

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

**Tuesday, July 23, 2019
7:00 P.M.
Board Chambers**

In Attendance:	Director I. W. Thorpe	Chair
	Director B. Rogers	Vice Chair
	Alternate	
	Director A. McPherson	Electoral Area A
	Director V. Craig	Electoral Area B
	Director M. Young	Electoral Area C
	Director L. Salter	Electoral Area F
	Alternate	
	Director J. Stanhope	Electoral Area G
	Director S. McLean	Electoral Area H
	Director L. Krog	City of Nanaimo
	Director S. Armstrong	City of Nanaimo
	Director T. Brown	City of Nanaimo
	Director B. Geselbracht	City of Nanaimo
	Alternate	
	Director Z. Maartman	City of Nanaimo
	Director J. Turley	City of Nanaimo
	Director E. Mayne	City of Parksville
	Director A. Fras	City of Parksville
	Director M. Swain	District of Lantzville
	Alternate	
	Director T. Westbroek	Town of Qualicum Beach
Regrets:	Director K. Wilson	Electoral Area A
	Director D. Bonner	City of Nanaimo
	Director E. Hemmens	City of Nanaimo
	Director B. Wiese	Town of Qualicum Beach
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	S. De Pol	A/ Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Wells	Gen. Mgr. Corporate Services
	D. Pearce	Director of Transportation & Emergency Services
	J. Hill	Mgr. Legislative Services
	J. Pisani	Drinking Water & Watershed Protection Coordinator
	C. Golding	Recording Secretary
	C. Jefferies	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 Maartman, McPherson, Stanhope and Westbroek to the meeting.

APPROVAL OF THE AGENDA

19-265

It was moved and seconded that the agenda be approved, as amended, to include the following item under Correspondence:

5.2 Athol Trickett, President, Parksville Lawn Bowling Club, re Letter of Support

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Regular Board Meeting - June 25, 2019

19-266

It was moved and seconded that the minutes of the Regular Board meeting held June 25, 2019, be adopted.

CARRIED UNANIMOUSLY

CORRESPONDENCE

19-267

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

Mayor Helps, Mayor Osborne, Mayor Staples, re Vancouver Island and Coastal Communities Climate Leadership Plan

Athol Trickett, President, Parksville Lawn Bowling Club, re Letter of Support

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM CORRESPONDENCE

19-268

It was moved and seconded that the Chair appoint a Director as the Regional District of Nanaimo representative to the Vancouver Island and Coastal Communities Climate Leadership Plan steering committee.

CARRIED UNANIMOUSLY

19-269

It was moved and seconded that the Chair provide a letter of support to the Parksville Lawn Bowling Club for inclusion with their grant applications for provincial funding for their Green Conversion Project.

CARRIED UNANIMOUSLY

COMMITTEE MINUTES

19-270

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

Electoral Area Services Committee - July 9, 2019

Committee of the Whole - July 9, 2019

Executive Committee - July 11, 2019

Transit Select Committee - July 11, 2019

CARRIED UNANIMOUSLY

CONSENT AGENDA

At the request of Directors, the following items were removed from the Consent Agenda for consideration under Section 8. Items Removed from the Consent Agenda:

7.1.6 OCP and Zoning Amendments for Nanaimo Airport Draft Amendments for Consultation

7.3.3 January 2020 Service Expansion

19-271

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

7.1.1 Request for Statements of Qualifications Inventory of Recreation Services in Electoral Area A

7.1.2 5-year Project Plan - Electoral Area B Spring 2019

7.1.3 5-year Project Plan - Electoral Area C-EW/PV

7.1.4 5-year Project Plan - Electoral Area E Spring 2019

7.1.5 5-year Project Plan - Electoral Area H Spring 2019

7.1.7 Active Transportation Infrastructure Memorandum of Understanding

7.1.8 Signage for Nanoose Road Community Park

7.2.1 2020 to 2024 Financial Plan Schedule

7.2.2 Community Works Fund Status Report

7.2.3 Mount Arrowsmith Biosphere Region Roundtable Representation

7.2.4 CleanBC Communities Fund Grant Application for Electric Vehicle Charging Stations

- 7.2.5 Ravensong Aquatic Centre Solar Hot Water Community Energy Leadership Program Grant Application
- 7.2.6 License to Occupy Agreement Renewal with School District 69 Qualicum
- 7.2.7 Bylaw 789.05 – A Bylaw to Amend the Fairwinds Streetlighting Local Service
- 7.2.8 Bylaw Nos. 889.74 and 1021.13 – Amendments to the Northern Community Sewer Service and the Pacific Shores Sewer Service
- 7.3.1 South Nanaimo Local Area Transit Plan - Adoption
- 7.3.2 2019-2020 Conventional and Custom Transit Annual Operating Agreement
- 7.3.4 3 Year Service Expansion

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS

Request for Statements of Qualifications Inventory of Recreation Services in Electoral Area A

19-272

That the Request for Statements of Qualifications be issued to conduct an inventory of existing recreation services, programs and facilities within Electoral Area A.

