario will support calibration and validation of the hydrologic model.
3	Future development, no mitigation	Current climate	To assess the change in water balance due to land use change if no performance targets are applied.
4	Future development, with mitigation	Current climate	To determine the performance targets (baseflow release rate, retention volume, infiltration area, and flood detention volume) required to replicate the pre-development water balance from Scenario 1. This scenario will require several iterations to determine the performance target values.
5	Future development, with mitigation	Future climate	To see how well the performance targets can mitigate the effects of climate change on the water balance.

Developing performance targets for the other water regions will take time. The RDN may wish to apply performance targets in the interim to begin to improve watershed health until region-specific targets can be developed.

NHC reviewed the variability of soil type, topography, elevation, and land use across the RDN (Figure 2.2 to Figure 2.5). These are considered the most influential characteristics on the hydrology and setting of performance targets. The characteristics of the other water regions match most closely with the mid and upper regions of the French Creek Water Region, in particular:

- The steep, high-elevation areas in each water region are primarily zoned as conservation areas, forestry and resource areas, and parks and open space.
- The remainder of most of the water regions seem most similar to the mid region of the French Creek Water Region, consisting of smaller, dispersed development communities, and lacking the urban centres seen in the lower region of the French Creek Water Region.

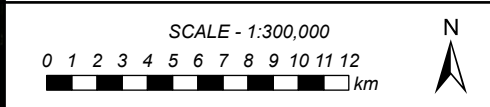
We recommend that until site-specific hydrologic modelling can be conducted in other water regions, the mid-region targets from French Creek can be applied. These are slightly more conservative than the lower region targets, so may also apply to areas with denser development until further studies are done.

Note that the land use and soil maps have some gaps in the data outside of the French Creek Water Region. These areas are outside of the project extent and have not been processed. Inclusion of these areas is not expected to change the recommendation.



- French Creek Water Region
- RDN Water Region
- Soil Type**
- Outwash
- Saturated
- Till

BACKGROUND - ESRI WORLD IMAGERY, INSET - WORLDS TOPOGRAPHIC, ELEVATION DATA - CDEM, LAND USE - GOVERNMENT OF CANADA, SOIL POLYGONS - GEO BC



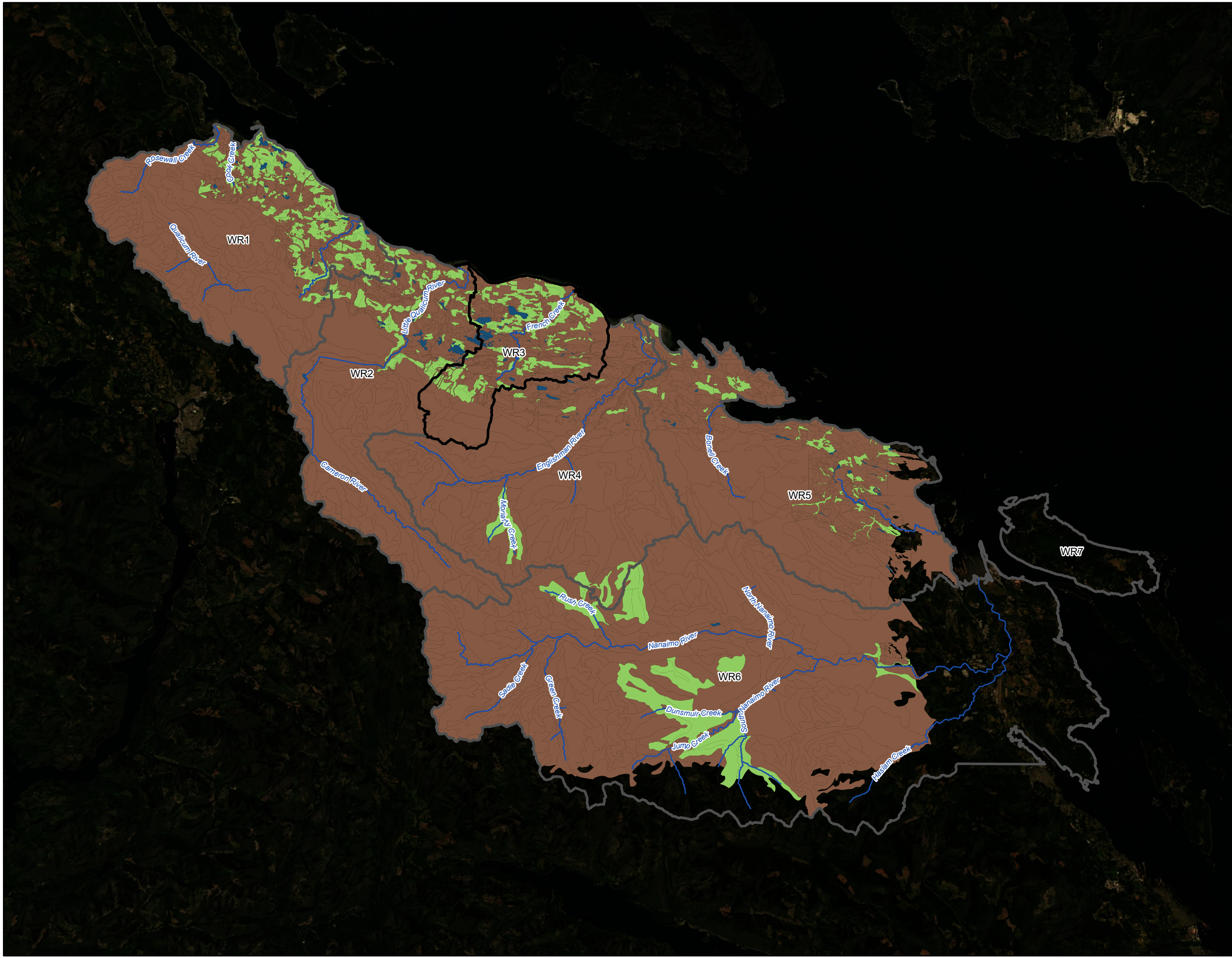
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Units: METRES; Vertical Datum: CGVD28

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**FRENCH CREEK
RAINFALL MANAGEMENT**

SOIL TYPE

FIGURE 2.2





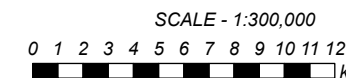
- French Creek Water Region
- RDN Water Region

Layer

Slope Raster

- 0 - 6
- 6 - 15
- >15 %

BACKGROUND - ESRI WORLD IMAGERY, INSET - WORLDS TOPOGRAPHIC, ELEVATION DATA - GDEM, LAND USE - GOVERNMENT OF CANADA, SOIL POLYGONS - GEO BC



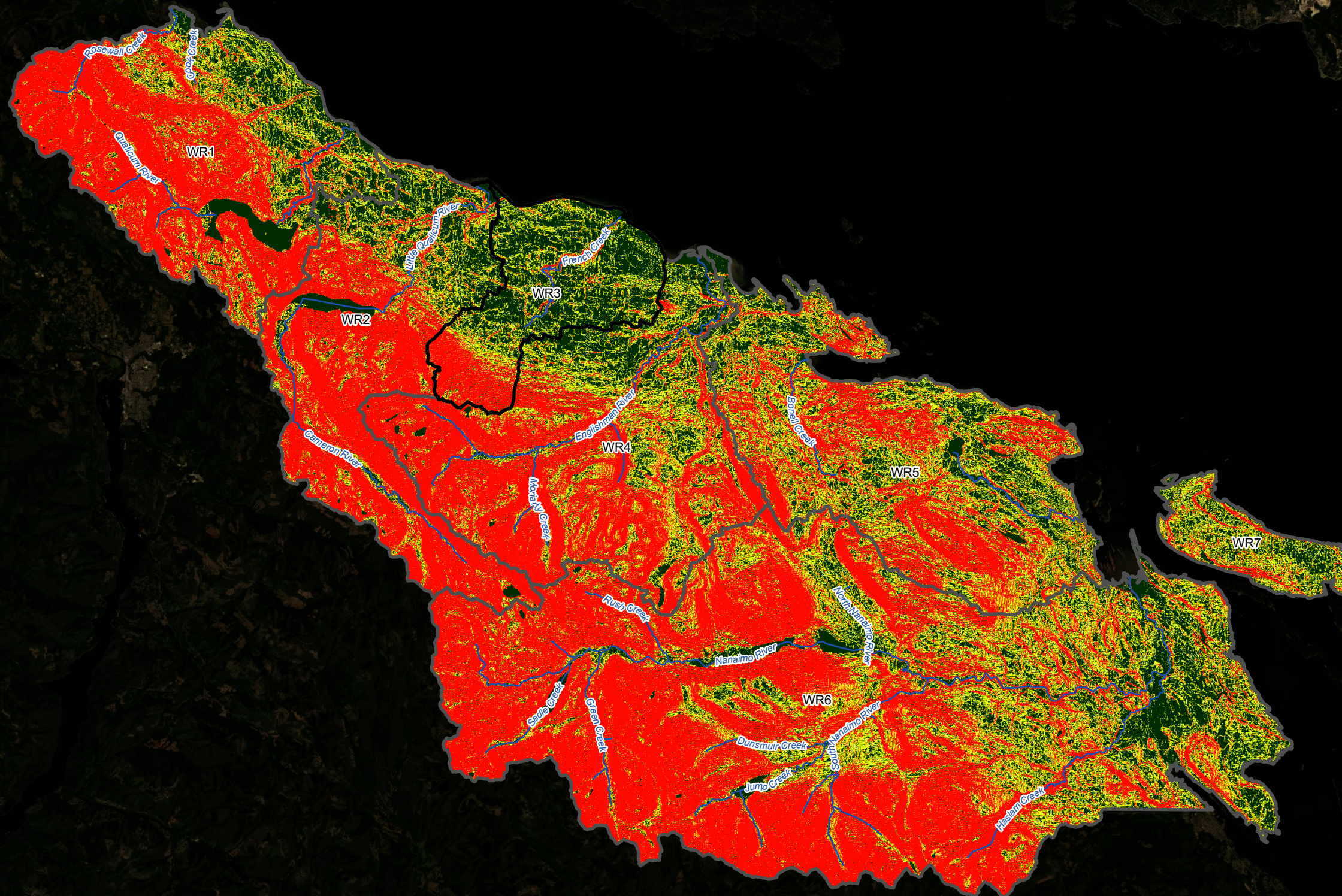
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FRENCH CREEK RAINFALL MANAGEMENT

SLOPE RASTER

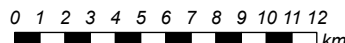

FIGURE 2.3





French Creek Water Region
 RDN Water Region
 Digital Elevation Model
 Units (m)
 1815
 0

BACKGROUND - ESRI WORLD IMAGERY, INSET - WORLDS TOPOGRAPHIC, ELEVATION DATA - CDEM, LAND USE - GOVERNMENT OF CANADA, SOIL POLYGONS - GEO BC

