

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

**Tuesday, June 13, 2023  
1:01 P.M.  
Board Chambers (Webstreamed)**

In Attendance:	Director V. Craig	Chair
	Director T. Brown	Vice 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
	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
	Alternate	
	Director I. Savage	District of Lantzville
	Director T. Westbroek*	Town of Qualicum Beach
 Regrets:	 Director M. Swain	 District of Lantzville
 Also in Attendance:	 L. Grant	 A/Chief Administrative Officer
	T. Osborne	Gen. Mgr. Recreation & Parks
	B. Routledge	A/Gen. Mgr. Engineering & Utilities
	T. Moore	Chief Financial Officer
	D. Marshall	Sr. Mgr. Transportation Services
	M. Manhas	Mgr. Capital Accounting & Financial Reporting
	S. Snelgrove	A/Mgr. Legislative Services/Corporate Officer
	M. Walters	Mgr. Water Services
	J. Schile	Senior Planner
	M. Helmer	Deputy Corporate Officer
	C. Holt	Zoom Moderator
	S. Commentucci	Recording Secretary

**CALL TO ORDER**

The Chair called the meeting to order.

\* Denotes electronic meeting participation as authorized by Section 10 of "Regional District of Nanaimo Board Procedure Bylaw No. 1862, 2022".

**TERRITORIAL ACKNOWLEDGEMENT**

The Chair respectfully acknowledged the Coast Salish Nations on whose traditional territory this meeting took place.

**APPROVAL OF THE AGENDA**

23-301

It was moved and seconded to adopt the agenda as amended to remove item 6.2 Rhianna Solomon, re Artificial Turf Concerns.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

23-302

It was moved and seconded that the minutes of the Regular Board meeting held May 23, 2023, be adopted.

CARRIED UNANIMOUSLY

**INVITED PRESENTATIONS**

**Ben Hyman, Executive Director, Vancouver Island Regional Library re RDN Check In**

Ben Hyman provided a PowerPoint presentation and answered questions from the Board.

**DELEGATIONS - ITEMS NOT ON THE AGENDA**

**Cheryl Dill and Lorrie Mohl, Central Vancouver Island Job Opportunities Building Society (CVIJOBS) re Career Centre**

Cheryl Dill and Lorrie Mohl provided a presentation regarding the Career Centre's community outreach programs.

RECESS: 2:06 P.M.

RECONVENE: 2:14 P.M.

**COMMITTEE MINUTES**

23-303

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

Transit Select Committee Meeting - May 18, 2023

Community Grants Committee Meeting - May 30, 2023

CARRIED UNANIMOUSLY

**CONSENT AGENDA**

The items and recommendations referred to above are as follows:

23-304

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

9.1.1 Regional District of Nanaimo 2023-2024 Annual Operating Agreement

9.1.2 Vancouver Island Ferry Corporation Request for Transit Service to Nanaimo Port Authority Terminal

9.1.3 District of Lantzville Minetown Day Bussing Change Request - 2023

9.1.4 Nanaimo Chamber of Commerce Special Events Shuttle for Thursday Night Market - 2023

CARRIED UNANIMOUSLY

**TRANSIT SELECT COMMITTEE RECOMMEDATIONS**

**Regional District of Nanaimo 2023-2024 Annual Operating Agreement**

23-305

That the 2023 – 2024 Annual Operating Agreement for Conventional, Custom and Nanaimo Cowichan Express transit service between the Regional District of Nanaimo and BC Transit for the period of April 1, 2023, to March 31, 2024, be approved.

ADOPTED ON CONSENT

**Vancouver Island Ferry Corporation Request for Transit Service to Nanaimo Port Authority Terminal**

23-306

That the changes to the 25 Ferry Shuttle bus route for the purpose of providing transit service to Vancouver Island Ferry Company foot passenger customers at the Nanaimo Port Authority Terminal commencing January 7, 2024, outlined in the staff report dated May 18, 2023 be approved.

ADOPTED ON CONSENT

**District of Lantzville Minetown Day Bussing Change Request - 2023**

23-307

That the Board approve the Minetown Day Planning Committee's request for (1) free transit services on Route 11 Lantzville and (2) Snaw-Naw-As Community route extension for the 'Minetown Day' event being held on Saturday, August 12, 2023.

ADOPTED ON CONSENT

## **Nanaimo Chamber of Commerce Special Events Shuttle for Thursday Night Market - 2023**

23-308

That the Board approve the Nanaimo Chamber of Commerce's request for the Regional District of Nanaimo to provide transit shuttle service for the summer Thursday Night Market, starting June 22 and ending August 31, 2023. The total cost charged to the Nanaimo Chamber of Commerce will not exceed \$600.00 per event day.

