

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

**Tuesday, September 4, 2018  
3:05 P.M.  
RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Deputy Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Director B. McKay	City of Nanaimo
	Alternate	
	Director S. Armstrong	City of Nanaimo
	Director D. Brennan	City of Nanaimo
	Director M. Lefebvre	City of Parksville
	Director B. Colclough	District of Lantzville
	Director T. Westbrook	Town of Qualicum Beach
Regrets:	Director B. Bestwick	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
	Director K. Oates	City of Parksville
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. Wells	Gen. Mgr. Corporate Services
	J. Beauchamp	Director of Finance
	S. De Pol	Director of Water & Wastewater Services
	D. Pearce	Director of Transportation & Emergency Services
	T. Mayea	A/Mgr. Administrative Services
	P. Thompson	Mgr. Long Range Planning
	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.

## **APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved, as amended, to consider Item 5.3 Dr. Paul Hasselback, Medical Health Officer, and Analisa Blake, Project Manager; Food Security, Health Living and Community Health Networks, Island Health, re the Value of Community Health Networks before Item 5.2.

CARRIED UNANIMOUSLY

## **ADOPTION OF MINUTES**

### **Regular Committee of the Whole Meeting - July 10, 2018**

It was moved and seconded that the minutes of the Regular Committee of the Whole meeting held July 10, 2018, be adopted.

CARRIED UNANIMOUSLY

## **INVITED PRESENTATIONS**

### **Gloria Hatfield, President Gabriola Island Chamber of Commerce, re Update on the Gabriola Island Chamber of Commerce**

Gloria Hatfield provided an overview of the Annual Report on Economic Development for Electoral Area B which highlighted the accomplishments achieved on Governance, Marketing and Promoting the Gabriola Brand, Economic Development Initiatives, and thanked the Board for their continued support and annual funding.

## **DELEGATIONS**

### **Dean Gaudry and Paul Chapman, re Nanaimo & Area Land Trust - 2019 Funding Agreement**

Dean Gaudry and Paul Chapman provided an overview of the services that the Nanaimo & Area Land Trust has provided to the Regional District in 2017 including land acquisitions and conservation agreements, and asked the Board to increase their funding by \$5,000 to a total annual amount of \$35,000.

### **Dr. Paul Hasselback, Medical Health Officer, and Analisa Blake, Project Manager; Food Security, Healthy Living and Community Health Networks, Island Health, re the Value of Community Health Networks**

Dr. Paul Hasselback and Analisa Blake provided an overview of the Community Health Networks at Island Health including the activities and accomplishments of the networks, the benefits of regional districts as network hosts, and determinants of health across the region including government supports to assist in lowering the costs of health care.

**Lisa Marie Barron, Coordinator, and Sharon Welch, Chair, Oceanside Health and Wellness Network (OHWN), re OHWN Update**

Sharon Welch and Lisa Marie Barron provided an overview of the Oceanside Health & Wellness Network highlighting the structure of the network, child wellness, child and youth mental health, network development, forums held in the Oceanside Region, and thanked the Board for their funding and requested that the Board approve the contract renewal for the Coordinator position.

**CORRESPONDENCE**

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

Leonard Krog, MLA, re Nanaimo Search and Rescue

CARRIED UNANIMOUSLY

**COMMITTEE MINUTES**

That the following minutes be received for information:

District 69 Recreation Commission - July 19, 2018

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

**District 69 Recreation Commission**

**Rubberized Track**

It was moved and seconded that staff move forward with discussions with School District 69 (Qualicum), City of Parksville and Town of Qualicum Beach for a rubberized track, up to 8 lanes, to bring back for further review and consideration by the District 69 Recreation Commission and RDN Board.

CARRIED UNANIMOUSLY

**Pool Discussion**

It was moved and seconded that staff proceed to prepare a concept plan to advance the addition of a second 25m tank and expanded change rooms at the Ravensong Aquatic Centre.

CARRIED UNANIMOUSLY

**Confirmation of Multiplex Vision**

It was moved and seconded that a centralized land purchase strategy be developed and implemented for a future indoor/outdoor sport recreation facility complex for the Oceanside area.