ADOPTED ON CONSENT

5-year Project Plan - Electoral Area B Spring 2019

19-273

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area B be approved with the addition of Rollo Park Management Plan to 2022, the addition of Disk Golf feasibility assessment to Additional Project Suggestions, and the transfer of Bells Landing Water Access Boat Launch Feasibility Study from 2022 to Additional Project Suggestions.

ADOPTED ON CONSENT

5-year Project Plan - Electoral Area C-EW/PV

19-274

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area C-EW/PV be approved.

ADOPTED ON CONSENT

5-year Project Plan - Electoral Area E Spring 2019

19-275

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area E be approved with the addition of 2020 beach access signage and 2020 Nanoose Road Community Park signage.

ADOPTED ON CONSENT

5-year Project Plan - Electoral Area H Spring 2019

19-276

That the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H be approved.

ADOPTED ON CONSENT

Active Transportation Infrastructure Memorandum of Understanding

19-277

That the Active Transportation Infrastructure Memorandum of Understanding with the Ministry of Transportation and Infrastructure be approved.

ADOPTED ON CONSENT

Signage for Nanoose Road Community Park

19-278

That pending project approval by the Union of BC Municipalities, up to \$3,000 of unallocated 2019 Electoral Area E Community Works Funds be allocated to the Nanoose Road Community Park for signage.

ADOPTED ON CONSENT

COMMITTEE OF THE WHOLE RECOMMENDATIONS

2020 to 2024 Financial Plan Schedule

19-279

That the schedule for the Board's consideration of the 2020 to 2024 Financial Plan be approved.

ADOPTED ON CONSENT

Community Works Fund Status Report

19-280

That the Board receive the 2019 Community Works Funds Projects list.

ADOPTED ON CONSENT

Mount Arrowsmith Biosphere Region Roundtable Representation

19-281

That the Chair appoint a Director as the Regional District of Nanaimo representative to the Mount Arrowsmith Biosphere Region Roundtable.

ADOPTED ON CONSENT

19-282

That an amendment be made to "Regional District of Nanaimo Board Procedure Bylaw No. 1754, 2017" to add the Mount Arrowsmith Biosphere Region Roundtable to Schedule B - External Appointments.

ADOPTED ON CONSENT

CleanBC Communities Fund Grant Application for Electric Vehicle Charging Stations

19-283

That the Board approve the ten electric vehicle charging station locations identified in this report for the CleanBC Communities Fund grant application.

ADOPTED ON CONSENT

19-284

That the Board allocate \$222,222 in the 2020 budget from the Corporate Climate Action Reserve Fund for the installation of ten public electric vehicle charging stations, subject to receipt of a \$162,222 CleanBC Communities Fund grant to reimburse the Corporate Climate Action Reserve Fund.

ADOPTED ON CONSENT

19-285

That the Board direct staff to prepare a bylaw to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations.

ADOPTED ON CONSENT

19-286

That the proposed 2020 budget contain \$25,000 for annual operating, maintenance and replacement costs for the electric vehicle charging station service.

ADOPTED ON CONSENT

Ravensong Aquatic Centre Solar Hot Water Community Energy Leadership Program Grant Application

19-287

That the Board endorse the Community Energy Leadership Program grant application to the Fraser Basin Council for the Ravensong Aquatic Centre Solar Hot Water Heating Project.

ADOPTED ON CONSENT

License to Occupy Agreement Renewal with School District 69 Qualicum

19-288

That the Regional District of Nanaimo enter into a License to Occupy Agreement with School District No. 69 (Qualicum) for recreation program space at both Craig Street Commons (Parksville) and Qualicum Commons (Qualicum Beach) for a term of fifty-four (54) months commencing January 1, 2020 through June 30, 2024.

ADOPTED ON CONSENT

Bylaw 789.05 – A Bylaw to Amend the Fairwinds Streetlighting Local Service

19-289

That "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.05, 2019" be introduced and read three times.

ADOPTED ON CONSENT

Bylaw Nos. 889.74 and 1021.13 – Amendments to the Northern Community Sewer Service and the Pacific Shores Sewer Service

19-290

That "Regional District of Nanaimo Northern Community Sewer Local Service Amendment Bylaw No. 889.74, 2019" be introduced and read three times.

ADOPTED ON CONSENT

19-291

That "Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.13, 2019" be introduced and read three times.

ADOPTED ON CONSENT

TRANSIT SELECT COMMITTEE RECOMMENDATIONS

South Nanaimo Local Area Transit Plan - Adoption

19-292

That the South Nanaimo Local Area Transit Plan be adopted and that the improvement priorities identified therein, be added to the Regional District of Nanaimo Transit Service Priorities List for future expansion consideration.

