

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING**

**Tuesday, June 12, 2018**

**3:00 P.M.**

**RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	Director A. McPherson	Electoral Area A
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Alternate	
	Director S. Armstrong	City of Nanaimo
	Director D. Brennan	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Director M. Lefebvre	City of Parksville
	Director K. Oates	City of Parksville
	Director B. Colclough	District of Lantzville
	Alternate	
Director A. Skipsey	Town of Qualicum Beach	
Regrets:	Director H. Houle	Electoral Area B
	Director B. McKay	City of Nanaimo
	Director B. Bestwick	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
	Director T. Westbroek	Town of Qualicum Beach
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	D. Banman	A/Gen. Mgr. Recreation & Parks
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	D. Wells	Gen. Mgr. Corporate Services
	S. De Pol	Director of Water & Wastewater Services
	D. Pearce	Director of Transportation & Emergency Services
	P. Thompson	Mgr. Long Range Planning
	T. Mayea	Legislative Coordinator
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.

The Chair welcomed Alternate Directors Armstrong and Skipsey 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 - May 8, 2018**

It was moved and seconded that the minutes of the Regular Committee of the Whole meeting held May 8, 2018, be adopted.

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

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

Fred Alteen, Canadian Tire Store, re Holiday Bus Schedule

CARRIED UNANIMOUSLY

**COMMITTEE MINUTES**

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

District 69 Recreation Commission - May 17, 2018

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

**District 69 Recreation Commission**

**District 69 Recreation Services Master Plan Report**

It was moved and seconded that the D69 Recreation Services Master Plan Steering Committee work together with Regional District of Nanaimo staff and consultants to formulate a revised recreation facility development strategy for three top priority items as follows:

1. Minimum Ravensong Pool upgrade proposal to address critical current user concerns and define a low cost upgrade recommendation to move forward quickly with a referendum to proceed.
2. Minimum cost replacement of the old track at Ballenas Secondary School and a proposal for an 8 lane rubberized track and field facility at a future location.
3. Continuation and finalization of the centralized land purchase strategy as defined in the July 2006 Recreation Services Master Plan for Oceanside section 7.2.

CARRIED UNANIMOUSLY

It was moved and seconded that when the District 69 Recreation Commission and Regional District of Nanaimo Board are considering recreation infrastructure projects in the District 69 (Oceanside) area that they be informed by a financial analysis review process.

CARRIED UNANIMOUSLY

**District 69 Youth Recreation Grants**

It was moved and seconded that the following District 69 Youth Recreation Grant applications be approved:

- Bard to Broadway - youth theatre workshop facility rental - \$410
- Bard to Broadway - performing arts education series facility rental - \$1,180
- Kwalikum Secondary School - Dry Grad - \$1,000
- Oceanside Community Arts Council - summer camp supplies - \$1,000
- District 69 (Oceanside) Minor Softball Association - equipment - \$2,000
- Oceanside Track and Field Club - high jump mat - \$2,500
- Parksville Volleyball Club - Community play days, equipment, facility rental - \$2,500
- YoungLife Canada (Qualicum Beach) - food and supplies - \$750

Total - \$11,340

CARRIED UNANIMOUSLY

**District 69 Community Recreation Grants**

It was moved and seconded that the following District 69 Community Recreation Grant applications be approved:

- Arrowsmith Community Recreation Association - Food Skills for Families – \$1,000
- Arrowsmith Community Recreation Association - Coombs Candy Walk - \$2,243
- Errington Cooperative Preschool - art supplies and games - \$1,300
- Eswyn's Alpine and Rock Garden - signage - \$650
- Parksville Curling Club - Worksafe compliance/ammonia safety equipment - \$2,500
- Parksville Lions Club - Lions Club Free Skates at Oceanside Place - \$750
- Parksville Golden Oldies Sports Association (PGOSA) - 25th Anniversary active living video - \$1,000
- Parksville Senior Athletic Group (Slo-Pitch) - AED at Parksville Community Park - \$1,350
- Qualicum Beach Community Garden Society - materials for garden beds - \$2,126
- Qualicum Community Education and Wellness - family soccer program – \$1,500
- Town of Qualicum Beach - Select Committee on Family Day Celebration - pool rental - \$500

Total - \$14,919

CARRIED UNANIMOUSLY

**ADMINISTRATION**

**Freedom of Information and Protection of Privacy Act 2017 Overview**

It was moved and seconded that the Freedom of Information and Protection of Privacy Act 2017 Overview report be received for information.

