

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

**Tuesday, September 12, 2023**  
**1:00 P.M.**

**Board Chambers (Webstreamed)**

In Attendance:	Director V. Craig	Chair
	Director J. Stanley	Electoral Area A
	Director L. Melanson	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director L. Salter	Electoral Area F
	Director L. Wallace	Electoral Area G
	Director S. McLean	Electoral Area H
	Director L. Krog	City of Nanaimo
	Director S. Armstrong	City of Nanaimo
	Alternate	
	Director H. Eastmure	City of Nanaimo
	Director B. Geselbracht	City of Nanaimo
	Director E. Hemmens	City of Nanaimo
	Director P. Manly	City of Nanaimo
	Director J. Perrino	City of Nanaimo
	Director I. W. Thorpe	City of Nanaimo
	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 T. Brown	Vice Chair
Also in Attendance:	D. Holmes	Chief Administrative Officer
	C. Crabtree	Gen. Mgr. Corporate Services
	L. Grant	Gen. Mgr. Development & Emergency Services
	T. Osborne	Gen. Mgr. Recreation & Parks
	E. Tian	Gen. Mgr. Regional & Community Utilities
	J. Hill	Corporate Officer
	C. Holt	Zoom Moderator
	S. Syme	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**

23-423

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

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

23-424

It was moved and seconded that the minutes of the Regular Board meeting held July 25, 2023, be adopted.

CARRIED UNANIMOUSLY

**Errington War Memorial Hall Association Grant**

23-425

It was moved and seconded that the following resolution from the July 25, 2023, Board meeting be reconsidered:

That the Errington War Memorial Hall Association be provided a grant of \$50,000, with \$13,000 coming from the Growing Communities Fund and \$37,000 from the Community Works Fund, for the purpose of seismic upgrades at the Errington Hall.

CARRIED UNANIMOUSLY

23-426

The Chair called the question on the main motion:

That the Errington War Memorial Hall Association be provided a grant of \$50,000, with \$13,000 coming from the Growing Communities Fund and \$37,000 from the Community Works Fund, for the purpose of seismic upgrades at the Errington Hall.

Opposed (19): Director Craig, Director Stanley, Director Melanson, Director Rogers, Director Salter, Director Wallace, Director McLean, Director Krog, Director Armstrong, Director Eastmure, Director Geselbracht, Director Hemmens, Director Manly, Director Perrino, Director Thorpe, Director O'Brien, Director Wood, Director Swain, and Director Westbroek

DEFEATED UNANIMOUSLY

23-427

It was moved and seconded that the Errington War Memorial Hall Association be provided a grant of \$50,000 from the Electoral Area F Community Works Fund, for the purpose of seismic upgrades at the Errington Hall.

CARRIED UNANIMOUSLY

### **INVITED PRESENTATIONS**

#### **Susanna Newton & Violet Hayes, Co-Chairs of the Oceanside Task Force on Homelessness (OTFH) re OTFH Tiny Homes Village**

Susanna Newton and Violet Hayes, Co-Chairs of the Oceanside Task Force on Homelessness (OTFH) presented a PowerPoint presentation on the successes of Tiny Homes Villages in other communities, and requested the Board's support in moving forward with investigating this model as an innovative solution within the Oceanside community.

### **CORRESPONDENCE**

23-428

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

Vancouver Island and Coastal Communities (VICC) Climate Leadership Steering Committee Funding Request

Richard Wayte, Manager, Osprey Electrical Solar Division re Solar Rooftop Systems - RDN Building Permit Process

CARRIED UNANIMOUSLY

### **COMMITTEE MINUTES**

23-429

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

Committee of the Whole Meeting - July 25, 2023

District 69 Swimming Pool Service Select Committee Meeting - July 26, 2023

Transit Select Committee Meeting - July 27, 2023

CARRIED UNANIMOUSLY

**CONSENT AGENDA**

23-430

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

- Item 8.1.1 Options for Board Chambers Renovation
- Item 8.2.1 Nanaimo to Cowichan Express Post Implementation Review
- Item 8.2.2 Transit Stop Amenities within the City of Nanaimo Update
- Item 8.2.3 Transit Radio Tower Occupancy Agreement - 2023

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

**COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**Options for Board Chambers Renovation**

23-431

That the report titled 'Options for Board Chambers Renovation' dated July 25, 2023, be received for information.

