

REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE SPECIAL BOARD MEETING

Tuesday, March 24, 2020
10:04 A.M.
Board Chambers

In Attendance:	Director I. W. Thorpe	Chair
	Director V. Craig	Vice Chair (by phone)
	Director K. Wilson	Electoral Area A (by phone)
	Director M. Young	Electoral Area C (by phone)
	Director B. Rogers	Electoral Area E (by phone)
	Director L. Salter	Electoral Area F (by phone)
	Director L. Wallace	Electoral Area G (by phone)
	Director S. McLean	Electoral Area H (by phone)
	Director L. Krog	City of Nanaimo (by phone)
	Director S. Armstrong	City of Nanaimo (by phone)
	Director D. Bonner	City of Nanaimo (by phone)
	Director T. Brown	City of Nanaimo (by phone)
	Director B. Geselbracht	City of Nanaimo (by phone)
	Director E. Hemmens	City of Nanaimo (by phone)
	Director J. Turley	City of Nanaimo (by phone)
	Director E. Mayne	City of Parksville (by phone)
	Director A. Fras	City of Parksville (by phone)
	Director M. Swain	District of Lantzville (by phone)
	Director B. Wiese	Town of Qualicum Beach (by phone)
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities (by phone)
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks (by phone)
	D. Wells	Gen. Mgr. Corporate Services
	D. Pearce	Gen. Mgr. Transportation & Emergency Services (by phone)
	L. Gardner	Mgr. Solid Waste Services (by phone)
	J. Hill	Mgr. Legislative Services
	C. Golding	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.

MOTION TO WAIVE NOTICE

20-094

It was moved and seconded that the Special Board meeting notice requirements be waived.

CARRIED UNANIMOUSLY

APPROVAL OF THE AGENDA

20-095

It was moved and seconded that the agenda be approved, as amended, to include Item 2. Motion to Waive Notice, Items 6.1 and 6.2 under Correspondence, and a verbal report from the Chair.

2. Motion to Waive Notice

6.1 Councillor Carl Jensen, President, Association of Vancouver Island and Coastal Communities, re AVICC Convention

6.2 Islands Trust News Release, re Islands Trustees Ask Visitors to Stay Home.

CARRIED UNANIMOUSLY

The Chair provided an update to the Board and residents including the status of service delivery within the region and advised that the Regional District is following direction from the provincial health officers during the COVID-19 pandemic.

PROCEDURAL MOTIONS

20-096

It was moved and seconded that regular meetings of the Board commence at 10:00 a.m. until further resolution of the Board.

CARRIED UNANIMOUSLY

20-097

It was moved and seconded that notwithstanding the provisions set out in the Regional District of Nanaimo Board Procedure Bylaw No. 1754, the Chair, or Chair's designate is authorized to cancel, schedule, or reschedule the date, time and location of Regional District of Nanaimo Board, Committee and Commission meetings until further resolution of the Board, and the Corporate Officer, or designate shall notify Members accordingly.

CARRIED UNANIMOUSLY

CORRESPONDENCE

20-098

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

- 6.1 Councillor Carl Jensen, President, Association of Vancouver Island and Coastal Communities, re AVICC Convention
- 6.2 Islands Trust News Release, re Islands Trustees Ask Visitors to Stay Home

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM CORRESPONDENCE

Islands Trustees Ask Visitors to Stay Home

20-099

It was moved and seconded that the Regional District of Nanaimo Board Chair issue a statement urging all visitors and tourists to avoid discretionary travel to all areas within the Regional District of Nanaimo including Gabriola, Mudge, and DeCourcy Islands.