ADOPTED ON CONSENT

## **ITEMS REMOVED FROM THE CONSENT AGENDA**

### **Applications for Community Grants**

23-308

It was moved and seconded that the Board award the following Community Grants:

- Arrowsmith Agricultural Association - Removal and replacement of a concrete walkway - \$4,000
- Broombusters Invasive Plant Society - Chipping, tools, safety vests, signs and administration costs - \$1,200
- Cedar United Church - Upgrades to the building to meet fire regulations and space for a childcare program - \$5,853
- Errington War Memorial Hall Association - Replacement of the 15-year-old heat pump and air handler - \$4,000
- Connective Support Society - Contribute to a rent bank for loans to the community members who need assistance with their monthly rent - \$10,000
- Jonanco Hobby Workshop Association - Purchase of batting for quilts that are donated, signs for fundraising events, and emergency replacement of furnace - \$4,500
- Nanaimo Foodshare Society - Purchase of gardening and cooking equipment and covering the cost of one youth each week in the summer camp - \$5,890
- Nanoose Community Services Association - To offer participants fresh fruit, vegetables, and a dozen eggs under the Food Share Program - \$6,000
- Parksville Seniors Activity and Drop-In Centre - Purchase of a new laptop to be used for accounting - \$950
- People for a Healthy Community - Purchase of GERTIE bus passes to be distributed to low-income members of the community - \$3,300
- Royal Canadian Legion Mount Benson Branch 256 - Phase 2 washroom renovation infrastructure renewal and accessible upgrades - \$5,853
- Royal Canadian Legion Seaview Centennial Branch 257 - Purchasing and installation of a new PA system in the lounge and hall - \$5,853

- St. Stephen's United Church - Community meals, groceries and supplies needed to keep the program running - \$6,000
- The HOPE Centre (Verstraete Evangelistic Association) - Purchase and installation of heat pumps to replace the old air conditioners - \$5,853

TOTAL \$69,252

CARRIED UNANIMOUSLY

### **Community Grants Budget**

23-309

It was moved and seconded that the Community Grants budget in the 2024-2028 Financial Plan be increased to \$170,000.

Opposed (2): Director Rogers and Director Salter

CARRIED

### **Community Grants Funding History Record**

It was moved and seconded that for the 2024 Community Grants meeting, staff prepare a report that details the amounts awarded to recipients for the previous 3 years.

23-310

It was moved and seconded that the motion be amended to replace “3 years” with “5 years”.

CARRIED UNANIMOUSLY

The vote was taken on the main motion, as amended, as follows:

23-311

It was moved and seconded that for the 2024 Community Grants meeting, staff prepare a report that details the amounts awarded to recipients for the previous 5 years.

CARRIED UNANIMOUSLY

## **REPORTS**

### **Final Report for the Nanaimo River Flood Hazard Mapping Project**

Jamai Schile, Senior Planner and Jeff Marvin, Project Engineer, Kerr Wood Leidal, provided a PowerPoint presentation and answered questions from the Board.

23-312

It was moved and seconded that the Board direct the 2023 Nanaimo River flood hazard mapping information be communicated to the public.

CARRIED UNANIMOUSLY

**Zoning Amendment Application No. PL2022-093, 1035 Shayla Road, Electoral Area H, Amendment Bylaw No. 500.438, 2023 – Adoption**

23-313

It was moved and seconded that the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.438, 2023”.

CARRIED UNANIMOUSLY

**Complete Communities Funding Program 2023-2024**

23-314

It was moved and seconded:

1. That the Board support a grant application to the Union of British Columbia Municipalities Complete Communities Funding Program 2023-2024 lead by the City of Nanaimo for \$200,000 to develop and collaborate on an Area Plan for the Woodgrove Urban Centre.
2. That the City of Nanaimo be approved as the primary applicant, recipient, and manager of the Union of British Columbia Municipalities Complete Communities Funding Program 2023-2024 in partnership with the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

Director Thorpe left the meeting 3:12 P.M.

**First Quarter 2023 Strategic Plan and Key Initiatives Update**

23-315

It was moved and seconded that the Board receive the report titled “First Quarter 2023 Strategic Plan and Key Initiatives Update”, dated June 13, 2023, for information.

CARRIED UNANIMOUSLY

**Financial Report - January to March 2023**

23-316

It was moved and seconded that the Financial Report for the period January 1, 2023, to March 31, 2023, be received for information.

CARRIED UNANIMOUSLY

**2022 Statement of Financial Information**

23-317

It was moved and seconded that the 2022 Statement of Financial Information be approved as presented.

CARRIED UNANIMOUSLY

**2024 to 2028 Financial Plan Schedule**

23-318

It was moved and seconded that the proposed timing for the 2024 – 2028 Financial Plan presentations be approved.

CARRIED UNANIMOUSLY

**Canada Day Standing Transit Shuttle Service Request**

23-319

It was moved and seconded that the City of Nanaimo’s Canada Day community celebration, on July 1st, Standing Transit Shuttle Service Request be approved.

CARRIED UNANIMOUSLY

**BYLAWS - WITH NO ACCOMPANYING REPORT**

**Fairwinds Community Rainwater Detention Service Establishment Bylaw No. 1871, 2023**

23-320

It was moved and seconded that the Board adopt “Fairwinds Community Rainwater Detention Service Establishment Bylaw No. 1871, 2023”.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Lisa Grant, A/Chief Administrative Officer, updated the Board on the Cameron Lake Bluff wildfire current status.

**IN CAMERA**

23-321

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)(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; and
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

TIME: 3:35 P.M.

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

TIME: 4:26 P.M.

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CHAIR

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CORPORATE OFFICER