REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR BOARD MEETING

Tuesday, December 10, 2019
7:12 P.M.

Board Chambers

In Attendance:
Director I. W. Thorpe   Chair
Director V. Craig      Vice Chair
Director K. Wilson    Electoral Area A
Director M. Young     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
Director D. Bonner    City of Nanaimo
Director T. Brown     City of Nanaimo
Director B. Geselbracht City of Nanaimo
Director E. Hemmens   City of Nanaimo
Director J. Turley    City of Nanaimo
Director E. Mayne     City of Parksville
Director A. Fras      City of Parksville
Director M. Swain     District of Lantzville
Director B. Wiese     Town of Qualicum Beach

Also in Attendance:
P. Carlyle            Chief Administrative Officer
R. Alexander          Gen. Mgr. Regional & Community Utilities
G. Garbutt            Gen. Mgr. Strategic & Community Development
T. Osborne            Gen. Mgr. Recreation & Parks
D. Pearce             Gen. Mgr. Transportation & Emergency Services
D. Wells              Gen. Mgr. Corporate Services
J. Bradburne          Director of Finance
J. Hill               Mgr. Legislative Services
G. Jurasek            Mgr. Information Technology & Geographic Information Systems
C. Golding            Recording Secretary
C. Jefferies          Recording Secretary

CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.
APPROVAL OF THE AGENDA
19-456
It was moved and seconded that the agenda be approved, as amended, to include a late delegation under Item 4 Delegations:
Zeb King and Larry Wartels, re Innovate to Increase Transit Ridership
CARRIED UNANIMOUSLY

ADOPTION OF MINUTES
Inaugural Board Meeting - November 12, 2019
19-457
It was moved and seconded that the minutes of the Inaugural Board meeting held November 12, 2019, be adopted.
CARRIED UNANIMOUSLY

DELEGATIONS - AGENDA ITEMS
Zeb King and Larry Wartels, re Innovate to Increase Transit Ridership
Zeb King and Larry Wartels shared with the Board that the City of Victoria is currently providing fare-free transit to youth under 18 years of age with the hope to increase transit ridership which would result in a reduced climate footprint and encouraged the Board to support fare-free transit in the region.

CORRESPONDENCE
19-458
It was moved and seconded that the following correspondence be received for information:
Gabriola Community Bus Foundation, re Request for a 2% Cost-of-living Increase
CARRIED UNANIMOUSLY

BUSINESS ARISING FROM CORRESPONDENCE
Gabriola Community Bus Foundation, re Request for 2% Cost-of-Living Increase
19-459
It was moved and seconded that the 2020 proposed budget, as presented on November 26, 2019, be amended so that the Regional District of Nanaimo funding for Gabriola Transit be increased to $136,788 and further that the Regional District of Nanaimo and the Gabriola Community Bus Foundation agreement be updated to reflect the funding increase.
CARRIED UNANIMOUSLY
COMMITTEE MINUTES

19-460

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

Electoral Area Services Committee - November 26, 2019
Committee of the Whole - November 26, 2019
Solid Waste Management Select Committee - December 5, 2019
Oceanside Services Committee - November 14, 2019
Arrowsmith Water Service Management Board - November 25, 2019
Englishman River Water Service Management Board - November 25, 2019

CARRIED UNANIMOUSLY

CONSENT AGENDA

At the request of Directors, the following item was removed from the Consent Agenda for consideration under Section 8. Items Removed from the Consent Agenda:

7.1.7 Jack Bagley Community Park Phase 1 Development

19-461

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

7.1.1 Parks, Recreation and Culture Grant Award
7.1.2 Regular Meeting Start Time
7.1.3 Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2019-087 - 6708 & 6712 Island Highway West, Electoral Area H
7.1.4 Electoral Area F Official Community Plan Review
7.1.5 Lions Community Hall Licence Agreement – Lions Community Park (Area H)
7.1.6 Meadowood Community Centre Cost Estimate and Feasibility
7.1.8 North Cedar Improvement District - Community Works Funds Grant Terms
7.2.1 Islands Trust Council, re Request Letter for Greater Support for Solar Energy in Rural and Remote Communities
7.2.2 Funding Application Endorsement for Sea Level Rise Adaptation Program
7.2.3 Biosolids Management Services Contract
7.2.4 Updated 10-Year Action Plan for RDN Drinking Water and Watershed Protection
7.3.1 New Solid Waste Initiatives - Update
7.3.2 School Education Pilot Project Proposal 2019/2020
7.3.3 UBCM - Special Committee on Solid Waste Management
7.4.1 Arrowsmith Water Service (AWS) 2020-2024 Financial Plan
7.5.1 Englishman River Water Service (ERWS) Project Update and 2020-2024 Financial Plan
7.5.2 Englishman River Water Service (ERWS) 2019 - 2023 Amended Financial Plan