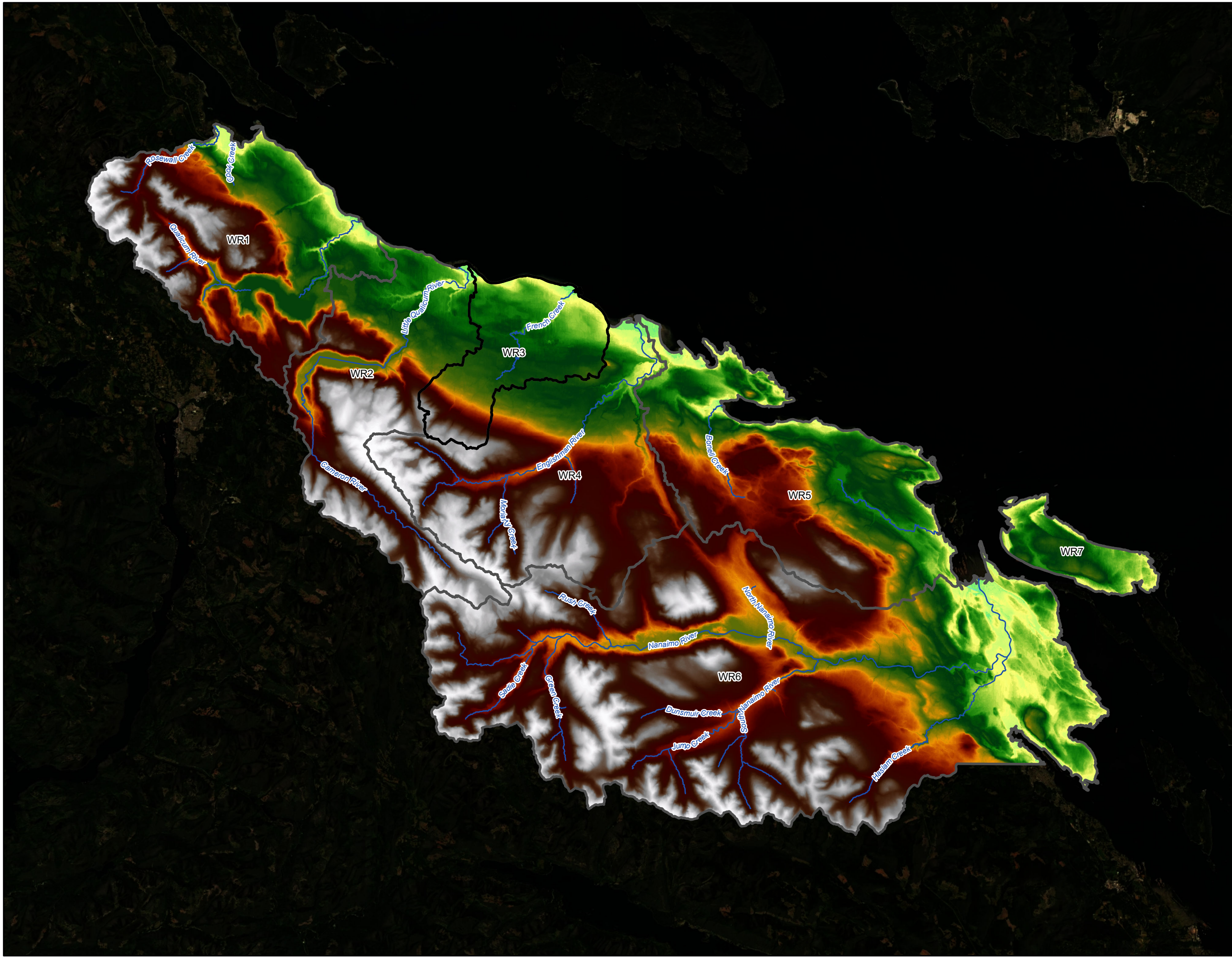
SCALE - 1:300,000



Coordinate System: NAD 1983 CSRS UTM ZONE 10N
Units: METRES; Vertical Datum: CGVD28

Job: 3006259 | Date: 04-NOV-2022

**FRENCH CREEK
RAINFALL MANAGEMENT
DIGITAL ELEVATION
MODEL**

FIGURE 2.4

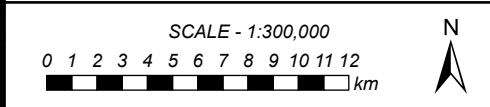


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- French Creek Water Region
- RDN Water Region
- Land Use
- Agriculture, Rural, Rural Residential
- Commercial, CD-18 Alberni Highway Mini Storage
- Comprehensive Developments
- Conservation Zones, Forestry/Resource, Parks and Open Space, Resource Management
- Industrial, Salvage and Wrecking
- Institutional/Community Facility
- Village Residential, Residential, Manufacture Home Park
- Water

BACKGROUND - ESRI WORLD IMAGERY, INSET - WORLD TOPOGRAPHIC, ELEVATION DATA - GDEM, LAND USE - GOVERNMENT OF CANADA, SOIL POLYGONS - GEO BC

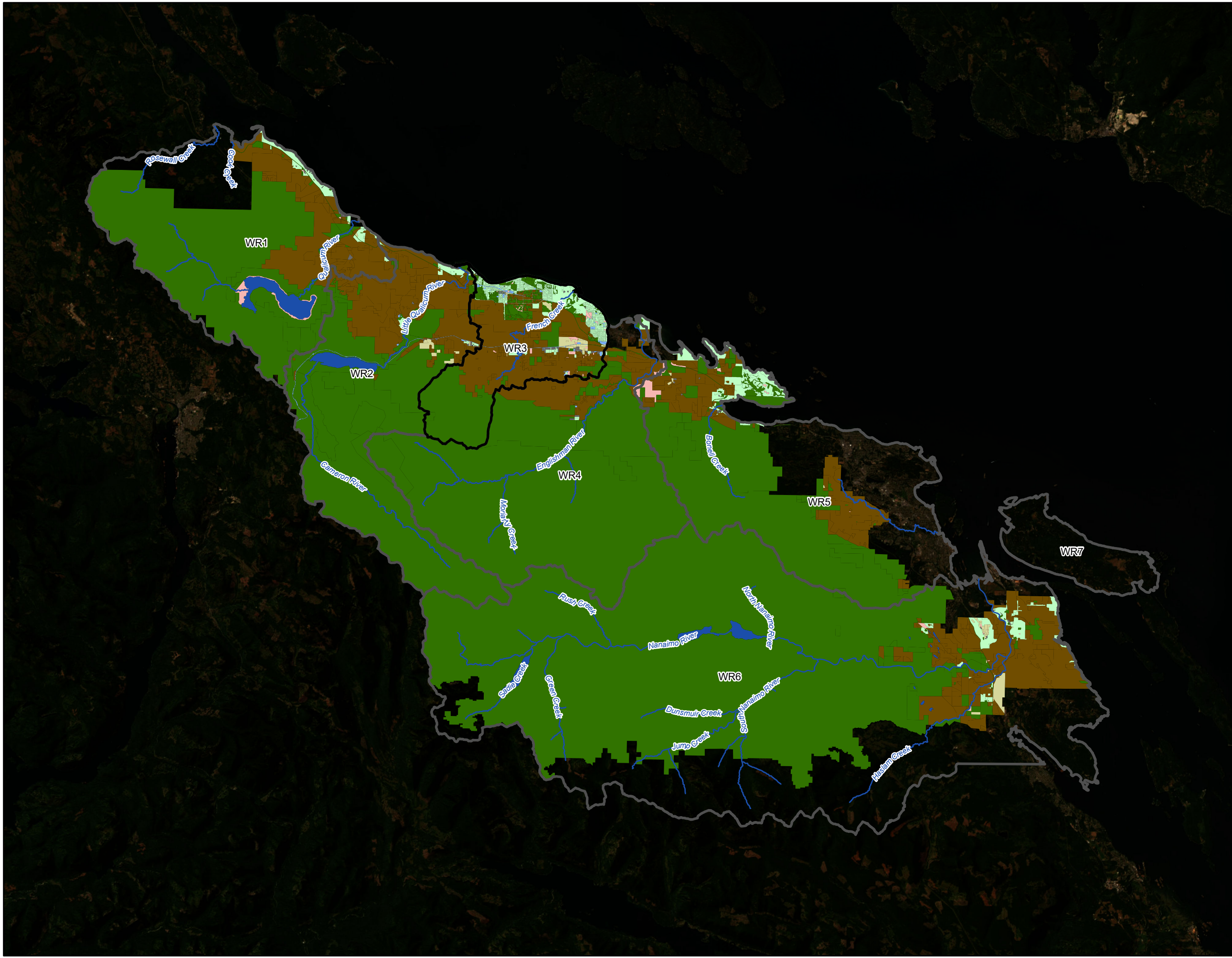


Coordinate System: NAD 1983 CSRS UTM ZONE 10N
Units: METRES; Vertical Datum: CGVD28

Job: 3006259 | Date: 20-DEC-2022

**FRENCH CREEK
RAINFALL MANAGEMENT
LAND USE**

FIGURE 2.5



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3 MONITORING

3.1 Recommended Approach

To evaluate the effectiveness of the performance targets on improving watershed health over time, a monitoring network is needed to periodically compare conditions in the future with baseline (current) conditions. Monitoring specific to achieving a natural water balance through rainwater management is difficult to perform due to multiple compounding factors (i.e. groundwater extraction, multi-decadal time-scale for meaningful change, the effects of climate change, etc.). The monitoring therefore focuses on metrics which help to understand overall watershed health and the influence of rainwater management.

Metro Vancouver has completed work to support effectiveness monitoring of Integrated Stormwater Management Planning within a Monitoring and Adaptive Management Framework (MAMF), and it has been applied to a wide range of watersheds in coastal BC. We recommend that similar approaches be adopted within the RDN. This will also encourage knowledge-sharing between jurisdictions so that monitoring and adaptive management can incorporate lessons learned.

Within the French Creek Water Region, we recommend that a strategic hydrometric and water quality monitoring network be set up to track the effectiveness of the performance targets on improving watershed health. Monitoring would typically be applied on natural watercourses, as opposed to piped systems.

The monitoring should follow the approaches outlined within the MAMF. Under this approach, continuous hydrometric data would be collected and analyzed at key locations within the French Creek Water Region, and key metrics be compared to baseline (current) conditions. The hydrologic metrics would include (Metro Vancouver, 2014):

1. **T_{Qmean}**. Proportion of the year that daily discharge exceeds annual average discharge.
2. **Low pulse count and low pulse duration**. Number of times daily discharge is less than half the mean annual discharge, and average duration of these events.
3. **7-day summer low flow**. Average of daily discharge between July and September where rainfall in the prior 7 days is not more than 1 mm.
4. **High pulse count and high pulse duration**. Number of times daily discharge exceeds twice the mean annual discharge, and the annual duration of these events.

Water quality and benthic invertebrate monitoring should also be conducted in accordance with the methodology in the MAMF. Under this approach, water quality sampling is conducted weekly over a 5-week period in both the wet and dry seasons. Benthic invertebrate sampling is also conducted to determine the benthic index for biotic integrity (B-IBI) score. The water quality parameters and metrics can be adjusted to suit the RDN's needs, but the MAMF provides well defined categories for assessing whether results are either good, satisfactory, or needing attention, developed with watershed health specifically in mind.

Trends in the hydrologic metrics, water quality parameters, and B-IBI scores support adaptive management by indicating whether the performance targets are effective at improving watershed health, or whether they need to be revisited.

The sections below describe the availability of historical monitoring data, and describe a recommended monitoring network to provide the data needed to evaluate the performance targets.

3.2 Monitoring Network

Interpreting whether the implementation of the proposed performance targets is effective can only be made where there is sufficient data available. Therefore, an extensive network of hydrometric, water quality, and B-IBI monitoring is recommended for this pilot study. Data collection should begin immediately to establish an understanding of the current (baseline) conditions within the water region.

3.2.1 Existing and Past Monitoring Locations

Where feasible, monitoring should be done in locations where information has been collected in the past to maximize the data record length. We reviewed locations where hydrometric, water quality, and B-IBI data is being collected or has been collected in the past. Unfortunately, the French Creek Water Region does not have any high quality, long-term hydrometric data records. Existing and past monitoring locations are summarized in Table 3.1 and shown in Figure 3.1.

