REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING

Tuesday, January 14, 2020
3:03 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 (by phone)
- Director J. Turley, City of Nanaimo
- Director E. Mayne, City of Parksville
- Director M. Swain, District of Lantzville
- Alternate
- Director T. Westbroek, Town of Qualicum Beach

Regrets:
- Director A. Fras, City of Parksville
- 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 Finance
- S. De Pol, Director Water & Wastewater Services
- K. Fowler, Mgr. Long Range Planning
- J. Hill, Mgr. Legislative Services
- T. Mayea, Legislative Coordinator
- 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.

The Chair welcomed Alternate Director Westbroek to the meeting.

APPROVAL OF THE AGENDA
It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES
Regular Committee of the Whole Meeting - November 26, 2019
It was moved and seconded that the minutes of the Regular Committee of the Whole meeting held November 26, 2019, be adopted.

CARRIED UNANIMOUSLY

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

Eve Flynn, Board Chair, School District 69, re Ballenas Track School Board Motion - December 17, 2019

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM CORRESPONDENCE
Eve Flynn, Board Chair, School District 69, re Ballenas Track School Board Motion - December 17, 2019

It was moved and seconded that the correspondence received from Eve Flynn, Board Chair, School District 69, regarding Ballenas Track School Board Motion from December 17, 2019 be referred to the Oceanside Services Committee.

CARRIED UNANIMOUSLY
ADMINISTRATION

Association of Vancouver Island and Coastal Communities Resolutions

It was moved and seconded that the Board approve the following resolutions to forward to the Association of Vancouver Island and Coastal Communities for consideration at its Annual General Meeting and Convention in April 2020:

1. Expand Extended Producer Responsibility Programs to Include Industrial, Commercial and Institutional Packaging and Printed Paper

WHEREAS eighteen Regional Districts met with the Minister of Environment and Climate Change Strategy at the 2019 UBCM Convention to petition the Ministry to amend the Recycling Regulation to include packaging and printed paper from the ICI sector;

AND WHEREAS Minister Heyman issued a letter December 18, 2019 responding to the request and noting that the Province recently undertook research and focused engagement concerning additional products that might prove suitable to manage under the Recycling Regulation and that any work to explore regulatory amendments involving ICI materials would be accompanied by further consultation:

THEREFORE BE IT RESOLVED that the UBCM thank the Minister of Environment and Climate Change Strategy for considering the 2019 Regional Districts’ joint submission and requesting the Province to commit to further consultation on the issue of amending the Recycling Regulation to include packaging and printed paper from the ICI sector.

2. Amend Recycling Regulation to Include Mattresses and Bulky Furniture

WHEREAS the inclusion of mattresses and bulky furniture in an Extended Producer Responsibility (EPR) program ensures the costs associated with recycling and disposal are borne by manufacturers;

AND WHEREAS an EPR program for mattresses would create jobs, divert materials that are difficult to manage at disposal facilities, save landfill space, reduce GHG emissions and save energy through recycling:

THEREFORE BE IT RESOLVED that the Ministry of Environment and Climate Change Strategy be urged to amend the Recycling Regulation to include mattresses and bulky furniture to shift the cost and responsibility of these materials from local governments to manufacturers.


WHEREAS the Ministry of Environment and Climate Change Strategy’s Plastics Action Plan Policy Consultation Paper requested feedback regarding bans on single-use packaging, reducing and recycling more plastics, and higher returns of plastic bottles;

AND WHEREAS harmonization of the BC Plastics Action Plan and Canada-wide Strategy on Zero Plastic waste regulations regarding reduction of single-use plastics shifts the costs and responsibility of restricting single-use plastics from local governments to producers:

THEREFORE BE IT RESOLVED that the Ministry of Environment and Climate Change Strategy be urged to collaborate with the Canadian Council of Ministers of the Environment to ensure consistent regulations across Canada to reduce single-use products and increase producers’ responsibility for end-of-life management of single-use products.
4. Standards and Labelling of “Flushable” Wipes

WHEREAS some items labelled as “flushable”, such as disposable wipes, cause significant problems in sewer systems, damaging infrastructure and risking environmental pollution;

AND WHEREAS public awareness and education campaigns sponsored by local governments can only partially mitigate the problem in the absence of consistent standards and proper labelling and advertising:

THEREFORE BE IT RESOLVED that UBCM work with FCM to advocate at the federal level for the development of clear standards for products labelled “flushable” and to increase regulatory oversight of labelling and advertising of such products.

5. Streamline Building Officials Certification Process

WHEREAS the Building Officials Association of British Columbia, under an administrative agreement with the Province, is responsible for education and examinations for persons applying for membership, and certification of members as registered building officials;

AND WHEREAS the current lengthy process for certifying a Level One Building Official affects local governments’ ability to hire and retain qualified staff and provide building inspection services in a timely manner:

THEREFORE BE IT RESOLVED that the Province and BOABC be urged to streamline the examination and certification process by reducing the two year local government experience requirement to one year and reviewing reasons for the high failure rate in the Level 1 examination.

Opposed (2): Director Rogers, and Director Brown

CARRIED
It was moved and seconded that the Board approve the following resolution to forward to the Association of Vancouver Island and Coastal Communities for consideration at its Annual General Meeting and Convention in April 2020:

6. Voting Rights for Alternate Directors

WHEREAS the Local Government Act provides that an Electoral Area Director must appoint an Alternate Electoral Area Director who may take the place of, vote and generally act in all matters for the absent Electoral Area Director;

AND WHEREAS the bylaws of UBCM disqualify Alternate Electoral Area Directors from participating in debate and voting at the Annual and Special Conventions;

AND WHEREAS this provision of the UBCM bylaws:

• prevents an Electoral Area from having a voice at UBCM Conventions when the Electoral Area Director is absent; and

• could be improved by permitting an Alternate Electoral Area Director to participate in debate and vote at the Annual and Special Conventions of the UBCM:

THEREFORE BE IT RESOLVED that UBCM change its bylaws to enable an Alternate Electoral Area Director, in the absence of the Electoral Area Director, to participate in debate and vote at Annual and Special Conventions of the UBCM.