CARRIED UNANIMOUSLY

**Regional District of Nanaimo 2018-2022 Board Orientation**

It was moved and seconded that the 2018-2022 Board Orientation be approved.

CARRIED UNANIMOUSLY

**CORPORATE SERVICES**

**2017 Annual Financial Report and Statement of Financial Information**

It was moved and seconded that the 2017 Annual Financial Report and the Statement of Financial Information be approved as presented.

CARRIED UNANIMOUSLY

**Quarterly Financial Report – First Quarter - 2018**

It was moved and seconded that the financial report for the period January 1, 2018 to March 31, 2018 be received for information.

CARRIED UNANIMOUSLY

**STRATEGIC AND COMMUNITY DEVELOPMENT**

**2019-2022 Strategic Planning Process**

It was moved and seconded that the 2019 – 2022 Strategic Planning Process be endorsed.

CARRIED UNANIMOUSLY

**Regional Economic Development**

It was moved and seconded that a meeting be organized with the organizations listed in Attachment 2 to consider the creation of a region-wide economic development service, and further

That to assist with the meeting, a background report that incorporates input from the other organizations be prepared addressing the current state of economic development in the Regional District of Nanaimo.

It was moved and seconded that the organizations listed in Attachment 2 of the Regional Economic Development report be amended to include: The Lighthouse Country Business Association, Gabriola Island Chamber of Commerce Economic Development and Tourism, Snaw-Naw-As First Nation, Snuneymuxw First Nation, Qualicum First Nation, Nanaimo Port Authority and Nanaimo Airport Authority.

Opposed (2): Director McPherson, and Director Stanhope

CARRIED

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

It was moved and seconded that a meeting be organized with the organizations listed in Attachment 2 as amended to include: The Lighthouse Country Business Association, Gabriola Island Chamber of Commerce Economic Development and Tourism, Snaw-Naw-As First Nation, Snuneymuxw First Nation, Qualicum First Nation, Nanaimo Port Authority and Nanaimo Airport Authority, to consider the creation of a region-wide economic development service, and further

That to assist with the meeting, a background report that incorporates input from the other organizations be prepared addressing the current state of economic development in the Regional District of Nanaimo.

Opposed (2): Director McPherson, and Director Stanhope

CARRIED

**REGIONAL AND COMMUNITY UTILITIES**

**Biosolids Transportation Services Contract Award**

It was moved and seconded that the Board award a two-year contract for Biosolids Transportation Services to DBL Disposal Services Ltd at an estimated value of \$162,000.

CARRIED UNANIMOUSLY

It was moved and seconded that the General Manager of Regional and Community Utilities and the Director of Finance be authorized to extend the contract for an additional 2 years if required.

CARRIED UNANIMOUSLY

**Detailed Design Services for Chase River Force Main No. 1 Replacement and Pump Station Upgrades**

It was moved and seconded that the Engineering Services contract for the detailed design of the Chase River Force Main No. 1 Replacement and Pump Station Upgrades Project be awarded to CH2M Hill Canada Limited for \$199,682 (excluding GST).

CARRIED UNANIMOUSLY

**Solid Waste Management Plan Adoption**

It was moved and seconded that the Solid Waste Management Plan be adopted and that the Plan be sent to the Minister of Environment & Climate Change Strategy for approval.

Opposed (2): Director Young, and Director Hong

CARRIED

**TRANSPORTATION AND EMERGENCY PLANNING SERVICES**

**Transit Radio Tower Occupancy Agreement**

It was moved and seconded that the Regional District of Nanaimo enter into an agreement with the City of Nanaimo to allow the installation of Transit Services radio and auxiliary equipment on an existing tower and related building and provide hydro for \$1,200 annually for a five (5) year term commencing April 1, 2018 to March 31, 2023.

CARRIED UNANIMOUSLY

**Coombs Fire Department Self Contained Breathing Apparatus Tender Award**

It was moved and seconded that the Board award the Coombs-Hilliers Fire Department Self Contained Breathing Apparatus contract to Guillevin International at a cost of \$227,700.53 before taxes to be funded by the Coombs-Hilliers Fire Service capital reserve fund.

CARRIED UNANIMOUSLY

**Directors' Roundtable**

Directors provided updates to the Board.

**ADJOURNMENT**

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 4:20 PM

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CHAIR