Table 3.1 Existing Hydrometric Monitoring Network

Station Name	Station ID	Parameters	Data Frequency	Station Record	Owner	Status
French Creek DS of Barclay Cres	08HB0021	Stage, Flow	Hourly	August 2018 – Present	BC ENV	Active
Morningstar Creek at Lee Rd	08HB0026	Stage, Flow	Field Measurements	July 2019	BC ENV	Unknown
French Creek near Miller Rd	08HB0014	Stage	Hourly Data	August 2012 to October 2017	BC ENV	Unknown
Beach Creek at Hensworth Road	08HB0031	Flow, Stage	Field Measurements	June 2021 – February 2022	BC ENV	Unknown
French Creek above Pumphouse	08HB087	Flow	Daily Data	1989 - 1996, Seasonal (Jan-Mar)	WSC	Discontinued
French Creek at Coombs	08HB038	Flow	Daily Data	1969 - 1971, 1983 - 1989, Seasonal (Apr-Sept)	WSC	Discontinued

Table 3.2 Existing Water Quality Monitoring Network

Station Name	Station ID	Parameters	Data Frequency	Station Record	Owner	Status
French Creek at New Highway	E243021	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity, Nutrients, Metals, Biological Indicators	Weekly during seasonal flows (fall high flows and summer low flows) Monthly otherwise	2000-2002 ¹ , 2011-2022	BC EMS (2000-2002), RDN/FFCCS (2011-2022)	Program currently active under RDN/FFCCS.
French Creek at Barclay Bridge	E243022	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity, Nutrients, Metals, Biological Indicators	Weekly during seasonal flows (fall high flows and summer low flows) Monthly otherwise	2000-2002 ¹ , 2011-2022	BC EMS (2000-2002), RDN/FFCCS (2011-2022)	Program currently active under RDN/FFCCS.
French Creek at Coombs	E243025	Physical, carbon, nutrients, metals, biological indicators	Weekly during seasonal flows (fall high flows and summer low flows) Monthly otherwise	2000-2002	BC EMS	Discontinued
French Creek at Grafton Road	E243024	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity, Nutrients, Metals, Biological Indicators	Weekly during seasonal flows (fall high flows and summer low flows) Monthly otherwise	2000-2002 ¹ , 2011-2022	BC EMS (2000-2002), RDN/FFCCS (2011-2022)	Program currently active under RDN/FFCCS
French Creek at Winchester Road	E243023	Physical, carbon, nutrients, metals, biological indicators	Weekly during seasonal flows (fall high flows and summer low flows) Monthly otherwise	2000-2002	BC EMS	Discontinued
Grandon Creek at West Crescent	E288090	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity	Seasonal grab samples	2011-2022	QBS	Program currently active with FFCCS
Grandon Creek at Laburnum Road	E288091	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity	Seasonal grab samples	2011-2022	QBS	Program currently active with FFCCS

Station Name	Station ID	Parameters	Data Frequency	Station Record	Owner	Status
Beach Creek near Chester Road	E288092	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity	Seasonal grab samples	2011-2022	QBS	Program currently active with FFCCS
Beach Creek near Memorial Golf	E299093	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity	Seasonal grab samples	2011-2022	QBS	Program currently active with FFCCS
Morningstar Creek u/s Lee Rd W	E318151	Water Temperature, Dissolved Oxygen, Specific Conductivity, Turbidity	Seasonal grab samples	2018-2020	FFCCS	Program currently active with FFCCS

Notes:

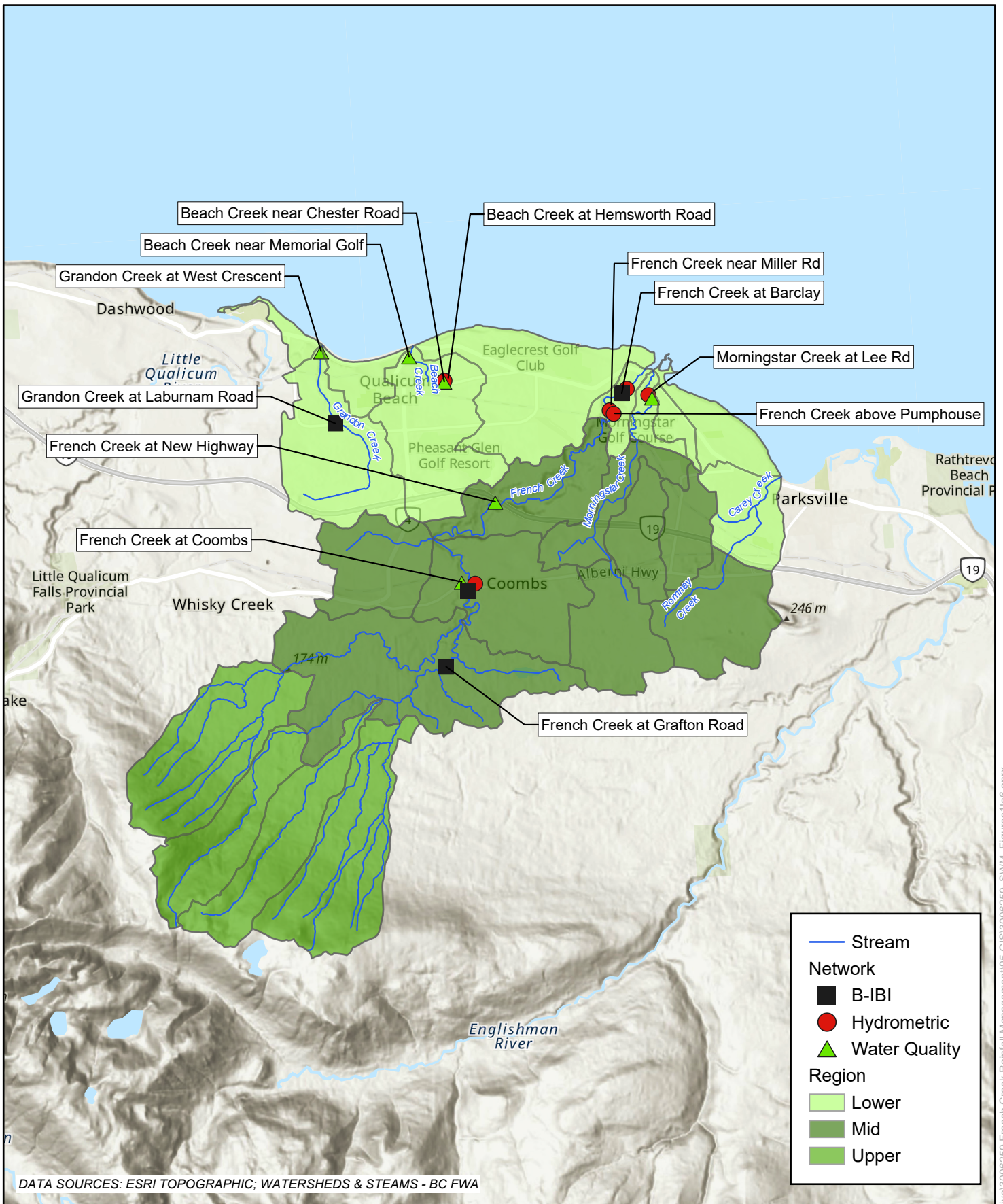
1. Turbidity, nutrients, metals and biological indicators limited to 2000-20002 monitoring program
2. FFCCS = Friends of French Creek Conservation Society; QBS = Qualicum Beach Streamkeepers

Table 3.3 Benthic Invertebrate Monitoring Network

Station Name	ID	Station Record	Owner
French Creek at Barclay	CABIN NAL-FREN-01	2010	ECCC
French Creek at Highway	CABIN NAL-FREN-02	2010, 2019 (RDN-ENV)	ECCC
French Creek at Coombs	CABIN NAL-FREN-03	2010	ECCC
Grandon Creek at Laburnum Road	E288091	2019	RDN
Grandon Creek at West Crescents	n/a	2019	RDN
French Creek at Grafton Road	E243024	2019	RDN
Beach Creek at Hemsworth	n/a	2022	RDN

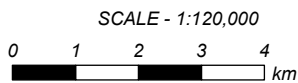
Notes:

1. The list above was provided by the RDN and may not be exhaustive of all sites sampled.



DATA SOURCES: ESRI TOPOGRAPHIC; WATERSHEDS & STEAMS - BC FWA

	Stream
Network	
	B-IBI
	Hydrometric
	Water Quality
Region	
	Lower
	Mid
	Upper



FRENCH CREEK RAINFALL MANAGEMENT

EXISTING AND HISTORIC MONITORING LOCATIONS IN FRENCH CREEK WATER REGION



Coordinate System: NAD 1983 CSRS UTM ZONE 9N
Units: METRES

Job: 3006259

Date: 17-NOV-2022

FIGURE 3.1

3.2.2 Recommended Monitoring Network

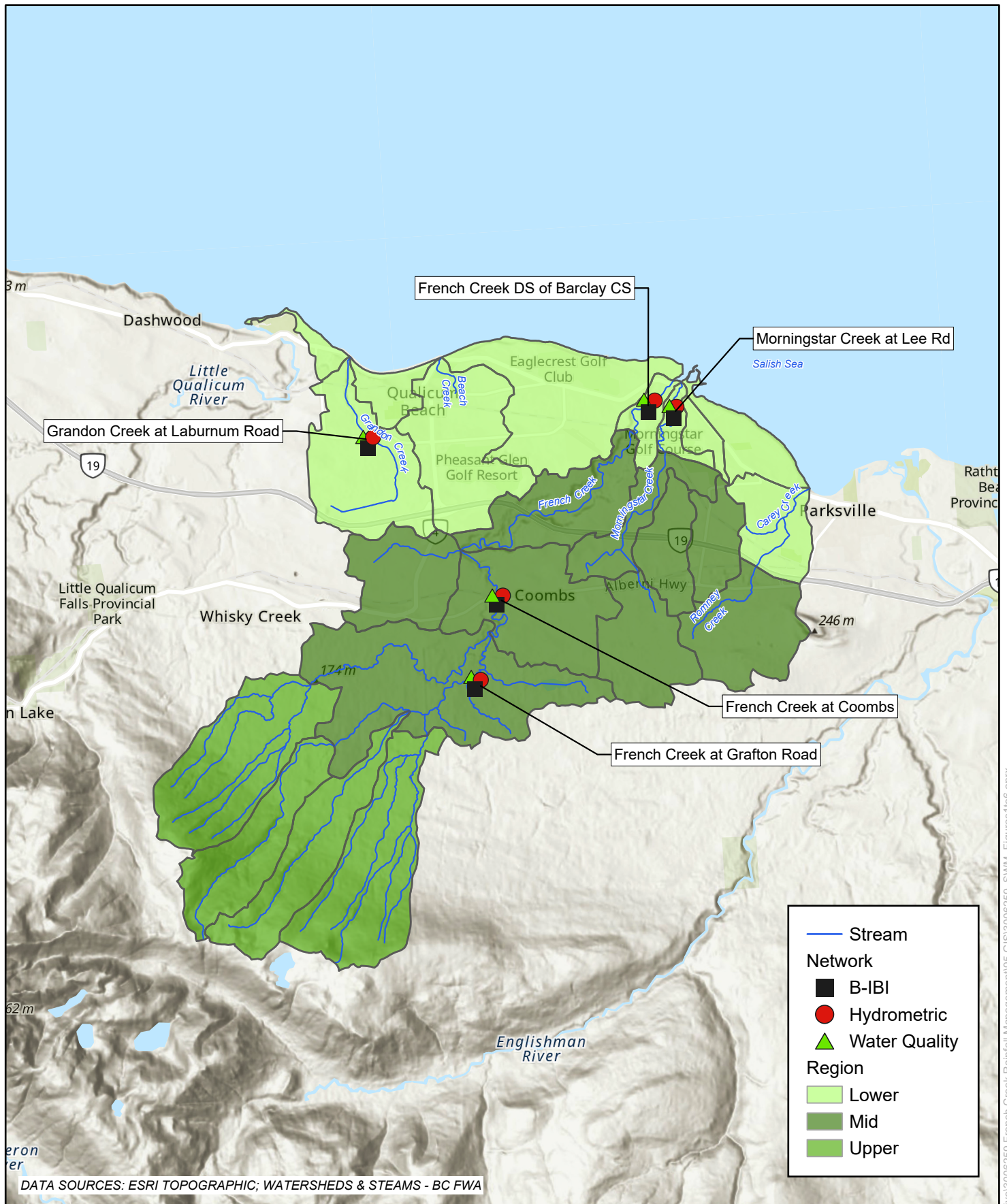
The recommended monitoring network is shown described in Table 3.4 and shown in Figure 3.2. To achieve the objectives of the pilot program, we recommend hydrometric, water quality, and B-IBI data be collected at all locations. This will assist in the interpretation of observed trends. The network utilizes locations where hydrometric, water quality, and B-IBI data has been collected in the past, where applicable. Data that has been collected previously should undergo quality assurance reviews prior to its use along with new data. The recommended network supports the objectives of the performance targets. Existing water quality programs elsewhere in the water region should be continued, but are not listed here.