Opposed (1): Director Rogers

CARRIED

COMMITTEE MINUTES

20-100

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

- Electoral Area Services Committee - March 10, 2020, as amended
- Committee of the Whole - March 10, 2020
- Transit Select Committee - March 12, 2020
- Solid Waste Management Select Committee - March 3, 2020

CARRIED UNANIMOUSLY

CONSENT AGENDA

At the request of Directors, the following items were removed from the Consent Agenda for consideration under Section 9. Items Removed from the Consent Agenda:

- 8.4.4 Loaves and Fishes Food Bank re Food Recovery and Waste Diversion
- 8.3.1 Interregional Transit Between Cowichan Valley Regional District and the Regional District of Nanaimo
- 8.4.1 BC Shellfish Growers Association TURN IT IN WEEK 2020 - Request for Waiver
- 8.4.3 Church Road Transfer Station Hauling Contract Extension

20-101

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

- 8.1.1 Electoral Area A Recreation Services Inventory Report
- 8.1.2 Community Works Fund and 5-Year Parks Capital Plan Update
- 8.1.3 Development Permit Application No. PL2019-204 - 155 Pitt Road, Electoral Area H
- 8.1.4 Service Agreement with the Gabriola Island Chamber of Commerce to Provide Economic Development for Electoral Area B

- 8.2.1 Water-Utilities Operations Facility Lease Renewal
- 8.2.2 Transfer of Ownership of the District 69 Arena
- 8.3.2 Kingston Transit Service Report
- 8.3.3 Route 30 - Nanaimo Regional General Hospital
- 8.3.4 2019 – 2020 Conventional/Custom Transit Annual Operating Agreement Amendment No.1
- 8.4.2 Green Municipal Fund 20th Anniversary Visionary Award - Organics Diversion Strategy
- 8.4.5 Recycling Facility for Oceanside

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS

Electoral Area A Recreation Services Inventory Report

20-102

That a report outlining recreation service delivery method options for Electoral Area A be provided.

ADOPTED ON CONSENT

Community Works Fund and 5-Year Parks Capital Plan Update

20-103

That the Heather Way CP trail development budgeted for \$20,000, be removed from 2021 Electoral Area Parks Projects list for Electoral Area C.

ADOPTED ON CONSENT

20-104

That the construction for Lions Park be added to the 2022 Electoral Area Parks Projects list for Electoral Area H.

ADOPTED ON CONSENT

20-105

That \$180,000 in Community Works Funds be added to undetermined projects in the 2021 Electoral Area Parks Projects list for Electoral Area G, pending approval.

ADOPTED ON CONSENT

20-106

That the Board receive the 2020 Community Works Funds Projects list (Attachment 1).

ADOPTED ON CONSENT

20-107

That the Board receive the 2020-2024 Electoral Areas Parks Project list (Attachment 4).

ADOPTED ON CONSENT

Development Permit Application No. PL2019-204 - 155 Pitt Road, Electoral Area H

20-108

That the Board approve Development Permit No. PL2019-204 to permit the development of an independent supportive housing complex for seniors subject to the conditions outlined in Attachment 2.

ADOPTED ON CONSENT

Service Agreement with the Gabriola Island Chamber of Commerce to Provide Economic Development for Electoral Area B

20-109

That the Gabriola Island Chamber Community Economic Development Operating Plan for November 1, 2019 to March 31, 2021 be received.

ADOPTED ON CONSENT

20-110

That through the Southern Communities Economic Development service for delivery of economic development and tourism marketing, the Regional District of Nanaimo enter into a two-year service agreement with the Gabriola Island Chamber of Commerce to provide economic development services for Electoral Area B for April 1, 2020 to March 31, 2022.

ADOPTED ON CONSENT

20-111

That through the Southern Communities Economic Development service for delivery of economic development and tourism marketing, the Regional District of Nanaimo provide funding to the Gabriola Island Chamber of Commerce in the amount of \$25,000 for economic development services on April 30, 2020, and the remaining \$40,000 on August 1, 2020, with a further \$25,000 on April 30, 2021 and a further \$40,000 on August 1, 2021.