ADOPTED ON CONSENT

2019-2020 Conventional and Custom Transit Annual Operating Agreement

19-293

That the 2019/2020 Conventional and Custom Transit Annual Operating Agreements with BC Transit be approved.

ADOPTED ON CONSENT

3-Year Service Expansion

19-294

That the BC Transit 3-year budget from April 1, 2020 to March 31, 2023 be included in the Regional District of Nanaimo's 5-year Financial Plan.

ADOPTED ON CONSENT

19-295

That \$130,000 be added to the 2020 Financial Plan to begin a transit network review.

ADOPTED ON CONSENT

ITEMS REMOVED FROM THE CONSENT AGENDA

OCP and Zoning Amendments for Nanaimo Airport Draft Amendments for Consultation

19-296

It was moved and seconded that the draft Official Community Plan and zoning bylaw amendments for the Nanaimo Airport lands be referred back to staff for consultation with the Cranberry Fire Department and North Cedar Fire Department.

CARRIED UNANIMOUSLY

January 2020 Service Expansion

It was moved and seconded that the 5,900 hour annual conventional transit expansion for January 2020 be approved as amended to not include the allocation of the annual conventional transit hours for Route 11 (Lantzville) in the number of 110 hours.

It was moved and seconded that the motion be amended by replacing the words following "as amended" with "with 110 annual conventional transit hours being removed from Route 11 (Lantzville) and added to Route 40 (VIU Express)."

Opposed (7): Director Thorpe, Director Rogers, Director McPherson, Director Stanhope, Director Krog, Director Mayne, and Director Swain

CARRIED

19-297

The vote was taken on the main motion as amended:

That the 5,900 hour annual conventional transit expansion for January 2020 be approved as amended with 110 annual conventional transit hours being removed from Route 11 (Lantzville) and added to Route 40 (VIU Express).

CARRIED UNANIMOUSLY

19-298

It was moved and seconded that the 1,700 hour annual custom transit expansion for January 2020 be approved.

CARRIED UNANIMOUSLY

ITEMS NOT INCLUDED IN CONSENT AGENDA

COMMITTEE RECOMMENDATIONS

Electoral Area Services Committee

Development Permit with Variance Application No. PL2019-076 - 862 Poplar Way, Electoral Area F

19-299

It was moved and seconded that the Board approve Development Permit with Variance No. PL2019-076 to permit the construction of an accessory building subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

Development Permit with Variance Application No. PL2018-207 - Lot 2, Island Highway West, Electoral Area H

19-300

It was moved and seconded that the Board approve Development Permit with Variance No. PL2018-207 to permit the development of a dwelling unit, accessory buildings and structures, driveway, stream crossings, yard area, and onsite servicing subject to the terms and conditions outlined in Attachment 2, Schedules 1 to 3.

CARRIED UNANIMOUSLY

Development Permit with Variance Application No. PL2019-072 - 585 Wain Road, Electoral Area G

19-301

It was moved and seconded that the Board approve Development Permit with Variance No. PL2019-072 to permit the construction of an addition to the dwelling unit and the accessory building subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

Committee of the Whole

Southern Community Sewer Secondary Treatment Capital Improvements – Security Issuing Bylaw 1793

19-302

It was moved and seconded that "Southern Community Sewer Local Service Secondary Treatment Capital Improvements Security Issuing Bylaw No. 1793, 2019" be introduced and read three times.

CARRIED UNANIMOUSLY

19-303

It was moved and seconded that "Southern Community Sewer Local Service Secondary Treatment Capital Improvements Security Issuing Bylaw No. 1793, 2019" be adopted.

CARRIED UNANIMOUSLY

Nanoose Bay Peninsula Water Service Area Capital Improvements – Temporary Borrowing Bylaw 1794

19-304

It was moved and seconded that "Nanoose Bay Peninsula Water Service Area Capital Improvements Temporary Borrowing Bylaw No. 1794, 2019" be introduced and read three times.

CARRIED UNANIMOUSLY

19-305

It was moved and seconded that "Nanoose Bay Peninsula Water Service Area Capital Improvements Temporary Borrowing Bylaw No. 1794, 2019" be adopted.

CARRIED UNANIMOUSLY

Bylaw Amendments Related to Enforcement of Development Permit Areas

19-306

It was moved and seconded that the report for the public hearing held on June 18, 2019 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.426" be received.

CARRIED UNANIMOUSLY

19-307

It was moved and seconded that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.426" be read a third time.

CARRIED UNANIMOUSLY

19-308

It was moved and seconded that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.426" be adopted.