Table 3.4 Recommended monitoring network.

Type	Location	New/Existing	Comments
Hydrometric Water quality B-IBI	French Creek Downstream of Barclay Cres (08HB0021)	Existing hydrometric and water quality; new B-IBI	<ul style="list-style-type: none"> Partnership with BC ENV should be maintained such that hydrometric data continues to be collected. Gauge provides an indication of baseline and changes downstream of mid-region, but use of data collected to date requires QA/QC. Continue water quality monitoring Reinstate B-IBI sampling
Hydrometric Water quality B-IBI	French Creek at Coombs	New	<ul style="list-style-type: none"> Reinstate a gauge at French Creek at Coombs (previously WSC 08HB038). Historical data can be compared to new gauge. Provides indication of potential development within Coombs. Reinstate water quality monitoring Reinstate B-IBI sampling – last sample was Fall 2010
Hydrometric Water quality B-IBI	French Creek at Grafton Road	New	<ul style="list-style-type: none"> Install a gauge which corresponds to the location with active water quality and B-IBI monitoring. Will provide an indication of the baseline of the upper water region. Continue water quality monitoring Continue B-IBI sampling
Hydrometric Water quality B-IBI	Grandon Creek at Laburnum Road	New	<ul style="list-style-type: none"> Install a gauge which corresponds to the location with active water quality and B-IBI monitoring. Will provide an indication of the lower water region. Continue water quality monitoring Continue B-IBI sampling
Hydrometric Water quality B-IBI	Morningstar Creek at Lee Road	New	<ul style="list-style-type: none"> Install a gauge which corresponds to the location with active water quality monitoring Continue water quality monitoring Implement B-IBI sampling

Notes:

- Water quality parameters to be analyzed should include dissolved oxygen, pH, water temperature, conductivity, turbidity, nitrate as nitrogen, e. coli, fecal coliforms, total iron, total copper, lead, zinc and cadmium.



	Stream
Network	
	B-IBI
	Hydrometric
	Water Quality
Region	
	Lower
	Mid
	Upper

DATA SOURCES: ESRI TOPOGRAPHIC; WATERSHEDS & STEAMS - BC FWA

REGIONAL DISTRICT OF NANAIMO

nhc
northwest hydraulic consultants

SCALE - 1:120,000

Coordinate System: NAD 1983 CSRS UTM ZONE 9N
Units: METRES

Job: 3006259 Date: 13-NOV-2022

FRENCH CREEK RAINFALL MANAGEMENT

RECOMMENDED MONITORING NETWORK FOR FRENCH CREEK WATER REGION

FIGURE 3.2

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3.2.3 Timing and Quality of Data Collection

For the collection and review of data to be effective, it needs to be of sufficient length and quality to identify trends. Notes on the timing and quality of the recommended monitoring program is summarized below, following the guidelines from Metro Vancouver’s Monitoring and Adaptive Management Framework (Metro Vancouver, 2014). The RDN should engage with Metro Vancouver to discuss successes and challenges associated with the monitoring programs outlined in that document. Community and streamkeeper groups within the RDN should be utilized for data collection when possible; however, they should be trained by qualified professionals to ensure reliability of the data. This is particularly important for hydrometric data, which is subject to rating curve shifts and other changes that must be accounted for.

- **Hydrometric data**
 - Stations should be built and maintained in accordance with guidance in the Manual of British Columbia Hydrometric Standards (MOECCS, 2018). Sufficient budget should be allocated so that rating curves (relationship of water level and discharge) can be created and maintained at each site, and that proper quality assurance and control checks can be done.
 - For the purposes of the pilot program, data should be collected continuously for a minimum period of 5 years. To adequately monitor changes to the watershed, we strongly recommend data is collected indefinitely.
- **Water quality monitoring**
 - Water quality sampling should be done twice a year: once in the wet season (November to February) and once in the dry season (July to August). In each season, samples should be collected once a week for 5 weeks, consisting of both in situ and laboratory tests.
 - Sampling budgets should account for blank and replicate samples, needed for quality assurance and quality control.
 - Water quality sampling should be completed by a qualified environmental professional.
 - Assessment of water quality results can be compared with Table 4 in the Metro Vancouver framework (Metro Vancouver, 2014), which classifies the results as either good, satisfactory, or needs attention. These ranges were developed specifically for evaluating watershed health.
- **B-IBI monitoring**
 - At locations where B-IBI sampling has been done before, the location and timing of those previous samples should be maintained in the future. For proposed monitoring locations, sampling should be done in the late summer to early fall. This can likely coincide with the end of the water quality sampling program in the dry period.
 - Sampling should be completed by a qualified environmental professional, and analyzed by a qualified taxonomist.
 - Trends in species composition and diversity should be reviewed to identify trends.

3.3 Additional Effectiveness Tracking

Collecting and comparing hydrometric and water quality data to a baseline condition provides a quantitative indication of changes to the watershed, and to identify when adaptive management is needed. However, the organized tracking of other items can help more quickly identify and catalogue the benefits and challenges of the implementation of performance targets. Other items that the RDN should track include the following.

1. The number of development applications received that are or are not implementing rainwater management.
2. Feedback received from land owners, developers, and private industry on understanding and incorporating features to meet the performance targets.
3. Using select sites implementing rainwater management features to meet the performance targets for site-scale effectiveness monitoring. Incentives could be provided to developers opting in to this type of program.
4. Periodic collection of high-resolution aerial imagery. Land use and riparian changes can be reviewed along with hydrometric and water quality data to better interpret trends in the results.
5. GIS analysis of total vegetative cover in the water region.
6. GIS analysis of intact riparian areas in the water region.
7. Internal tracking of watershed restoration initiatives that are planned, started, completed, or stalled, along with detail on what worked and did not.

4 ADAPTIVE MANAGEMENT

Results from the monitoring and additional effectiveness tracking described in Section 3 should be periodically reviewed to determine whether changes to the rainwater management approach are necessary. Given the timeline over which development occurs, it will likely take several years for trends to be detectable in the hydrometric, water quality and B-IBI data. Over this period, it will be important to limit deviations from the recommended performance targets. Aspects of the monitoring program that should be reviewed periodically to assess whether changes to the approach are needed are summarized below.

- **Persistent trends in hydrometric, water quality and B-IBI data.** If trends towards improvement are seen, performance target implementation is likely on track and effective. If adverse trends are seen, such as increase in stream flashiness, reductions in baseflow, and increases in high and low pulse counts, it may indicate that the performance targets are not being implemented, or that they are not aggressive enough to counter the effects of development. Relating the trends to observations from aerial imagery and GIS analysis of vegetative cover and intact riparian areas can inform the type of adjustments to the target that may be needed. Given the timeline over which development occurs and translates to changes in watershed response, these effects are likely to appear over a 3 to 5 year time horizon. If pilot programs are initiated to monitor

effectiveness at the site level (see Section 3.3), the results of those programs can be used to further interpret the trends.

- **Number of development applications requesting variances from the performance targets.** Tracking and cataloguing the number of development applications that request variances can be an indicator of whether there are practical challenges experienced by developers. The type of challenges noted by developers can indicate whether the performance targets need to be adjusted, or whether additional performance targets are needed to address common site-related challenges, such as shallow bedrock or high groundwater tables. At the start of implementation, there are likely to be more variance requests as developers, planners, and engineers become familiar with the performance targets and what rainwater management techniques are applicable to achieve them. Over this period, the RDN may need to provide additional support and education about the program’s intent.

The type of response needed for observations from the above categories will depend on the trends that are observed. For example,

- Adverse trends in the hydrologic metrics: revision of performance targets or supplemental watershed restoration initiatives.
- Adverse trends in water quality / B-IBI: further study to assess water quality parameters of most concern, identification of the sources, and potential addition of formal rainwater treatment targets.
- Loss of vegetative coverage: implementation of requirements for vegetation retention in developments.
- Loss of intact riparian areas: creation and enforcement of riparian setbacks.
- Challenges in meeting performance targets in certain types of development: further detail provided to developers and designers on source control design and best management practices for rainwater management.

Over the course of the pilot program, collection and organization of information will be critical to support adaptive management. We recommend the RDN designates internal staff resources towards the tracking of this information.

5 RECOMMENDATIONS AND CONCLUSIONS

The key findings and recommendations of the Phase 2 study are summarized below.

1. The recommended performance targets to be applied to the French Creek Water Region are based on mitigating the effects of future development to pre-development (i.e. natural) conditions.
2. The recommended performance targets will provide some mitigation of the effects of climate change, resulting in an improvement of the water balance over current conditions, but cannot replicate the water balance associated with pre-development conditions. Further mitigation of

climate change effects may be achieved through targeted watershed restoration initiatives, and regional flood detention systems.

3. Until watershed-specific hydrologic modelling of other water regions can be done, the performance targets for the mid region of the French Creek Water Region may be adopted elsewhere in the RDN.
4. The RDN will need to work closely with MOTI, Parksville, and Qualicum Beach to ensure the performance targets are communicated to developers, and made a requirement of all development within the French Creek Water Region. The RDN should be kept informed of all development applications received, and review using the guidelines listed in Section 2.2.2.
5. Requests for variation of the targets may be received, especially early on in the pilot program when stakeholders will be less familiar with methods of how to achieve the targets. The RDN and other jurisdictions may need to initiate engagement and outreach programs to educate stakeholders on the pilot program and the intent of the performance targets. In most cases, deviations from the performance targets should not be necessary. In rare cases where the targets cannot be met, substitutions may be considered, but exemptions should not be permitted.
6. A network of hydrometric, water quality, and B-IBI monitoring should be established as soon as possible to develop the baseline conditions within the watershed. The recommended network builds on existing monitoring locations. For the pilot program to be effective, collection of continuous, high quality data should be collected for a minimum of 5 years, and preferably continued beyond that point.
7. Trends in hydrologic metrics, water quality, and B-IBI scores should be reviewed against criteria from Metro Vancouver’s monitoring framework (Metro Vancouver, 2014). We recommend that the RDN consults with Metro Vancouver on successes and challenges they have seen in areas similar to the French Creek Water Region in order to support knowledge-sharing.
8. In addition to quantitative data, the RDN should track and catalogue all feedback from stakeholders about successes and challenges implementing the recommended performance targets, conduct GIS analyses of changes in the watershed, and catalogue all additional watershed restoration initiatives occurring in the French Creek Water Region.
9. Adaptive management will depend on the review and understanding of changes being observed in the watershed. Many trends will not be immediately apparent, as changes will rely on changes due to development being translated into watershed response. We recommend the RDN designates dedicated staff to the pilot program to maximize its effectiveness.