CARRIED UNANIMOUSLY
The items and recommendations referred to above are as follows:

**ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS**

**Parks, Recreation and Culture Grant Award**

19-462

That the Cedar Community Hall grant application for $1,880.00 be approved.

ADOPTED ON CONSENT

**Regular Meeting Start Time**

19-463

That in 2020 Electoral Area A Parks, Recreation and Culture Commission meetings return to a 7:00 pm start time for all scheduled meetings.

ADOPTED ON CONSENT

**Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2019-087 - 6708 & 6712 Island Highway West, Electoral Area H**

19-464

That the Board approve the request to relax the minimum 10% perimeter frontage requirements for proposed Lot A in relation to Subdivision Application No. PL2019-087.

ADOPTED ON CONSENT

**Electoral Area F Official Community Plan Review**

19-465

To endorse the Terms of Reference and Public Engagement Plan for the Electoral Area F Official Community Plan Review.

ADOPTED ON CONSENT

**Lions Community Hall Licence Agreement – Lions Community Park (Area H)**

19-466

That the 2019-2029 Lions Hall Licence with the Qualicum Bay Lions Club be approved.

ADOPTED ON CONSENT
Meadowood Community Centre Cost Estimate and Feasibility

19-467

To set a task force to include Director Salter, Director Salter's alternate, a minimum of four Meadowood community members, two staff (the Manager of Recreation Services, and the General Manager of Recreation and Parks), to proceed with the Meadowood Community Centre Project and to have a positive plan completed by April 2020.

ADOPTED ON CONSENT

North Cedar Improvement District - Community Works Funds Grant Terms

19-468

That the Regional District of Nanaimo amend the Community Works Funds grant terms to allow the total of the grant funds, namely $1.13 million, to be applied solely to currently critical water main projects within the North Cedar Improvement District (NCID) service area and, if required, to extend the time limits to allow the second of the water main projects to begin following the completion of the currently awarded project that is set to begin in late February 2020 and be completed by mid-May 2020 when the second project would begin.

ADOPTED ON CONSENT

COMMITTEE OF THE WHOLE RECOMMENDATIONS

Islands Trust Council, re Request Letter for Greater Support for Solar Energy in Rural and Remote Communities

19-469

To write a letter to the Honourable Michelle Mungall echoing the thoughts of the Islands Trust Chair and requesting consideration of extending financial incentives to community buildings in rural and remote communities.

ADOPTED ON CONSENT

Funding Application Endorsement for Sea Level Rise Adaptation Program

19-470

That the Board allocate $150,000 in the 2020 Budget to continue to implement the Sea Level Rise Adaptation Program.

ADOPTED ON CONSENT

19-471

That the Board endorse a submission to the provincial Community Emergency Preparedness Fund to produce a combined river hazard mapping and risk assessment, under the Sea Level Rise Adaptation Program.

ADOPTED ON CONSENT
Biosolids Management Services Contract
19-472
That the Board enter into a two-year biosolids management services contract with Harmac Pacific for a value of up to $558,000.
ADOPTED ON CONSENT

Updated 10-Year Action Plan for RDN Drinking Water and Watershed Protection
19-473
That the Board endorse, in principle, the updated Drinking Water and Watershed Protection Action Plan.
ADOPTED ON CONSENT

19-474
That following public engagement, a final Action Plan, including a refined workplan, be presented to the Board.
ADOPTED ON CONSENT

SOLID WASTE MANAGEMENT SELECT COMMITTEE RECOMMENDATIONS
New Solid Waste Initiatives - Update
19-475
That the Board endorse the new initiatives of zero waste kits; and compost giveaways.
ADOPTED ON CONSENT