CARRIED UNANIMOUSLY

19-309

It was moved and seconded that "Regional District of Nanaimo Bylaw Notice Amendment Bylaw No. 1786.02, 2019" be introduced and read three times.

CARRIED UNANIMOUSLY

19-310

It was moved and seconded that "Regional District of Nanaimo Bylaw Notice Amendment Bylaw No. 1786.02, 2019" be adopted.

CARRIED UNANIMOUSLY

Solid Waste Management Select Committee Terms of Reference

19-311

It was moved and seconded that the Regional District of Nanaimo Board review the Terms of Reference of the Solid Waste Management Select Committee.

CARRIED UNANIMOUSLY

Transit Select Committee

District of Lantzville Request for Free Transit for Minetown Day - 2019

19-312

It was moved and seconded that Lantzville's request for free transit services on the Route 11 Lantzville for 'Minetown Day' event held on Saturday, September 7, 2019 be approved.

CARRIED UNANIMOUSLY

REPORTS

Zoning Amendment Application No. PL2019-092 – 2995 Ridgeway Road, Electoral Area C – Amendment Bylaw No. 500.423, 2019 – Adoption

19-313

It was moved and seconded that the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.423, 2019”.

CARRIED UNANIMOUSLY

Zoning Amendment Application No. PL2015-084 – Springhill and Angel Roads, Electoral Area F – Amendment Bylaw 1285.32, 2019 – Third Reading

19-314

It was moved and seconded that the Board give third reading to “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.32, 2019”.

CARRIED UNANIMOUSLY

Freedom of Information and Protection of Privacy Act 2018 Overview

19-315

It was moved and seconded that the *Freedom of Information and Protection of Privacy Act* 2018 Overview report be received for information.

CARRIED UNANIMOUSLY

Update on Regional Economic Development Review

19-316

It was moved and seconded that the report Update on Regional Economic Development Review be received for information.

CARRIED UNANIMOUSLY

19-317

It was moved and seconded that the Board direct staff to proceed with hosting a regional workshop following the completion of the City of Nanaimo workshop.

CARRIED UNANIMOUSLY

Private Managed Forest Land Program Review

19-318

It was moved and seconded that the Regional District of Nanaimo Board endorse the submission (Attachment 1) to the Private Managed Forest Land Program review.

Opposed (3): Director Rogers, Director Turley, and Director Mayne

CARRIED

Mileage Allowance for Transportation

19-319

It was moved and seconded that "Regional District of Nanaimo Board Remuneration, Expenses and Benefits Amendment Bylaw No. 1770.03, 2019" be introduced and read three times.

Opposed (15): Director Thorpe, Director Rogers, Director McPherson, Director Craig, Director Young, Director Salter, Director Stanhope, Director McLean, Director Armstrong, Director Geselbracht, Director Maartman, Director Turley, Director Mayne, Director Fras, and Director Swain

DEFEATED

MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

Electoral Area G Community Works Funds, re Maple Lane Playground Project

19-320

It was moved and seconded that pending project approval by the Union of BC Municipalities, up to \$35,000 of unallocated 2019 Electoral Area G Community Works Funds be allocated to the Maple Lane Playground Project and that \$15,000 of Electoral Area G Community Parks Reserve Funds be added to the 2019 Budget for the project.

CARRIED UNANIMOUSLY

NEW BUSINESS

Mount Arrowsmith Biosphere Region Roundtable Appointment

The Chair announced the appointment of Director Young as the Regional District of Nanaimo representative to the Mount Arrowsmith Biosphere Region Roundtable.

2019 Electoral Area G By-Election - Appointment of Chief Election Officer and Deputy Chief Election Officers

19-321

It was moved and seconded that Tricia Mayea be appointed as Chief Election Officer for conducting the 2019 Electoral Area G by-election as per section 59 of the *Local Government Act*.

CARRIED UNANIMOUSLY

19-322

It was moved and seconded that Delcy Wells, Jacquie Hill, Cheryl Golding and Lisa Rowbotham be appointed as Deputy Chief Election Officers for the 2019 Electoral Area G by-election.

CARRIED UNANIMOUSLY

IN CAMERA

19-323

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)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- 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: 8:51 PM

RISE AND REPORT

Board Appointment to the Electoral Area H Parks & Open Space Advisory Committee

19-324

It was moved and seconded that Liz Champagne and Guy Jellis be appointed to the Electoral Area H Parks & Open Space Advisory Committee for terms ending December 31, 2020.

CARRIED UNANIMOUSLY

Legal Opinions Regarding Conflict of Interest of Board Members Policy Update

19-325

It was moved and seconded that the Board approve the updated Policy A1.3 Legal Opinions Regarding Conflict of Interest of Board Members.

CARRIED UNANIMOUSLY

ADJOURNMENT

TIME: 9:44 PM

CHAIR

CORPORATE OFFICER