6 REFERENCES

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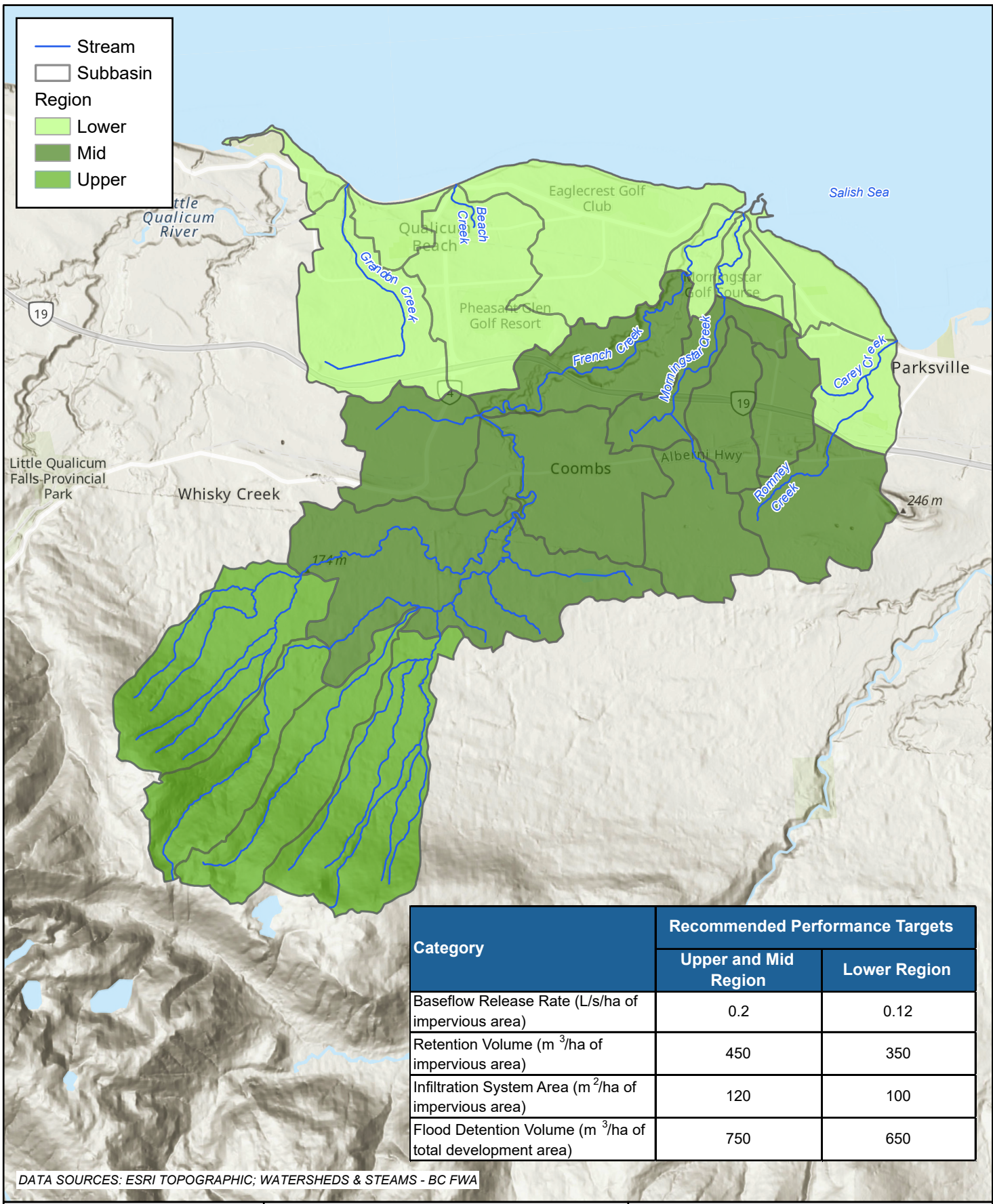
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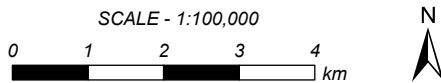
APPENDIX A

RECOMMENDED PERFORMANCE TARGETS – FRENCH CREEK WATER REGION



Category	Recommended Performance Targets	
	Upper and Mid Region	Lower Region
Baseflow Release Rate (L/s/ha of impervious area)	0.2	0.12
Retention Volume (m ³ /ha of impervious area)	450	350
Infiltration System Area (m ² /ha of impervious area)	120	100
Flood Detention Volume (m ³ /ha of total development area)	750	650

DATA SOURCES: ESRI TOPOGRAPHIC; WATERSHEDS & STEAMS - BC FWA



**FRENCH CREEK
RAINFALL MANAGEMENT
RECOMMENDED PERFORMANCE
TARGETS**



Coordinate System: NAD 1983 CSRS UTM ZONE 9N
Units: METRES
Job: 3006259 Date: 14-NOV-2022

FIGURE A1

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**PL2020-126 AMENDMENT APPLICATION
3131 and 3141 GALLOWAY GULCH, ELECTORAL AREA C
AMENDMENT BYLAW 500.435, 2021 - ADOPTION**

RECOMMENDATIONS

1. That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.435, 2021”.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from Seward Developments Ltd., on behalf of Janet Marie Sturek and Michael Wolfgang Schluessel to rezone the subject property to facilitate a two-lot subdivision by requesting to reduce the minimum parcel size from 2.0 hectares to 1.0 hectares. To accomplish this, this applicant is requesting to amend the subdivision district of the subject property from Rural 1 (RU1), Subdivision District ‘D’ to RU1, Subdivision District ‘F’.

The subject property is legally described as Lot 4, Section 16, Range 3, Mountain District, Plan 30151; is approximately 2.03 hectares in size and contains one dwelling unit, one detached “unrecognized” suite and an accessory building.

“Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.435, 2021” (Bylaw 500.435), was introduced and given first and second reading on September 28, 2021 (see Attachment 1 - Proposed Amendment Bylaw 500.435, 2021). The Board waived the requirement for a Public Hearing in accordance with Section 464 of the *Local Government Act* as the proposal is consistent with “Regional District of Nanaimo East Wellington – Pleasant Valley Official Community Plan Bylaw No. 1055, 1997” (OCP). Notification of the Board’s intent to consider third reading of Bylaw 500.435 has been completed pursuant to Section 467 of the *Local Government Act*. Bylaw 500.435 was granted third reading by the Board on October 26, 2021.

Procedural Implications

As a condition of rezoning approval, and prior to the adoption of Bylaw 500.435, the applicant was required to, and has now completed the following conditions:

1. The applicant shall provide a voluntary community amenity contribution in the amount of \$1500 to be earmarked for use towards the development of the Anders and Dorrit’s Community Park project within Electoral Area C.
2. The applicant shall register, at the applicant’s expense, a Section 219 Covenant on the property title of each Lot A and Lot B, limiting any new parcel created through subdivision to be no less than 1.0 hectare and to prohibit further subdivision.

3. The applicant shall register, at the applicant's expense, a Section 219 Covenant on the property title requiring the owner of proposed Lot B, to install a rainwater harvesting system as part of a building permit for a dwelling unit and associated suite. Prior to building occupancy being granted, the Permittee shall provide written confirmation, prepared by a qualified professional and to the satisfaction of the General Manager of Development and Emergency Services, that the rainwater harvesting system for non-potable water was installed by a qualified professional in accordance with the RDN's Rainwater Harvesting Best Practices Guidebook, and is fully operational.
4. The applicant is required to register, at the applicant's expense, a Section 219 Covenant on the property title stating no subdivision shall occur until such time that a report from a Professional Engineer (registered in BC) has been completed to the satisfaction of the Regional District of Nanaimo confirming that the wells have been pump tested and certified including well head protection, and that the water meets Canadian Drinking Water Standards in accordance with "Board Policy B1.21 – Groundwater – Application Requirements for Rezoning of Un-serviced Lands". Any new well is to be constructed tested and a final well report to the satisfaction of the RDN must be submitted prior to final approval of subdivision.

Following the waiving of a Public Hearing, no further submissions or comments from the public or interested persons can be accepted by members of the Board, as established by legal precedent. The applicant has satisfied the conditions of approval. As such, the Bylaw is presented to the Board for consideration for adoption.

FINANCIAL IMPLICATIONS

The proposed development has been reviewed and has no implications related to the Board 2022-2026 Financial Plan.

STRATEGIC PLAN ALIGNMENT

The proposed development is in keeping with the 2019-2022 Board's key strategic area related to economic coordination as it provides a local economic development opportunity.

REVIEWED BY:

G. Keller, A/Manager, Current Planning
L. Grant, General Manager, Planning and Development
D. Holmes, Chief Administrative Officer

ATTACHMENTS:

1. Proposed Amendment Bylaw No. 500.435, 2021

Attachment 1
Proposed Amendment Bylaw No. 500.435, 2021

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**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.435**

**A Bylaw to Amend Regional District of Nanaimo
Land Use and Subdivision Bylaw No. 500, 1987**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.435, 2021”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
 - 1. **Schedule 4A – Subdivision District Maps** by amending the Subdivision District from Subdivision District ‘D’ to Subdivision District ‘F’ as shown on Schedule ‘1’, which is attached to and forms part of this Bylaw for the lands legally described as:

Lot 4, Section 16, Range 3, Mountain District; Plan 30151

Introduced and read two times this 28th day of September, 2021.

Public Hearing waived in accordance with Section 467 of the *Local Government Act*.

Read a third time this 26th day of October 2021.

Adopted this ___ day of _____ 20XX.