CARRIED UNANIMOUSLY

**Formation of D69 Recreation Commission Infrastructure Planning Sub-Committee**

It was moved and seconded that a District 69 Recreation Commission Infrastructure Planning Sub-Committee be formed after the 2018 election.

CARRIED UNANIMOUSLY

**CORPORATE SERVICES**

**2019 to 2023 Financial Plan Schedule**

It was moved and seconded that the preliminary 2019 budget information provided be received and that the proposed schedule of meetings to review and approve the 2019 to 2023 Financial Plan be approved as presented.

CARRIED UNANIMOUSLY

**Approval of Signing Authorities for General Banking and Investments**

It was moved and seconded that the signing authorities for general banking services and financial instruments reflect the following officer positions:

Chair - William Veenhof

Deputy Chair - Ian Thorpe

Chief Administrative Officer - Phyllis Carlyle

Director of Finance - Jeannie Beauchamp

Manager, Accounting Services - Tiffany Moore

Manager, Capital & Financial Reporting - Manvir Manhas

CARRIED UNANIMOUSLY

It was moved and seconded that the foregoing authorizations extend to accounts in the name of the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

**Quarterly Financial Report – Second Quarter – 2018**

It was moved and seconded that the Financial Report for the period January 1, 2018 to June 30, 2018 be received for information.

CARRIED UNANIMOUSLY

**Bylaw 1775 – Alberni-Clayoquot Regional District – 2019 Permissive Tax Exemption**

It was moved and seconded that "Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1775, 2018" be introduced and read three times.

CARRIED UNANIMOUSLY

It was moved and seconded that “Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1775, 2018” be adopted.

CARRIED UNANIMOUSLY

### **Election Worker Liability Insurance Coverage**

It was moved and seconded that the Board authorize the Director of Finance and the Manager of Administrative Services to enter into Service Provider Agreements with individual election workers for the provision of liability insurance through the Regional District’s liability insurance held with the Municipal Insurance Association of British Columbia.

CARRIED UNANIMOUSLY

### **Communications for Election 2018**

It was moved and seconded that the Board receive the Communications for Election 2018 report for information.

CARRIED UNANIMOUSLY

Director Armstrong left the meeting at 4:07 PM.

### **Rogers Cell Tower Right of Way Agreement**

It was moved and seconded that the Board approve the offer from Rogers Communications Inc. of \$13,860 per year for the 2018 – 2023 term (which includes a renewal option of five years from June 1, 2023 to May 31, 2028) and to allow two additional renewal options of five years, commencing June 1, 2028 – May 31, 2033 and June 1, 2033 – May 31, 2038).

It was moved and seconded that the motion be amended by deleting all text following: (which includes a renewal option of five years from June 1, 2013 to May 31, 2028).

Opposed (6): Director Thorpe, Director Stanhope, Director McKay, Director Brennan, Director Lefebvre, and Director Westbroek

CARRIED

The vote was taken on the main motion as amended:

It was moved and seconded that the Board approve the offer from Rogers Communications Inc. of \$13,860 per year for the 2018-2023 term (which includes a renewal option of five years from June 1, 2023 to May 31, 2028).

Opposed (6): Director Thorpe, Director McPherson, Director Fell, Director Stanhope, Director McKay, and Director Lefebvre

CARRIED

It was moved and seconded that staff be directed to seek a contract renewal rate of a minimum of \$25,000 per year from Rogers Communications Inc. for the use of Regional District of Nanaimo land for their cell tower.

Opposed (1): Director Rogers

CARRIED

## **STRATEGIC AND COMMUNITY DEVELOPMENT**

### **The National Housing Strategy and Opportunities in Regional Affordable Housing**

It was moved and seconded that the Board provide direction to advance a regional approach to affordable housing that considers partnership development and the creation of a regional affordable housing service and reserve fund.

CARRIED UNANIMOUSLY

### **Oceanside Health and Wellness Network Coordinator Funding – Contract Renewal Request from Island Health**

It was moved and seconded that the Regional District of Nanaimo enter into a three-year contract with Island Health, from November 1, 2018 to October 31, 2021, to administer funds for subcontracting a Coordinator for the Oceanside Health and Wellness Network.