ADOPTED ON CONSENT

COMMITTEE OF THE WHOLE RECOMMENDATIONS

Water-Utilities Operations Facility Lease Renewal

20-112

That the Regional District of Nanaimo enter into a five-year renewal of the lease on #7-1065 Herring Gull in Parksville as a base for Regional District of Nanaimo Water-Utilities Operations.

ADOPTED ON CONSENT

Transfer of Ownership of the District 69 Arena

20-113

That staff be directed to enter into discussions with the City of Parksville and the Parksville Curling Club regarding the transfer of ownership of the District 69 Arena.

ADOPTED ON CONSENT

TRANSIT SELECT COMMITTEE RECOMMENDATIONS

Kingston Transit Service Report

20-114

That correspondence, on behalf of the Regional District of Nanaimo Board, be sent to School District #68 and #69 Board of Trustees, inviting School District staff to meet with Regional District Transit Service staff to discuss the potential for collaboration with regard to public transit educational opportunities and programs for students.

ADOPTED ON CONSENT

Route 30 - Nanaimo Regional General Hospital

20-115

That the Route 30 Nanaimo Regional General Hospital be adjusted to include Nelson Street, Hallen Avenue, and Strathmore Street.

ADOPTED ON CONSENT

2019 – 2020 Conventional/Custom Transit Annual Operating Agreement Amendment No.1

20-116

That the 2019/2020 Conventional/Custom Transit Annual Operating Agreement Amendment Number 1, effective January 5, 2020, be approved.

ADOPTED ON CONSENT

SOLID WASTE MANAGEMENT SELECT COMMITTEE RECOMMENDATIONS

Green Municipal Fund 20th Anniversary Visionary Award - Organics Diversion Strategy

20-117

That the Board support the application to the Federation of Canadian Municipalities 2020 Sustainable Communities Award Category: GMF 20th Anniversary for the Regional District of Nanaimo Organics Diversion Strategy.

ADOPTED ON CONSENT

20-118

That the Board Chair sign the letter of the support as part of the requirements for the application to the Federation of Canadian Municipalities 2020 Sustainable Communities Awards.

ADOPTED ON CONSENT

Recycling Facility for Oceanside

20-119

That the Board Chair write a letter to the Ministry of Environment and Recycle BC stating the importance of providing a recycling facility for consumer recyclables in the Oceanside area.

ADOPTED ON CONSENT

ITEMS REMOVED FROM THE CONSENT AGENDA

Loaves and Fishes Food Bank re Food Recovery and Waste Diversion

20-120

It was moved and seconded that the Board request staff to follow up with the Loaves and Fishes food bank to clarify what the organization needs to move forward with its desire to acquire a new warehouse and associated equipment in order to expand its food recovery efforts.

Opposed (5): Director Young, Director Salter, Director Wallace, Director Mayne, and Director Fras

CARRIED

Interregional Transit Between Cowichan Valley Regional District and the Regional District of Nanaimo

It was moved and seconded that the public engagement plan for Interregional Transit between Regional District of Nanaimo and the Cowichan Valley Regional District be approved.

20-121

It was moved and seconded that Interregional Transit Between Cowichan Valley Regional District and the Regional District of Nanaimo be referred back to staff.

Opposed (8): Director Rogers, Director Young, Director McLean, Director Krog, Director Bonner, Director Brown, Director Hemmens, and Director Geselbracht

DEFEATED

The vote was taken on the main motion as presented:

20-122

That the public engagement plan for Interregional Transit between Regional District of Nanaimo and the Cowichan Valley Regional District be approved.

Opposed (4): Director Wallace, Director Armstrong, Director Mayne, and Director Fras

CARRIED

BC Shellfish Growers Association TURN IT IN WEEK 2020 – Request for Waiver

20-123

It was moved and seconded that the Board approve the request for waived tipping fees for the BC Shellfish Growers Association TURN IT IN WEEK event for material collected within the Regional District of Nanaimo to a maximum value of \$1,000.

