



REGIONAL
DISTRICT
OF NANAIMO

Engagement Plan for Regional District of Nanaimo District 69 Swimming Pool Local Service Area Establishment Bylaw No. 899 Amendment

RECOMMENDATION

That the Board approve the Engagement Plan (Attachment 1) and Detailed Schedule (Attachment 2) for community input from existing service contributors and Electoral Area E on changes being considered to the Regional District of Nanaimo District 69 Swimming Pool Local Service Area Establishment Bylaw No. 899.

BACKGROUND

At the June 14, 2022, RDN Board meeting the Board received recommendations from the District 69 Swimming Pool Service Select Committee. From the discussions and deliberations on the topic, the following resolutions were adopted by the Board:

22-344

It was moved and seconded that a referendum be held with public engagement, at the “involve” level of participation within the Board’s engagement policy, to amend the Regional District of Nanaimo District 69 Swimming Pool Service Establishment Bylaw No. 899, 1993 (Bylaw 899), to include Electoral Area’s E, F, G, H, City of Parksville and Town of Qualicum Beach, based on an apportionment model of 1/3 assessment, 1/3 population, and 1/3 usage.

22-345

That staff prepare a report on the possibility of holding the referendum during the upcoming election on October 15, 2022, as well as other options.

At the July 12, 2022, RDN Board meeting, the Board received Oceanside Service Committee recommendations for the Ravensong Aquatic Centre Expansion and Regional Aquatics for Oceanside Communities 2022 - 2024 Plan. At that meeting, the following resolutions were adopted by the Board:

22-455

That the Regional District of Nanaimo proceed with option 1B as noted on page 4 of the Ravensong Aquatic Centre Expansion and Regional Aquatics for Oceanside Communities 2022-2024 Plan staff report.

22-456

That this motion [that a referendum occur concurrently with the referendum for the amendment to Bylaw 899] be referred to an upcoming regular Board meeting to discuss with an upcoming staff report regarding the amendment to Bylaw 899.

At the July 26, 2022, meeting, the Board received the report *Options for Public Engagement and Referendum for the District 69 Pool Service and Expansion*, and at that time the Board provided direction for staff to prepare a report for engagement and referendum for the District 69 Pool Service and Expansion.

Staff have prepared an Engagement Plan (Attachment 1) as well as a Detailed Schedule (Attachment 2) for Board approval.

Engagement Plan – See Attachment 1 and Attachment 2 for Details

The Engagement Plan outlines the steps to provide the residents of RDN Electoral Areas (EAs) E, F, G, H, City of Parksville and Town of Qualicum Beach with balanced and objective information to assist them in understanding the project and to gather their input. Consistent with the 'Involve' level of engagement, feedback to the public would also be provided as to how the public influenced the decision. The engagement period proposed is from November 2022 - January 2023, with a What We Heard Summary shared with the Board in March of 2023 to determine if and what amendments the Board will consider to Bylaw 899.

RDN Board and Legislative Approval following the Engagement

After engagement for an amendment to Bylaw 899, the Board would deliberate the outcome and decide on the content of a proposed amended bylaw. After this decision during a Board meeting (March 2023) staff would then prepare a bylaw for the Board's consideration and, if approved, the Board would then proceed to provide three readings of the bylaw. This bylaw would indicate that the elector approval method is to be obtained by way of referendum.

After three readings of the bylaw, the Board is required to appoint a Regional Voting Officer and Chief Election Officer to oversee and conduct the referendum as outlined in Section 179 (5) of the *Local Government Act*. The bylaw would be sent to the Ministry of Municipal Affairs to obtain Inspector Approval, which can take up to 12 weeks. If approved by the Inspector, the Regional Voting Officer is responsible for setting the date of the referendum which must be no later than 80 days after the date of inspector approval of the bylaw required by legislation.

Overall, it could take up to 24 weeks between three readings of a bylaw and the voting date of a referendum. The Detailed Schedule (Attachment 2) provides a graphic representation of the timeline for both the engagement plan as well as the RDN Board review and if the Board wishes, continuing through the legislative process and approval of amending Bylaw 899 through referendum. As shown in Attachment 2 in the section *Pending Board Approval*, the summer months of July and August 2023 fall within this 24-week period. After a vote has been conducted, a staff report would be presented to the Board with referendum results, and at that time the Board would deliberate the adoption of the bylaw.

Of special note is that the schedule of events in Attachment 2 past March 2023 have not been approved by the Board. They are shown to illustrate the anticipated timeline to progress to referendum should the Board decide to do so following the public engagement process.

FINANCIAL IMPLICATIONS

In anticipation of completing detailed design work and a referendum for approval of borrowing for an expansion to Ravensong Aquatic Centre, the RDN budgeted \$170,000 for professional fees and \$120,000 for a referendum totalling \$290,000 within the 2022 Financial Plan. As neither one of these will be occurring in 2022, there is funding available in 2022 to complete the engagement plan for Bylaw 899. Should the Board decide to hold two

referendums in 2023 and/or 2024, one related to amendments to Bylaw 899 and one related to borrowing for an expansion to Ravensong Aquatic Centre, then revisions to the 2023 - 2027 Five Year Financial Plan will need to be completed. The current Financial Plan has sufficient funding for one engagement plan and referendum related to expansion but not for an additional engagement plan and referendum for amendments to Bylaw 899. Additional funding of \$250,000 after 2022 would be required depending on Board decisions.

Description	Amount
Involve Engagement - Amendment to Bylaw 899	\$65,000 - \$80,000*
Referendum - Amendment to Bylaw 899	\$120,000
Professional Fees – Detailed Design for Expansion to Ravensong Aquatic Centre	\$170,000
Inform Engagement – Borrowing Referendum, Expansion to Ravensong Aquatic Centre	\$50,000
Referendum - Borrowing Approval for Expansion to Ravensong Aquatic Centre	\$120,000
TOTAL	\$540,000
Approved within 2022 - 2026 Financial Plan	\$290,000
Estimated Incremental Increase to 2023 - 2027 Financial Plan	\$250,000

*Total costs for the Engagement Plan have not been fully compiled but are estimated to be \$65,000 to \$80,000 as detailed in the Engagement Plan (Attachment 1) under the Responsibilities section.

STRATEGIC PLAN ALIGNMENT

People and Partnerships - Develop a Communications Strategy to improve and enhance community engagement and public outreach.

REVIEWED BY:

- J. Bagnall, Assistant Manager, Legislative Services
- R. Taylor, Communications Coordinator
- J. Hill, Manager, Legislative Services
- M. Manhas, Acting Director, Finance
- D. Banman, Acting General Manager, Recreation and Parks
- D. Holmes, Chief Administrative Officer

ATTACHMENTS

1. Engagement Plan - Amendment to RDN District 69 Swimming Pool Local Service Establishment Bylaw 899
2. RDN Pool Service Bylaw 899 Amendment – Detailed Schedule