CARRIED UNANIMOUSLY

### **Overview of the Green Building Incentive Program**

It was moved and seconded that the Green Building Incentive Program be reviewed.

CARRIED UNANIMOUSLY

### **Regional Growth Strategy Amendment to Implement the Town of Qualicum Beach Official Community Plan**

It was moved and seconded that the amendments required to “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011” to implement the “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018” proceed through the minor amendment process.

Opposed (1): Director McPherson

CARRIED

It was moved and seconded that the Regional Context Statement be accepted.

Opposed (1): Director McPherson

CARRIED

It was moved and seconded that the Consultation Plan for the “Regional Growth Strategy Amendment to Implement the Town of Qualicum Beach Official Community Plan” be endorsed.

Opposed (1): Director McPherson

CARRIED

## **RECREATION AND PARKS**

### **Bylaw No. 1777 - District 69 Recreation Commission**

It was moved and seconded that the “District 69 Recreation Commission Bylaw No. 1777, 2018” be introduced and read three times.

CARRIED UNANIMOUSLY

It was moved and seconded that the “District 69 Recreation Commission Bylaw No. 1777, 2018” be adopted.

CARRIED UNANIMOUSLY

## **REGIONAL AND COMMUNITY UTILITIES**

### **Bylaw No.1655.08 – Water Services Fees and Charges Amendments 2018**

It was moved and seconded that “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.08, 2018” be introduced and read three times.

CARRIED UNANIMOUSLY

It was moved and seconded that “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.08, 2018” be adopted.

CARRIED UNANIMOUSLY

### **Bylaw No. 1655.09 – Water User Rate Amendments 2019**

It was moved and seconded that “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.09” be introduced and read three times.

CARRIED UNANIMOUSLY

It was moved and seconded that “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.09” be adopted.

CARRIED UNANIMOUSLY

Director Armstrong returned to the meeting at 4:47 PM

**Overview of Water Stewardship Rebates**

It was moved and seconded that the Overview of Water Stewardship Rebates be received for information.

CARRIED UNANIMOUSLY

**Project Update – 10 Year Action Plan Review for Drinking Water and Watershed Protection**

It was moved and seconded that the Board receive this report on the 10 Year Action Plan Review for the Drinking Water and Watershed Protection program for information.

CARRIED UNANIMOUSLY

**Madrona Reservoir Statutory Right-of Way Renewal with Island Timberlands**

It was moved and seconded that the Board approve the renewal of the Statutory Right-of-Way and Road Use Agreement with Island Timberlands for the Madrona reservoir for five years.

CARRIED UNANIMOUSLY

**TRANSPORTATION AND EMERGENCY PLANNING SERVICES**

**D69 Family Resource Association Surplus Request**

It was moved and seconded that the Board extend the terms of the Family Resource agreement for two months, to end of May 31, 2020.

CARRIED UNANIMOUSLY

**Bow Horn Fire Protection Service Amendment Bylaw No. 1385.09, 2018**

It was moved and seconded that the first three readings of "Bow Horn Fire Protection Service Amendment Bylaw No. 1385.09, 2018" be rescinded.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM CORRESPONDENCE / DELEGATIONS**

**Nanaimo & Area Land Trust - 2019 Funding Agreement**

It was moved and seconded that the Nanaimo & Area Land Trust funding be increased by \$5,000 per year starting in the 2019 Budget for a total of \$35,000 funding.

Opposed (1): Director Rogers

CARRIED

**NEW BUSINESS**

**Directors' Roundtable**

Directors provided updates to the Board.



**IN CAMERA**

It was moved and seconded that pursuant to Sections 90 (1) (e), (g), (i), (j), and (k) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to the acquisition of land, litigation or potential litigation, solicitor-client privilege, third party business interests and the provision of a proposed service.

CARRIED UNANIMOUSLY

TIME: 5:11 PM

**ADJOURNMENT**

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 5:31 PM

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CHAIR