ADOPTED ON CONSENT

23-432

That staff be directed to bring back a report to the Board on the projected 2026 Census population figures and the potential impacts to the Board's composition and voting strength.

ADOPTED ON CONSENT

**TRANSIT SELECT COMMITTEE RECOMMENDATIONS**

**Nanaimo to Cowichan Express Post Implementation Review**

23-433

That the Board receive the Nanaimo to Cowichan Express Post Implementation Review Update for information.

ADOPTED ON CONSENT

**Transit Stop Amenities within the City of Nanaimo Update**

23-434

That the Board receive the Transit Stop Amenities within the City of Nanaimo Update for information.

ADOPTED ON CONSENT

**Transit Radio Tower Occupancy Agreement – 2023**

23-435

That the Board approve the Regional District of Nanaimo enter into an agreement with the City of Nanaimo to allow the installation of Transit Services radio and auxiliary equipment on an existing tower and related building to provide hydro for \$1,200 annually for a five (5) year-term commencing April 1, 2023, to March 31, 2028.

ADOPTED ON CONSENT

**ITEMS REMOVED FROM THE CONSENT AGENDA**

None.

**COMMITTEE RECOMMENDATIONS**

**COMMITTEE OF THE WHOLE**

**Growing Communities Fund July 25, 2023**

23-436

It was moved and seconded that:

1. The Board reallocate \$250,000 from line item 3 “Fire Protection – Coombs-Hillers, VFD Engine 105 Replacement” to line item 20 “Community Parks – Area F, Errington Community Parks Washroom and Concession” within the Growing Communities Fund July 25, 2023, staff report.
2. The Board reallocate \$100,000 from line item 22 “Water – San Pareil, New Watermain Installation” to line item 8 “Water – River’s Edge, Additional Groundwater wells and new transmission” within the Growing Communities Fund July 25, 2023, staff report.
3. The Board reallocate \$70,000 from line item 14 “Wastewater – Nanoose, Nanoose Bay Forcemain Replace – Phase 1 – Lift” to line item 4 “Fire Protection – Nanoose Bay, VFD Engine 16 Replacement”, and that the Board reallocate \$62,510 from line item 12 “Water – Nanoose Peninsula, Groundwater Well – Redrilling” to line item 4 “Fire Protection – Nanoose Bay, VFD Engine 16 Replacement” within the Growing Communities Fund July 25, 2023, staff report.

CARRIED UNANIMOUSLY

23-437

It was moved and seconded that the Board direct staff to prepare a report to come forward in the Fall to provide an update on the unallocated portion of the Growing Communities Fund.

CARRIED UNANIMOUSLY

23-438

It was moved and seconded that:

1. The Board reallocate \$60,765 from Electoral Area A to line item 6 "Recreation & Culture – Area A, South Wellington School Remediation" within the Growing Communities Fund July 25, 2023, staff report.
2. The description of line item 21 "Corporate Services, Board Chambers upgrades and reconfiguration" be changed to "Corporate Services, Board Chambers/Building upgrades and reconfiguration" within the Growing Communities Fund July 25, 2023, staff report.
3. The Board confirm the allocation of the Growing Communities Fund on the Growing Communities Fund July 25, 2023 report, as amended.

CARRIED UNANIMOUSLY

#### **DISTRICT 69 SWIMMING POOL SERVICE SELECT COMMITTEE**

##### **District 69 Swimming Pool Local Service Area Establishment Bylaw No. 899 Adding Electoral Area E at 100 Percent Usage Apportionment**

Jacque Hill, Corporate Officer, provided an overview of the process for this item.

23-439

It was moved and seconded that the renovation of the Ravensong Aquatic Facility be put on hold and be re-examined in 2025, and that contributions to reserves for renovations at the Ravensong Aquatic Centre be set at zero for the 2024 budget.

CARRIED UNANIMOUSLY

23-440

It was moved and seconded that the "Regional District of Nanaimo District 69 Swimming Pool Local Service Area Establishment Bylaw No. 899, 1993" be amended to include Electoral Areas E, F, G, H, City of Parksville and Town of Qualicum Beach, based on an apportionment model of 100% usage.