CARRIED UNANIMOUSLY

Church Road Transfer Station Hauling Contract Extension

20-124

It was moved and seconded that the Board extend the current contract with Magnum Disposal Services Ltd. for one (1) year at an estimated value of \$342,000.

CARRIED UNANIMOUSLY

20-125

It was moved and seconded that the Board approve an increase in the hauling fee equal to the average BC CPI as identified by Statistics Canada for the preceding twelve (12) months starting June 1, 2020.

CARRIED UNANIMOUSLY

ITEMS NOT INCLUDED IN THE CONSENT AGENDA

COMMITTEE RECOMMENDATIONS

Electoral Area Services Committee

Development Variance Permit Application No. PL2019-226 - 7301 Weigles Rd, Electoral Area C

20-126

It was moved and seconded that the Board approve Development Variance Permit No. PL2019-226 to reduce the setback from Benson Creek subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

Official Community Plan and Zoning Amendment Application No. PL2019-051 - Ackerman Road and Wembley Road, Electoral Area G

20-127

It was moved and seconded that the Board approve the proposed Public Consultation Plan as outlined in Attachment 8.

CARRIED UNANIMOUSLY

20-128

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Amendment Bylaw No. 1540.03, 2020”.

CARRIED UNANIMOUSLY

20-129

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Amendment Bylaw No. 1540.03, 2020”, having considered the impact on the current Financial Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

20-130

It was moved and seconded that the Board receive the Summary of the Public Information Meeting held on December 3, 2019.

CARRIED UNANIMOUSLY

20-131

It was moved and seconded that the Board introduce and give first and second reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.428, 2020”.

CARRIED UNANIMOUSLY

20-132

It was moved and seconded that the Board delegate the Public Hearing on “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Amendment Bylaw No. 1540.03, 2020” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.428, 2020” to the Director of Electoral Area ‘G’.

CARRIED UNANIMOUSLY

20-133

It was moved and seconded that the Board direct that the conditions set out in Attachment 2 of the staff report be completed prior to Bylaw No. 500.428 being considered for adoption.

CARRIED UNANIMOUSLY

Solid Waste Management Select Committee

Bylaw No. 1802 Regional District of Nanaimo Residential Garbage, Food Waste and Recycling Curbside Collection Services Rates and Regulation

20-134

It was moved and seconded that the Board introduce and give three readings to “Residential Curbside Collection of Garbage, Food Waste and Recyclables Regulation and Charges Bylaw No. 1802, 2020”.

CARRIED UNANIMOUSLY

20-135

It was moved and seconded that the Board adopt “Residential Curbside Collection of Garbage, Food Waste and Recyclables Regulation and Charges Bylaw No. 1802, 2020”.

CARRIED UNANIMOUSLY

20-136

It was moved and seconded that the Board introduce and give three readings to “Regional District of Nanaimo Bylaw Notice Amendment Bylaw No. 1786.03, 2020”.

CARRIED UNANIMOUSLY

20-137

It was moved and seconded that the Board adopt "Regional District of Nanaimo Bylaw Notice Amendment Bylaw No. 1786.03, 2020".

CARRIED UNANIMOUSLY

20-138

It was moved and seconded that the Board waive the current 42L manual collection food waste bin fee for new Regional District of Nanaimo residents and residents requiring replacements until September 30, 2020.

CARRIED UNANIMOUSLY

BYLAWS - WITH NO ACCOMPANYING REPORT

Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.07, 2020

20-139

It was moved and seconded that "Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.07, 2020" be adopted.

Opposed (1): Director Mayne

CARRIED

Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1804, 2020

20-140

It was moved and seconded that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1804, 2020" be adopted.