19-476
That a report be prepared to the Board on the proposed Household Hazardous Waste program.
ADOPTED ON CONSENT

19-477
That the mattress recycling program be continued for 2 years and that the Board be provided a report on the program after the 2 years.
ADOPTED ON CONSENT
School Education Pilot Project Proposal 2019/2020
19-478
That the Board approve the School Education Pilot Project proposal for School District 68 and School District 69.
ADOPTED ON CONSENT

19-479
That the Board enter into a contract with School District 68 to implement the School Education Pilot project for the 2019/2020 school year, to a maximum value of $70,000, with an option to extend for one year.
ADOPTED ON CONSENT

UBCM - Special Committee on Solid Waste Management
19-480
That the Board authorize the Chair to write a letter to UBCM in support of establishing a special province-wide solid waste committee or partnership, coordinated through UBCM, for the purposes of exploring best practices, regulatory changes, funding models, environmental protection, and social impacts in order to assist advancing solid waste issues that all regional districts are facing.
ADOPTED ON CONSENT

ARROWSMITH WATER SERVICE MANAGEMENT BOARD RECOMMENDATIONS
Arrowsmith Water Service (AWS) 2020-2024 Financial Plan
19-481
That the Regional District of Nanaimo adopt its portion of the Arrowsmith Water Service 2020 - 2024 Financial Plan as outlined in Table 2 attached to the November 25, 2019 report.
ADOPTED ON CONSENT

ENGLISHMAN RIVER WATER SERVICE MANAGEMENT BOARD RECOMMENDATIONS
Englishman River Water Service (ERWS) Project Update and 2020-2024 Financial Plan
19-482
That the Regional District of Nanaimo adopt its portion of the Englishman River Water Service 2020 - 2024 Financial Plan as outlined in Table 1 attached to the November 25, 2019, report.
ADOPTED ON CONSENT
Englishman River Water Service (ERWS) 2019 - 2023 Amended Financial Plan
19-483

That the Regional District of Nanaimo adopt its portion of the 2019 - 2023 Amended Financial Plan as outlined in Schedule 1 attached to the November 19, 2019 report.

ADOPTED ON CONSENT

ITEMS REMOVED FROM THE CONSENT AGENDA

Jack Bagley Community Park Phase 1 Development
19-484

It was moved and seconded that pending approval from the Union of BC Municipalities, that the request for Electoral Area E Community Works Funds of up to $1,173,500.00 for Jack Bagley Community Park Phase 1 Development be applied to the project in the following ways:

- $85,000.00 in 2020 for professional fees to complete the construction and tender documents, and
- $1,088,500.00 in 2021 for construction costs and professional fees during the construction period.

CARRIED UNANIMOUSLY

ITEMS NOT INCLUDED IN THE CONSENT AGENDA

COMMITTEE RECOMMENDATIONS

Electoral Area Services Committee

19-485

It was moved and seconded that the Board approve Development Permit No. PL2019-058 and frontage relaxation in conjunction with a proposed 6-lot subdivision subject to the conditions outlined in Attachment 2.

Opposed (1): Director McLean

CARRIED
Development Variance Permit Application No. PL2019-147 - Section 15, Extension Road, Electoral Area C

19-486

It was moved and seconded that the Board approve Development Variance Permit No. PL2019-147 to reduce the minimum lot line setback from all lot lines from 20.0 metres to 3.0 metres subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2019-175 - 1175 & 1185 Evergreen Way, Electoral Area F

John Larson, agent for the applicant, spoke in support of the application.

19-487

It was moved and seconded that the Board approve Development Variance Permit No. PL2019-175 to reduce the setback from the Agricultural Land Reserve boundary to permit the construction of two dwelling units subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2019-187 - 3521 & 3529 Dolphin Drive, Electoral Area E

19-488

It was moved and seconded that the Board approve Development Variance Permit No. PL2019-187 to reduce the minimum vertical clearance of the entranceway aisle to the underground parking facility by 9.0 centimetres from 2.25 metres to 2.16 metres and to reduce the vertical clearance above three parking stalls by 31.0 centimetres from 2.25 metres to 1.94 metres within an existing underground parking facility subject to the terms and conditions outlined in Schedule 1 of Attachment 2.