Chair

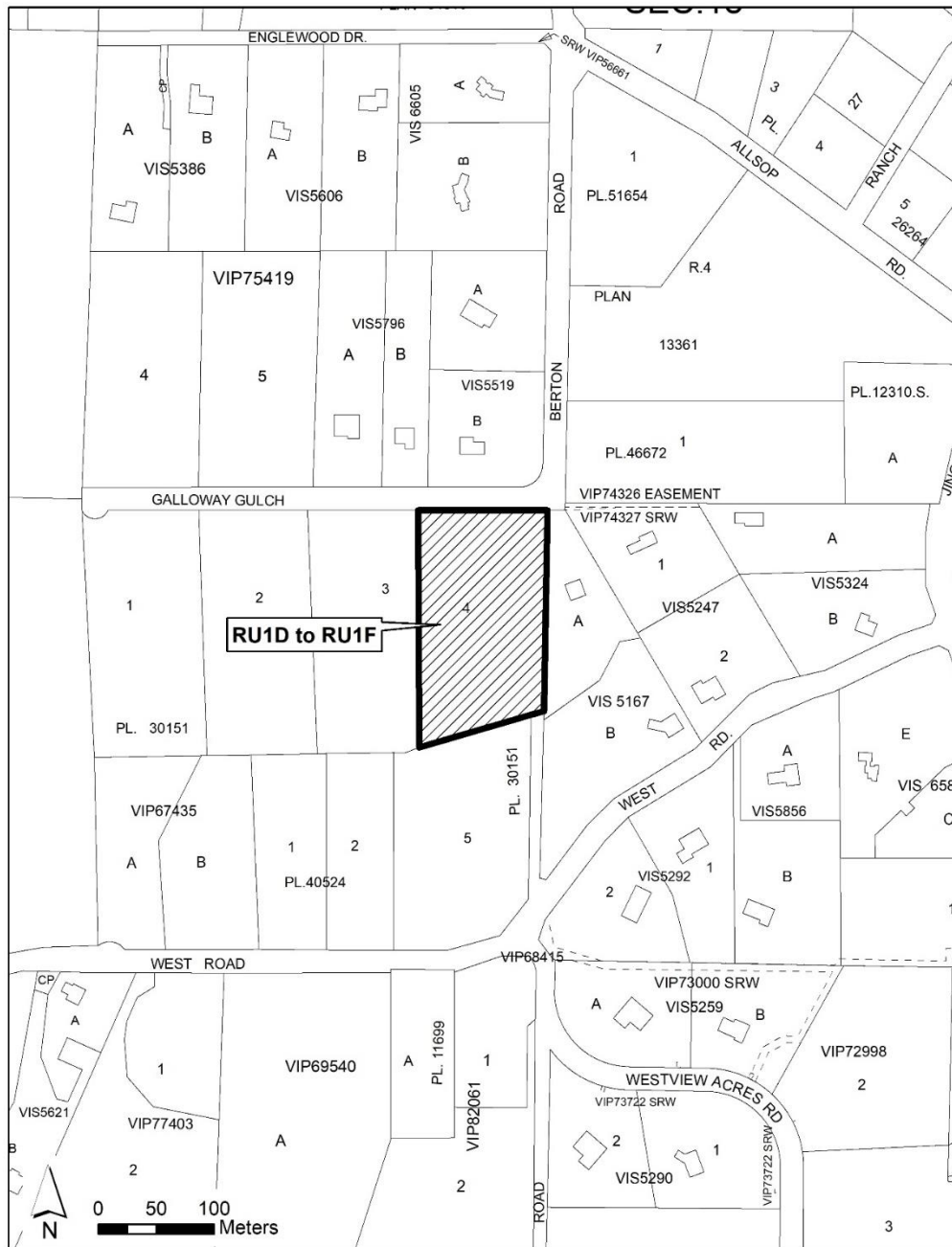
Corporate Officer

Schedule '1' to accompany "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.435, 2021".

Chair

Corporate Officer

Schedule '1'





**ZONING AMENDMENT APPLICATION NO. PL2022-014
2875 CRAVEN CLOSE, ELECTORAL AREA H
AMENDMENT BYLAW 500.437, 2022 –THIRD READING AND ADOPTION**

RECOMMENDATIONS

1. That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022”.
2. That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022”.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from the property owners, Barry Salmon and Margaret Salmon to rezone the subject property from Rural 1 (RU1), Subdivision District ‘B’ (8.0-hectare minimum parcel size) to RU1 zone, Subdivision District ‘CC’, (4.0-hectare minimum parcel size) to facilitate a two-lot subdivision

The subject property, legally described as Lot 9, Block 347, Newcastle District, Plan 34021, Except Part in Plan VIP71819, is approximately 8.45 hectares in area and contains one dwelling unit. Proposed Lot 1 contains one dwelling unit and is serviced by an existing well and an on-site septic system, proposed Lot 2 is vacant and is proposed to be serviced by a well and on-site septic system. Access to and from the subject property is from Craven Close cul-de-sac.

In accordance with Sections 464(2) and 467(2) of the *Local Government Act*, a public hearing was not held and notification of the Board’s intent to consider first reading was completed. “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022” (Bylaw) was introduced then given first and second, on January 10, 2023 (see Attachment 1 - Proposed Amendment Bylaw No. 500.437, 2022).

Procedural Implications

As a condition of rezoning approval, and prior to the adoption of the Bylaw, the applicant was required, and has now completed the following:

1. The applicant shall provide a voluntary community amenity contribution in the amount of \$3,500 to the Regional District of Nanaimo Bow Horn Bay Building Reserve Fund to be used specifically for the building design and construction of the Bow Horn Bay Satellite Fire Hall project.
2. The applicant shall register, at the applicant’s expense, a Section 219 Covenant on the property title of Lot 2, as shown on the proposed plan of subdivision by JE Anderson & Associates Ltd., dated June 28, 2022, to restrict the permitted density to one dwelling unit and one accessory secondary suite only.

3. The applicant shall register, at the applicant's expense, a Section 219 Covenant on the property title requiring the development of the land occur in a manner consistent with the Preliminary Hydrological Assessment report prepared by Chinook Arch Geoscience Inc., dated June 23, 2022.
4. The applicant shall register, at the applicant's expense, a Section 219 Covenant on the property title of the subject property that all future dwelling units on any future Lot, be required to install low flow fixtures and develop a rainwater capture and storage system for the storage of potable (indoor and/or outdoor) and non-potable irrigation water that will supplement the well water, consistent with the RDN Rainwater Harvesting Best Practices Guidebook as a minimum standard. Prior to building occupancy being granted, the applicant shall provide written confirmation, prepared by a qualified professional and to the satisfaction of the General Manager of Planning and Development, that the rainwater harvesting system for potable and non-potable water systems were installed by a qualified professional in accordance with the RDN Rainwater Harvesting Best Practices Guidebook, and is fully operational.
5. The applicant is required to register, at the applicant's expense, a Section 219 Covenant on the property title stating no subdivision shall occur until such time that a report from a Professional Engineer (registered in BC) has been completed to the satisfaction of the Regional District of Nanaimo confirming that the wells have been pump tested and certified including well head protection, and that the water meets Canadian Drinking Water Standards in accordance with "Board Policy B1.21 – Groundwater – Application Requirements for Rezoning of Un-serviced Lands". Any new well is to be constructed, tested and a final well report to the satisfaction of the RDN must be submitted prior to final approval of subdivision.
6. The applicant is required to register, at the applicant's expense, a Section 219 Covenant on the property title the requirement to retain a qualified groundwater professional under the *BC Water Sustainability Act* to complete a risk assessment of the proposed development in the context of the Qualicum Bay – Horne Lake Waterworks District groundwater supply. Additionally, the assessment shall ensure that any existing well on the property will be brought into compliance with the *Drinking Water Protection Regulations* which may include upgrading well heads or decommissioning abandoned wells. Septic systems must be designed according to Island Health (IH) standards which would mitigate risk by proper design and maintenance. The assessment, to the satisfaction of the RDN, must be submitted prior to final approval of subdivision.

FINANCIAL IMPLICATIONS

The proposed development has been reviewed and has no implications related to the Board 2023-2027 Financial Plan.

STRATEGIC PLAN ALIGNMENT

The proposed development has been reviewed and has no implications for the 2019 – 2022 Board Strategic Plan.

REVIEWED BY:

G. Keller, A/Manager, Current Planning
L. Grant, General Manager, Development & Emergency Services
D. Holmes, Chief Administrative Officer

ATTACHMENT:

1. Proposed Amendment Bylaw No. 500.437, 2022

Attachment 1
Proposed Amendment Bylaw No. 500.437, 2022

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**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.437**

**A Bylaw to Amend Regional District of Nanaimo
Land Use and Subdivision Bylaw No. 500, 1987**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
 - 1. **Schedule 4A – Subdivision District Maps** by amending the Subdivision District from Subdivision District ‘B’ to Subdivision District ‘CC’ as shown on Schedule ‘1’, which is attached to and forms part of this Bylaw for the lands legally described as:

Lot 9, Block 347, Newcastle District, Plan 34021, Except Part in Plan VIP71819

Introduced and read two times this 10th day of January, 2023.

A Public Hearing was not held in accordance with Section 464(2) of the *Local Government Act* and notification was completed in accordance with Section 467(2) of the *Local Government Act*.

Read a third time this ___ day of _____ 20XX.

Adopted this ___ day of _____ 20XX.

Chair

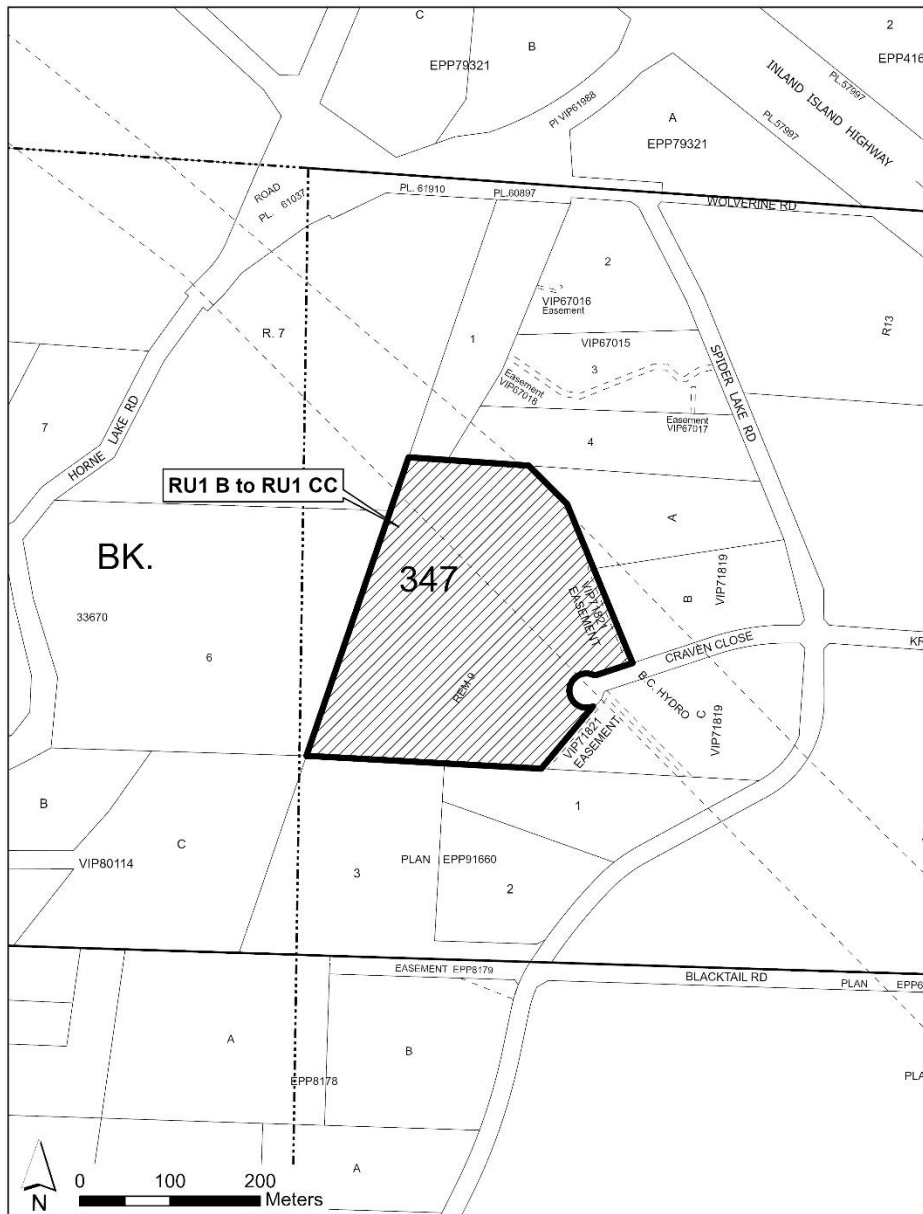
Corporate Officer

Schedule '1' to accompany "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.437, 2022".