CARRIED UNANIMOUSLY

REPORTS

Contract Award - Professional Engineering Services for the Nanoose Bay Peninsula Water Service Area SCADA Implementation – Phase 1

20-141

It was moved and seconded that the Regional District of Nanaimo enter into a contract with MPE Engineering Ltd. for the Nanoose Bay Peninsula Water Service Area SCADA Implementation – Phase 1 in the amount up to \$209,956.00 (exclusive of taxes).

CARRIED UNANIMOUSLY

Bylaw 500 Review and Update Project Terms of Reference

20-142

It was moved and seconded that the Board endorse the Terms of Reference for the Bylaw 500 Review and Update Project.

CARRIED UNANIMOUSLY

Proposed Statutory Right-Of-Way over Unsurveyed Crown Land - 3521 and 3529 Dolphin Drive, Electoral Area E

20-143

It was moved and seconded that the Board authorize staff to submit a Crown Land Tenure Application to secure the boardwalk alignment in accordance with the Lakes District and Schooner Cove Phased Development Agreement.

CARRIED UNANIMOUSLY

Thompson Clarke Ocean Trail Licence to Use Agreement (Area H)

20-144

It was moved and seconded that the 2020-2025 Thompson Clarke Ocean Trail Licence to Use Agreement with Joanne and George Cousineau of 4891 Thompson Clarke Drive West in Deep Bay be approved.

CARRIED UNANIMOUSLY

Secondary Reception Centre on Gabriola Island

20-145

It was moved and seconded that the Regional District of Nanaimo enter into a 'License of Use' agreement with the Gabriola Community Hall for the use of the hall as an Emergency Reception Centre subject to the installation of a heat pump and electric baseboard heaters.

Opposed (5): Director Young, Director Salter, Director Wallace, Director Mayne, and Director Fras

CARRIED

Director Wiese left the meeting at 11:35 A.M.

Building Permit Activity - 2019

20-146

It was moved and seconded that the report Building Permit Activity – 2019 be received for information.

CARRIED UNANIMOUSLY

NEW BUSINESS

Community Works Funds Allocation - Cedar Community Hall Association Parking Lot Paving

20-147

It was moved and seconded that pending project approval from the Union of BC Municipalities, staff be directed to complete an agreement with the Cedar Community Hall Association for up to \$53,852 from the Electoral Area A Community Works Fund allocation for parking lot paving of the Emergency Reception Centre.

CARRIED UNANIMOUSLY

Community Works Funds Allocation - Errington Hall Meeting Room Expansion

20-148

It was moved and seconded that pending approval from the Union of BC Municipalities, that \$150,000 of Electoral Area F Community Works Funds be allocated to the Errington Hall Meeting Room Expansion.

CARRIED UNANIMOUSLY

Federation of Canadian Municipalities Annual Conference

20-149

It was moved and seconded that the Regional District of Nanaimo notify the president of the Federation of Canadian Municipalities that the Regional District of Nanaimo urges the FCM Executive to cancel / postpone the June 4-7, 2020 Annual Conference in Toronto.

Opposed (10): Director Thorpe, Director Salter, Director Wallace, Director Krog, Director Armstrong, Director Bonner, Director Hemmens, Director Mayne, Director Fras, and Director Swain

DEFEATED

IN CAMERA

20-150

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)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*,
- 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; and
- 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED UNANIMOUSLY

TIME: 11:48 AM

RISE AND REPORT

Tribal Journeys 2020 Paddle to Snuneymuxw First Nation Request

20-151

It was moved and seconded that the request from Snuneymuxw First Nation for additional transit service for Tribal Journeys 2020 from July 27 to August 1, 2020, be approved.

CARRIED UNANIMOUSLY

St. Anne's Shelter in Oceanside

20-152

It was moved and seconded that the Board direct Regional District of Nanaimo staff to communicate and work with BC Housing, Oceanside Heart, and the municipal Chief Administrative Officers of Oceanside to replace St. Anne's shelter during the Provincial State of Emergency due to COVID-19.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 1:07 P.M.

CHAIR

CORPORATE OFFICER