CARRIED UNANIMOUSLY

Committee of the Whole

2020 Proposed Budget Overview

19-489

It was moved and seconded that $20,000 for feasibility studies in the Electoral Area C Feasibility Study Budget be removed.

CARRIED UNANIMOUSLY
19-490
It was moved and seconded that the $20,000 for feasibility studies in the Electoral Area E Feasibility Studies Budget be increased to $30,000.

CARRIED UNANIMOUSLY

19-491
It was moved and seconded that the Board approve the proposed 2020 budget for the purpose of public consultation, and that the results of the public consultation be reported to the Board in January 2020.

Opposed (3): Director Salter, Director Brown, and Director Turley

CARRIED

19-492
It was moved and seconded that the following funding requests be included in the 2020 budget:

NALT - $35,000
INFilm - $50,000
Oceanside Community Safety - $67,220

CARRIED UNANIMOUSLY

Oceanside Services Committee

Oceanside Arena and Aquatic Services Fees and Charges Bylaws

19-493
It was moved and seconded that the “Oceanside Arena Services Fees and Charges Amendment Bylaw No. 1704.03, 2019” be introduced and read three times.

CARRIED UNANIMOUSLY

19-494
It was moved and seconded that the “Oceanside Arena Services Fees and Charges Amendment Bylaw No. 1704.03, 2019” be adopted.

CARRIED UNANIMOUSLY

19-495
It was moved and seconded that the “Oceanside Aquatic Services Fees and Charges Amendment Bylaw No. 1705.03, 2019” be introduced and read three times.

CARRIED UNANIMOUSLY
It was moved and seconded that the “Oceanside Aquatic Services Fees and Charges Amendment Bylaw No. 1705.03, 2019” be adopted.

CARRIED UNANIMOUSLY

REPORTS

2020 Board Appointments to Advisory Committees and Commissions

It was moved and seconded that the Board endorse the recommendations for appointments to the 2020 Regional District of Nanaimo Advisory Committees and Commissions.

CARRIED UNANIMOUSLY

Live Web Streaming Update

It was moved and seconded to continue live streaming of the Electoral Area Services Committee (EASC), Committee of the Whole (COW), Board Meetings, and the off-site Oceanside Services Committee (OSC) meetings.

Opposed (2): Director Krog, and Director Mayne

CARRIED

MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

Innovate to Increase Transit Ridership (Lessons from Kingston, ON)

It was moved and seconded that a report be prepared for the Transit Select Committee’s consideration that reviews the successful initiatives implemented by Kingston, ON to increase transit ridership and outline options and implications for similar initiatives that could be implemented in the Regional District of Nanaimo context.

19-499

It was moved and seconded that Innovate to Increase Transit Ridership (Lessons from Kingston ON) be referred to the Transit Select Committee.

Opposed (8): Director McLean, Director Bonner, Director Brown, Director Geselbracht, Director Hemmens, Director Fras, Director Swain, and Director Wiese

CARRIED
Transit Connections between the Cowichan Valley Regional District and the Regional District of Nanaimo

It was moved and seconded that representatives from the Cowichan Valley Regional District and BC Transit be invited to meet with representatives from the Regional District of Nanaimo to discuss and explore potential options for connecting the Regional District of Nanaimo public transit system with the Cowichan Valley Regional District transit system.

19-500

It was moved and seconded that Transit Connections between the Cowichan Valley Regional District and the Regional District of Nanaimo be referred to the Transit Select Committee.

Opposed (7): Director Wilson, Director McLean, Director Bonner, Director Brown, Director Hemmens, Director Swain, and Director Wiese

CARRIED

Transit Connections between the Comox Valley Regional District and the Regional District of Nanaimo

19-501

It was moved and seconded that Transit Connections between the Comox Valley Regional District and the Regional District of Nanaimo be referred to the Transit Select Committee.

Opposed (5): Director Wilson, Director Bonner, Director Brown, Director Swain, and Director Wiese

CARRIED

Electoral Area G Community Works Funds - San Pareil Community Water Service Expansion

19-502

It was moved and seconded that subject to approval by the Union of BC Municipalities, $100,000 of Electoral Area G Community Works Funds be allocated to contribute towards the cost of constructing the expansion of San Pareil community water service to the remaining 41 properties in that area that currently rely on private wells.