Chair

Corporate Officer

Schedule '1'





REGIONAL
DISTRICT
OF NANAIMO

**INFRASTRUCTURE PLANNING GRANT APPLICATION – CEDAR ESTATES AND RIVERS EDGE
RAINWATER DETENTION SERVICES**

RECOMMENDATION

That the Regional District of Nanaimo Board endorse an application to the provincial Infrastructure Planning Grant Program for a condition assessment and lifecycle costing study for the Cedar Estates and Rivers Edge Rainwater Detention Services.

BACKGROUND

The Regional District of Nanaimo (RDN) operates two small rainwater detention local service areas (RDLA). Cedar Estates RDLA serves about 55 properties in Electoral Area A and Rivers Edge RDLA serves about 160 properties in Electoral Area G. Both services provide detention ponds to accommodate the on-site drainage from these properties that is conveyed to the ponds by drainage infrastructure owned and operated by the provincial Ministry of Transportation and Infrastructure (MOTI). These services were built years ago by the developers of those subdivisions and were transferred to the RDN. The work done in this study will form the basis for short- and long-term asset management plans for both services.

FINANCIAL IMPLICATIONS

Based on a firm price quote, the cost of this study is expected to be less than \$15,000. Adequate funds for the study have been included in the 2023 budgets for both service areas. If this grant application is successful, most or all of those funds will not be required, and they can be returned to the respective reserve accounts.

STRATEGIC PLAN ALIGNMENT

Growth Management - Provide effective regional land use planning and responsible asset management for both physical infrastructure and natural assets.

REVIEWED BY:

- P. Mahadeo, Manager, Asset Management
- T. Moore, Chief Finance Officer
- E. Tian, General Manager, Regional and Community Utilities
- D. Holmes, Chief Administrative Officer



REGIONAL
DISTRICT
OF NANAIMO

WELLINGTON PUMP STATION UPGRADE – CONSTRUCTION PROCUREMENT STRATEGY

RECOMMENDATION

That the Board accept the Wellington Pump Station Upgrade – Construction Procurement Strategy report for information.

BACKGROUND

The Wellington Pump Station (WPS) was built in 1978 and is owned and operated by the Regional District of Nanaimo (RDN) to collect the wastewater from the North Nanaimo catchment area and pump it toward the Greater Nanaimo Pollution Control Centre (GNPCC). The WPS is located at 5200 Fillingier Crescent in Nanaimo, B.C. and its force main runs south under Entwhistle Drive for approximately 470 m, at which point it connects to the Wellington North Slope Interceptor and flows east by gravity to the GNPCC at 4600 Hammond Bay Road for treatment. The site is situated on a property approximately 8 m wide between neighbouring homes and is used as a public beach access.

The WPS Upgrade project has a Board approved budget of \$3.75M and is expected to be complete by 2025. The project scope includes:

- Rehabilitation and replacement of degrading infrastructure;
- pumping capacity upgrades;
- safety improvements;
- odour control improvements;
- the addition of backup power to ensure service reliability;
- and a temporary bypass pumping installation located near the foreshore redirecting flows around the existing wet well during construction.

Due to the physical site constraints and the technical and environmental challenges associated with work near the foreshore, staff is confident that leveraging a qualified and experienced contractor's knowledge of constructability during the design phase will minimize risk during construction and provide significant value compared to other construction procurement strategies considered, such as the traditional design-bid-build, construction management, integrated project delivery, and design-build. To accomplish this, staff intends to implement a construction procurement strategy similar to that successfully used by the City of Nanaimo for the Mid-Town Water Supply Upgrade project currently underway, modified to suit the WPS Upgrade project and the RDN's procurement methods. The early contractor engagement model is intended to improve constructability during the design stage and allow for a lower-risk construction phase as the contractor has been involved in the design and has a higher degree of understanding of the project scope and risks. For the WPS Upgrade project, the following steps outline the construction procurement strategy:

1. **Contractor selection:** Use the RDN’s public qualification-based selection (RFSQ) process to select the most qualified and experienced contractor to perform the design-support and construction phases of the project.
 - a. The initial award will be for design support only.
 - b. Specify in the RFSQ that the RDN may but is not obligated to enter into a construction contract with the contractor.
 - c. Specify in the RFSQ that the RDN may go out to public tender for the construction contract, in which the contractor would be barred from participating due to the unfair advantage of intimate knowledge of the project.
2. **Contractor performance:** Evaluate the contractor’s performance throughout the design-support phase of the project. Upon satisfactory performance, negotiate an agreement with the contractor to execute the construction of the work.
3. **The contractor is recommended for the construction phase:** If an agreement within the project budget is reached, submit a report to the Board requesting the approval to award the construction contract to the same contractor.
4. **Contractor is not recommended for construction phase:** If an agreement within the project budget cannot be reached, or if the contractor’s performance is unsatisfactory, staff will return to the market for public tenders or recommend alternate action.

The procurement strategy recommended above complies with the RDN procurement policies and includes a public competitive process to select the most qualified and experienced contractor. A negotiated agreement will have the proposed construction cost estimate validated to ensure value to the RDN. Finally, the construction phase agreement will be submitted to the Board for approval in accordance with RDN procurement policies.

FINANCIAL IMPLICATIONS

No impact on the overall project budget.

STRATEGIC PLAN ALIGNMENT

By minimizing risk at the construction phase of the project near the foreshore, the proposed construction procurement strategy furthers the following strategic objective:

Environmental Stewardship - Protect and enhance the natural environment, including land, water, and air quality for future generations.

REVIEWED BY:

- K. Felker, Manager, Purchasing
- D. Taylor, Manager, Capital Projects
- E. Tian, General Manager, Regional and Community Utilities
- D. Holmes, Chief Administration Officer



REGIONAL
DISTRICT
OF NANAIMO

EMERGING APPROACHES FOR REDUCING LANDFILL METHANE EMISSIONS GRANT SEEKING FUNDING FOR METHANE DETECTION AND CAPTURE AT THE REGIONAL LANDFILL

RECOMMENDATION

That the Regional District of Nanaimo Board endorse a grant opportunity from Environment and Climate Change Canada's Emerging Approaches for Reducing Landfill Methane Emissions to support increased methane detection and capture at the Regional Landfill.

BACKGROUND

The Regional Landfill (RL) has a well-established landfill gas (LFG) collection system, consisting of 22 horizontal wells and 45 vertical wells, that are connected to the five manifold stations that feed LFG to either the RDN Flare Station, or as seen historically, to the on-site LFG sub-station.

LFG contains a variety of gases, including methane, a powerful greenhouse gas¹. Historically, collected LFG was primarily directed to the on-site sub-station, for beneficial use (electrical generation), however since 2021, when the LFG sub-station ceased operations, all captured LFG has been flared. Despite the LFG's beneficial use is no longer operational, the RDN remains compliant with all provincial and federal LFG regulations through the flaring of LFG.

The Environment and Climate Change Canada's (ECCC) Emerging Approaches for Reducing Landfill Methane Emissions² grant funding seeks to test emerging technologies to optimize methane monitoring, capture, and recovery at landfills in Canada. Methane emissions vary over time in relation to barometric pressure and normal operational practices. Detecting and repairing leaks in the cover and collection systems are important to help reduce fugitive methane emissions.

As stated by ECCC, *the goal of the current funding is to support pilot scale implementation of emerging monitoring and automation systems including:*

- *drone-based methane measurement systems that can identify methane hotspots and leaks, and/or quantify total site emissions*
- *continuous methane monitoring systems that generate real-time continuous methane emissions data and identify leaks*
- *automated wellfield tuning systems that can be added to existing LFG collection systems to maximize collection efficiency*

¹ <https://www.iea.org/reports/global-methane-tracker-2022/methane-and-climate-change>

² https://www.canada.ca/en/environment-climate-change/services/environmental-funding/emerging-approaches-landfill-methane-emissions-fund.html?utm_source=Municipal+Grant+Service&utm_campaign=cd7c760220-EMAIL_CAMPAIGN_2023_03_28_09_18&utm_medium=email&utm_term=0_-cd7c760220-%5BLIST_EMAIL_ID%5D#toc10

- *other monitoring technologies that will assist in measuring methane emissions from landfills, identifying emissions sources or leaks, or improving LFG collection efficiency*

Solid Waste staff believe that the Regional Landfill presents an opportunity to facilitate all of the ECCC's stated goals in the following areas:

Aerial Detection:

The Regional Landfill's drone program has been successful in deterring birds from the facility, and in using thermal imaging to detect potential landfill fires before they begin. Solid Waste Staff believe there is an opportunity to utilize drone technology at the Regional Landfill to address methane emissions in a timely and proactive manner, using existing qualified staff and aerial methane detection equipment.

Continuous Methane Monitoring:

During conventional operation of an LFG collection and recovery system, manual wellfield monitoring and adjustments are carried out at specified intervals by qualified staff. As a result, fugitive emissions are often addressed reactively instead of proactively. The grant intends to provide funding for municipal landfills to operationalize automated LFG monitoring systems. These systems, although costly, continuously measure numerous parameters and automatically adjust vacuum and other settings at each LFG well proactively, in response to real time conditions.

Automated Wellfield Tuning:

Methane and all LFG production is related to the natural decomposition of landfilled materials and as such the RL LFG production is variable on a seasonal basis, and over time. Further, LFG production can vary in both volume and composition at each individual well and manifold station.

The Regional Landfill LFG Flare Station is scheduled to be replaced in 2023. Utilizing the ECCC grant funding to install automatic wellfield tuning systems and pairing those systems with continuous methane monitoring systems, will allow the new LFG Flare Station system to maximizing collection efficiency, while directing the collected gas to either the flare or a future on-site sub-station, based on gas composition.

Other Technologies:

RDN Solid Waste Services is currently reviewing alternative solutions that would increase the beneficial use of landfill gas. LFG, in addition to methane, contains a host of organic and inorganic gases. Recognizing the principle of highest and best use, the RDN is researching future alternatives that present a beneficial and sustainable outcome for society, the economy, and the natural environment. The grant funding would aid in further exploring and testing these alternatives as they pertain to LFG capture and utilization.

Even though the scope of the project for the grant application is still being developed, having reviewed the intent of the grant funding, staff believe that the Regional District of Nanaimo would be eligible for the grant funding and recommend applying for it.

FINANCIAL IMPLICATIONS

The annual Solid Waste Budget provides for the short- and long-term collection and monitoring of landfill gas, in accordance with provincial and federal regulations. The annual budget has a base value of \$100,000, with additional expenses allocated within the ministry approved Design, Operation, and Closure Plans.

If grant application is successful, it will allow the RDN to increase landfill gas detection, collection, and monitoring, there-by increasing the LFG's system efficiency and efficacy, without adding additional financial burden(s).

If grant funding is not successful, it will have no negative impact to Solid Waste operations, and the ability to continue to meet provincial and federal regulations will not be impacted.

STRATEGIC PLAN ALIGNMENT

Climate Change - Be leaders in climate change adaptation and mitigation, and become net zero by 2032

Through grant funding, a better understanding of methane production at the Regional Landfill can be achieved, leading to greater methane mitigation at the facility.

REVIEWED BY:

- E. Tian, General Manager, Regional and Community Utilities
- D. Holmes, Chief Administrative Officer

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1442.04

**A BYLAW TO AMEND THE DEVELOPMENT COST
CHARGES WITHIN THE NORTHERN COMMUNITY
SEWER SERVICE AREA**

WHEREAS the Regional District of Nanaimo adopted "Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442, 2005";

AND WHEREAS the Board wishes to amend the development cost charges for the collection, conveyance, treatment, and disposal of wastewater works and services at the French Creek Pollution Control Centre;

AND WHEREAS the Board wishes to amend the boundaries within which development cost charges shall be imposed;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.04, 2022".