Opposed (3): Director Salter, Director Thorpe, and Director Westbroek

CARRIED

23-441

It was moved and seconded that the apportionment model be re-examined in 2025.

CARRIED UNANIMOUSLY

23-442

It was moved and seconded that the Regional District of Nanaimo Board abandon "Regional District of Nanaimo District 69 Swimming Pool Service Amendment Bylaw No. 899.02, 2022".

CARRIED UNANIMOUSLY

23-443

It was moved and seconded that the amendment to "Regional District of Nanaimo District 69 Swimming Pool Local Service Area Establishment Bylaw No. 899, 1993, proceed under the *Local Government Act* with the consent of at least 2/3 of the participants.

CARRIED UNANIMOUSLY

**Correspondence from D. O'Brien, Mayor, City of Parksville, re: Aquatic Facility in Parksville**

23-444

It was moved and seconded that the Board support the request to examine the feasibility of a pool in the Parksville area based on the letter dated July 17, 2023, from Mayor O'Brien.

CARRIED UNANIMOUSLY

**REPORTS**

**Errington Community Park Washroom and Concession Building Contract Award**

23-445

It was moved and seconded that the Board approve a contract award to CIP Modular for \$455,500 for the manufacture and installation of a modular washroom and concession building for Errington Community Park.

CARRIED UNANIMOUSLY

**Bylaw No. 1878 – Alberni-Clayoquot Regional District 2024 Permissive Tax Exemption**

23-446

It was moved and seconded that "Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1878, 2023" be introduced and read three times.

CARRIED UNANIMOUSLY

23-447

It was moved and seconded that "Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1878, 2023" be adopted.

CARRIED UNANIMOUSLY

**Space Densification - Transfer from Building Reserve**

23-448

It was moved and seconded that:

1. The Board approve an amendment to the 2023 – 2027 Financial Plan for \$500,000 in building renovations from the building reserve fund.
2. The Board approve an amendment to the 2023 – 2027 Financial Plan to move approved funding in the amount of \$175,000 from operating expenses to capital expenses.

CARRIED UNANIMOUSLY

**Bay Avenue Pumpstation Upgrade - Budget Amendment**

23-449

It was moved and seconded that the Board authorize an amendment to the 2023 Financial Plan to increase the budget of the Bay Avenue Pumpstation Upgrade project by \$450,000 to a new total budget of \$7,222,595 with the additional funds coming from the capital reserve, the Development Cost Charge reserve, and the operating budget.

CARRIED UNANIMOUSLY

**Solid Waste Services Metal Recycling Contract – 2023**

23-450

It was moved and seconded that the Board direct staff to enter into a contract with ABC Recycling Ltd., for the hauling and recycling of metal sourced through the Regional Landfill and the Church Road Transfer Station from October 1, 2023, until June 30, 2028.

CARRIED UNANIMOUSLY

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

23-451

It was moved and seconded that the Board approve the Terms of Reference for the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy.

CARRIED UNANIMOUSLY



23-452

It was moved and seconded that the Board appoint Director Geselbracht to participate in the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy.

CARRIED UNANIMOUSLY

**Electoral Area C Director Appointment - Benson Creek Falls Regional Park Creekside Place Staging Area Advisory Committee**

23-453

It was moved and seconded that Electoral Area C Director, Lauren Melanson, be appointed as Chairperson of the Benson Creek Falls Regional Park Creekside Place Staging Area Advisory Committee.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM DELEGATIONS AND CORRESPONDENCE**

23-454

It was moved and seconded that the letter from Mr. Richard Wayte, Manager, Osprey Electrical Solar Division be referred to staff for reply to the Board.

CARRIED UNANIMOUSLY

23-455

It was moved and seconded that staff bring forward a report on potential sources of funding for the Vancouver Island and Coastal Communities (VICC) Climate Leadership Steering Committee in the 2023 budget, as well as options for the 2024 budget.

Opposed (1): Director Salter

CARRIED

**NEW BUSINESS**

None.

**IN CAMERA**

23-456

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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality
- 90(1)(c) labour relations or other employee relations

- 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

CARRIED UNANIMOUSLY

TIME: 2:19 P.M.

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 4:40 P.M.

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CHAIR

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CORPORATE OFFICER