Opposed (2): Director Bonner, and Director Brown

CARRIED

It was moved and seconded that the resolution in the staff report titled ‘7. Direct Election of Municipal Councillors to Regional Boards’ be deleted and not forwarded to the Association of Vancouver Island and Coastal Communities.

Opposed (1): Director Geselbracht

CARRIED
It was moved and seconded that the Board approve the following resolutions to forward to the Association of Vancouver Island and Coastal Communities for consideration at its Annual General Meeting and Convention in April 2020:

**8. Costs of Keeping Prisoners**

WHEREAS Corrections BC has a fixed quarterly budget to reimburse RCMP detachments for all provincial prisoners kept in local government owned RCMP buildings;

AND WHEREAS this funding allocation per prisoner fluctuates in accordance with the number of prisoners kept each quarter, but does not reflect the true operating cost to the local government for keeping these prisoners:

THEREFORE BE IT RESOLVED that the Province of BC fully fund the costs to keep prisoners in locally owned RCMP buildings.

**9. Provincial Support for Victims’ Services**

WHEREAS Victim Services Programs provide support and assistance to victims of crime;

AND WHEREAS the Ministry of Public Safety has the ultimate responsibility for the Victim Services Programs and yet does not fully fund these programs:

THEREFORE BE IT RESOLVED that the Province of British Columbia fully fund all Victim Services Programs.

Opposed (2): Director Brown, and Director Turley

CARRIED

It was moved and seconded that the Board issue a letter to the Association of Vancouver Island and Coastal Communities requesting assistance in advocating for the preparation of a Vancouver Island Transportation Master Plan with the Ministry of Transportation and Infrastructure, including striking a subcommittee to work with the Ministry.

CARRIED UNANIMOUSLY

**Alternate Electoral Area Directors - Feedback on Role and Function to the Ministry of Municipal Affairs and Housing**

It was moved and seconded that the Board submit a response to the questionnaire on Feedback on the Role and Function of Alternate Electoral Area Directors to the Ministry of Municipal Affairs and Housing, as attached to the staff report.

DEFEATED UNANIMOUSLY

**Notice of Motion - Amendment to Board Procedure Bylaw**

It was moved and seconded that “Regional District of Nanaimo Board Procedure Amendment Bylaw No. 1754.04, 2020” be introduced and read three times.

Opposed (1): Director Bonner

CARRIED
It was moved and seconded that “Regional District of Nanaimo Board Procedure Amendment Bylaw No. 1754.04, 2020” be adopted.

Opposed (1): Director Bonner

CARRIED

CORPORATE SERVICES

Parcel Tax Roll Review Panel

It was moved and seconded that the Board appoint the Chair, the Manager of Legislative Services, and the Director of Finance to preside as the parcel tax roll review panel.

CARRIED UNANIMOUSLY

It was moved and seconded that the 2020 parcel tax roll review panel be held at 12:00 pm on February 11, 2020 in the Board Chambers, 6300 Hammond Bay Road, if required.

CARRIED UNANIMOUSLY

Contract Award for the Supply and Delivery of Office Supplies

It was moved and seconded that the Regional District of Nanaimo Board approve the award of a three (3) year office supplies contract to Madill – The Office Company resulting from the multi-agency buying group RFP No. 2228 Office Supplies.

CARRIED UNANIMOUSLY

2020 Proposed Budget and Public Engagement Review

It was moved and seconded that the public consultation results be incorporated into the Board’s deliberations on the proposed 2020 budget.

CARRIED UNANIMOUSLY

STRATEGIC AND COMMUNITY DEVELOPMENT

Regional Context Statements – Request for Continued Acceptance

It was moved and seconded that the Board accept the City of Nanaimo’s request for continued acceptance of their Regional Context Statement as submitted to the Regional District of Nanaimo on May 9, 2019.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board accept the City of Parksville’s request for continued acceptance of their Regional Context Statement as submitted to the Regional District of Nanaimo on December 6, 2019.

CARRIED UNANIMOUSLY
REGIONAL AND COMMUNITY UTILITIES
Consulting Engineering for Operational Projects for Wastewater Services – 3 Year Standing Offer

It was moved and seconded that the Board authorize three (3) year agreements with the eight firms as set out in Table 1, to support Wastewater Services with operational projects.

CARRIED UNANIMOUSLY

Petition Unsuccessful – San Pareil Water Service Area Expansion

It was moved and seconded that the residents of the San Pareil neighbourhood be informed that the petition to expand the water service area to include the 41 unconnected properties was not successful.

CARRIED UNANIMOUSLY

NEW BUSINESS
Notice of Motion - Official Community Plan Review

Director Salter provided notice of the following motion to be considered at the January 28, 2020 Regular Board meeting:

That the Public Engagement Plan for the Electoral Area F Official Community Plan review be amended to add Town Hall Meetings when required to enhance public engagement.

IN CAMERA

It was moved and seconded that pursuant to the following sections of the Community Charter the Committee 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: 4:32 PM
ADJOURNMENT
It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 5:30 PM

________________________________
CHAIR