2. Amendments

"Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442, 2005" is amended as follows:

- a) Replace Schedule 'A' with the Schedule 'A' attached to and forming part of this Bylaw; and
- b) Replace Schedule 'B' with the Schedule 'B' attached to and forming part of this Bylaw.

Introduced for the first and second readings this 26th day of April, 2022.

Read a third time this 14th day of June, 2022.

Third reading rescinded this 6th day of December, 2022.

Read a third time as amended this 6th day of December, 2022.

Received the Approval of the Inspector of Municipalities this 23rd day of February, 2023.

Adopted this ____ day of _____, _____.

Schedule 'A' to accompany "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.04, 2022".

CHAIR

CORPORATE OFFICER

SCHEDULE 'A'

Development Cost Charges for Wastewater Treatment/Sanitary Sewer Works and Services

1. Pursuant to Section 2 of Bylaw No. 1442 and subsequent amendments, development cost charges shall be levied in those areas that will be serviced by wastewater treatment/sanitary sewerage works and services as outlined on the map in Schedule 'B'.
2. The assist factor for wastewater treatment/sanitary sewerage works and services shall be 1%.
3. All charges shall be paid in full prior to the approval of a subdivision or building permit unless paid by way of installments in accordance with BC Reg 166/84.
4. The Development Cost Charge Schedule is as follows:

Development Type	Subdivision	Building Permit
Single family	\$13,854.75 per lot	\$13,851.75 per dwelling unit
Multiple family residential		\$104.58 per m ² of gross floor area
Commercial		\$59.36 per m ² of gross floor area
Industrial		\$59.36 per m ² of gross floor area
Airport Industrial		\$6.60 per m ² of gross floor area
Institutional		\$72.56 per m ² of gross floor area

Schedule 'B' to accompany "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.04, 2022".


CHAIR

CORPORATE OFFICER

SCHEDULE 'B'

SALISH SEA


**Schedule 'B' to accompany
"NORTHERN COMMUNITY SEWER SERVICE
AREA DEVELOPMENT COST CHARGES
AMENDMENT BYLAW NO. 1442.04, 2022".**



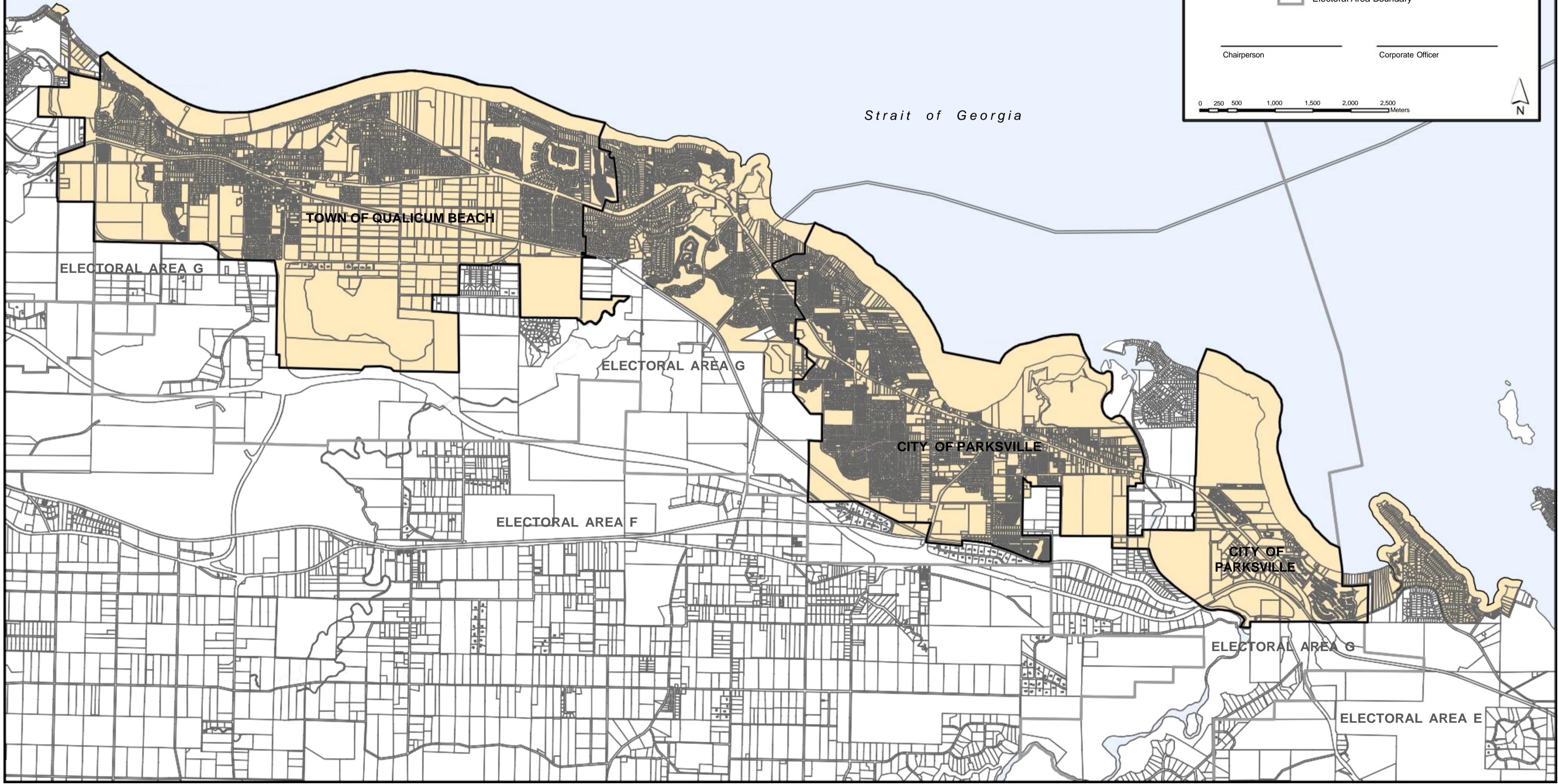
- Northern Community DCC Area
- Municipal Boundary
- Electoral Area Boundary

Chairperson _____ Corporate Officer _____

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Strait of Georgia



**Proposed Motion to UBCM on Administering, Resourcing and Expanding Universal Childcare
From the Early Learning and Childcare Council in Oceanside (ELCO)
Submitted to the Regional District of Nanaimo**

WHEREAS the Ministry of Education and Child Care is responsible for B.C.'s \$10/day childcare program, and Child Care BC's growing system of universal childcare has been life-changing for families, with demand far outstripping supply;

AND WHEREAS the current grant-based process to expand universal childcare relies on grant applicants to coordinate all aspects of design and implementation, and local and Indigenous governments and nonprofit organizations often lack the resources to successfully manage this process in accordance with UBCM-funded childcare needs assessments and action plans:

THEREFORE BE IT RESOLVED that while the Province continues to rely on individual grant applicants to plan and develop child care expansion, it provide multi-year funding to local and Indigenous governments and nonprofit organizations to support resources to coordinate this process:

AND BE IT FURTHER RESOLVED that UBCM urge the Ministry of Education and Child Care to replace the current grant-based application process with a systematic expansion of universal childcare that upholds UNDRIP obligations and supports the involvement of, but does not rely on, local and Indigenous governments and nonprofit organizations to coordinate design and implementation.

Delegation: Carol O'Connor, Early Learning Childcare Council for Oceanside

Summary: Early Learning Childcare Council for Oceanside (ELCCO), Chair Carol O'Connor to highlight the need for financial resources in support of the recommendations laid out in the Mid- Island Child Care Needs Action Plan.
The work still to be completed to ensure all families in Mid- Island region have access to \$10aDay childcare.

Action Requested: Support the Motion to UBCM for funding of full time staffing in support of the Child Care Action Plan recommendations for Mid-Island Collaborative

Please note: This delegation plans to attend in person.

The Early Learning & Childcare Council for Oceanside (ELCCO)
Delegation – April 11, 2023

Presenter: Carol O'Connor, Chair

On behalf of ELCCO I would like to respectfully acknowledge that we are meeting on the traditional unceded territory of the Snuneymuxm, Snaw-naw-as and Stzuminus peoples where we are grateful to have the privilege to live, work and play.

We would like to thank the RDN Board of Directors for their on-going support through the appointment of RDN liaison, Area F Director, Leanne Salter. ELCCO appreciates Leanne's role in bringing this motion forward to the RDN.

ELCCO, a volunteer council of early learning and childcare advocates, local government liaisons and Nanoose and Qualicum First Nation, continues to work on behalf of families in Oceanside communities and beyond, to ensure their access to quality and affordable early learning childcare. We are committed to supporting the development of a provincially funded universal childcare system.

ELCCO was instrumental in forging partnerships with Nanaimo, Lantzville, Parksville and Qualicum Beach councils, including their respective electoral areas, all located within School Districts' #68 and #69. This resulted in the creation of the Mid-Island Collaborative which successfully secured a Child Care Needs Assessment grant from UBCM. This research and reporting process was undertaken by SPARC BC and has

provided each community within the Mid-Island Collaborative a Child Care Action Plan identifying local childcare needs and recommendations to achieve specific targeted goals.

In January of 2023, ELCCO, in consultation with Sharon Gregson, Executive Director of the Coalition of Child Care Advocates of BC, discussed provincial government goals and timelines for designated \$10aDay childcare spaces. Sharon indicated that to date 1250 childcare spaces have been designated with a goal to increase this number to 30,000 in 2026 and to have an additional 10,000 spaces in 2027.

ELCCO commends the identification of these targets set out by the Ministry of Education and Child Care. However, we wish to shine a light on the fact that K-12 education system is funded and managed provincially through local school boards; while the current expansion plan for childcare is based on a grant process, relying on individual grant applicants to coordinate all aspects of the design and implementation.

Alternately we believe UBCM would better support the expansion of early learning and childcare through:

1. Provision of multi-year funding to local and Indigenous governments for full-time staff to coordinate the process of creating childcare spaces.
2. Guidance of the “Stepping Stones” document and the Mid-Island Child Care Action Plan.
3. Expansion of local childcare councils.

This alternative approach gives communities an opportunity to build a respectful and mutually reinforcing relationship critical to the success of any local childcare plan, while ensuring that families in the Mid-Island region have access to quality affordable childcare.

Proposed Motion to UBCM on Administering, Resourcing and Expanding Universal Childcare From the Early Learning and Childcare Council in Oceanside (ELCO)

Submitted to the Regional District of Nanaimo

WHEREAS the Ministry of Education and Child Care is responsible for B.C.'s \$10/day childcare program, and Child Care BC's growing system of universal childcare has been life-changing for families, with demand far outstripping supply.

AND WHEREAS the current grant-based process to expand universal childcare relies on grant applicants to coordinate all aspects of design and implementation, and local and Indigenous governments and nonprofit organizations often lack the resources to successfully manage this process in UBCM -funded childcare needs assessment and action plans.

THEREFORE BE IT RESOLVED that while the Province continues to rely on individual grant applicants to plan and develop child care expansion, it provide multi-year funding to local and Indigenous governments and nonprofit organizations to support resources to coordinate this process.

AND BE IT FURTHER RESOLVED that UBCM urge the Ministry of Education and Child Care to replace the current grant-based application process with a systematic expansion of universal childcare that upholds UNDRIP obligations and supports the involvement of, but does not rely on, local and Indigenous governments and nonprofit organizations to coordinate design and implementation.

Revised UBCM Motion