CARRIED UNANIMOUSLY
IN CAMERA

19-503

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)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- 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; and
- 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED UNANIMOUSLY

TIME: 8:38 PM

RECONVENE: 9:35 PM

*Regional District of Nanaimo Officers Appointment and Delegation Amendment Bylaw No. 1661.04, 2019*

19-504

It was moved and seconded that “Regional District of Nanaimo Officers Appointment and Delegation Amendment Bylaw No. 1661.04, 2019” be introduced and read three times.

CARRIED UNANIMOUSLY

19-505

It was moved and seconded that “Regional District of Nanaimo Officers Appointment and Delegation Amendment Bylaw No. 1661.04, 2019” be adopted.

CARRIED UNANIMOUSLY
RISE AND REPORT

Board Appointments

Electoral Area A Parks, Recreation and Culture Commission
19-506

It was moved and seconded that Jim Fiddick and Lori Mann be appointed to the Electoral Area A Parks, Recreation and Culture Commission for terms ending December 31, 2021; and that Brook Hewitt-Morgan and Gerard Nachtegaele be appointed to the Electoral Area A Parks, Recreation and Culture Commission for terms ending December 31, 2020.

CARRIED UNANIMOUSLY

Electoral Area B Parks & Open Space Advisory Committee
19-507

It was moved and seconded that Kyle Clifford, Tim Gambrill and Daniel Stewart Lay be appointed to the Electoral Area B Parks and Open Space Advisory Committee for terms ending December 31, 2021.

CARRIED UNANIMOUSLY

East Wellington/Pleasant Valley Parks & Open Space Advisory Committee
19-508

It was moved and seconded that Doug Cawthorne, Bruce Erickson and Rick Heikkila be appointed to the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee for terms ending December 31, 2021.

CARRIED UNANIMOUSLY

Nanoose Bay Parks & Open Space Advisory Committee
19-509

It was moved and seconded that Vicki Voros be appointed to the Nanoose Bay Parks and Open Space Advisory Committee for a term ending December 31, 2021.

CARRIED UNANIMOUSLY

Electoral Area F Parks & Open Space Advisory Committee
19-510

It was moved and seconded that Aimee Dunn be appointed to the Electoral Area F Parks and Open Space Advisory Committee for a term ending December 31, 2021; and that Shelley Gerber be appointed to the Electoral Area F Parks and Open Space Advisory Committee for a term ending December 31, 2020.

CARRIED UNANIMOUSLY
Electoral Area H Parks & Open Space Advisory Committee
19-511
It was moved and seconded that Joel Chesley and Kelsey Wright be appointed to the Electoral Area H Parks and Open Space Advisory Committee for terms ending December 31, 2021.
CARRIED UNANIMOUSLY

Board of Variance
19-512
It was moved and seconded that Leigh Mathews be appointed to the Board of Variance for a term ending December 31, 2022.
CARRIED UNANIMOUSLY

Agricultural Advisory Committee
19-513
It was moved and seconded that Garry Laird and Mayta Ryn be appointed as General Public District 68 members to the Agricultural Advisory Committee for terms ending December 31, 2021; and that Richard Thompson and Catherine Watson be appointed as General Public District 69 members to the Agricultural Advisory Committee for terms ending December 31, 2021.
CARRIED UNANIMOUSLY

Drinking Water & Watershed Protection Technical Advisory Committee
19-514
It was moved and seconded that Keith Foster be appointed as the Environment Community member to the Drinking Water & Watershed Protection Technical Advisory Committee for a term ending December 31, 2021.
CARRIED UNANIMOUSLY

19-515
It was moved and seconded that Margaret Anne Fiddick be appointed as the District 68 member to the Drinking Water & Watershed Protection Technical Advisory Committee for a term ending December 31, 2021.
CARRIED UNANIMOUSLY

19-516
It was moved and seconded that Greg Rowe be appointed as the District 69 member to the Drinking Water & Watershed Protection Technical Advisory Committee for a term ending December 31, 2021.
CARRIED UNANIMOUSLY
ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 9:37 PM

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CHAIR CORPORATE OFFICER