

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

**Tuesday, October 22, 2019**  
**7:00 P.M.**  
**Board Chambers**

In Attendance:	Director I. W. Thorpe	Chair
	Director B. Rogers	Vice Chair
	Director K. Wilson	Electoral Area A
	Director V. Craig	Electoral Area B
	Director M. Young	Electoral Area C
	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 T. Brown	City of Nanaimo
	Director B. Geselbracht	City of Nanaimo
	Director E. Hemmens	City of Nanaimo
	Director J. Turley	City of Nanaimo
	Director A. Fras	City of Parksville
	Alternate	
Director T. Patterson	City of Parksville	
Director M. Swain	District of Lantzville	
Director B. Wiese	Town of Qualicum Beach	
Regrets:	Director D. Bonner	City of Nanaimo
	Director E. Mayne	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. Pearce	Gen. Mgr. Transportation & Emergency Services
	D. Wells	Gen. Mgr. Corporate Services
	J. Hill	Mgr. Legislative Services
	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 Director Patterson to the meeting.

**APPROVAL OF THE AGENDA**

19-399

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

19-400

It was moved and seconded that the following minutes be adopted:

Regular Board Meeting - September 17, 2019

Special Board Meeting - October 8, 2019

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

19-401

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

Society of Organized Services, re Oceanside Task Force on Homelessness - Request for Endorsement of Funding Application

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM CORRESPONDENCE**

**Society of Organized Services, re Oceanside Task Force on Homelessness - Request for Endorsement of Funding Application**

19-402

It was moved and seconded that the Chair write a letter of support for the Society of Organized Services for their application for federal funding for their Rural and Remote Homelessness - Reaching Home: Canada's Homelessness Strategy project.

CARRIED UNANIMOUSLY

**COMMITTEE MINUTES**

19-403

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

Electoral Area Services Committee - October 8, 2019

Committee of the Whole - October 8, 2019

Community Grants Committee - October 1, 2019

Transit Select Committee - September 19, 2019

CARRIED UNANIMOUSLY

**CONSENT AGENDA**

19-404

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

- 7.1.1 Service Agreement with Gabriola Island Chamber of Commerce to Provide Economic Development for Electoral Area B
- 7.1.2 Fire Apparatus Purchasing
- 7.1.3 Fire Services Grant Application
- 7.1.4 Extension Fire Department Apparatus Replacement
- 7.2.1 Property Maintenance and Management Services Contract
- 7.2.2 Corporate Carbon Neutral 2032 Plan
- 7.2.3 Bay Avenue Pump Station Upgrade – Detailed Design Award
- 7.3.1 Community Grants
- 7.3.2 Amendment to Policy No. A1-30
- 7.3.3 Adjustment to Community Grants Deadline Date
- 7.4.1 handyDART Taxi Saver Program
- 7.4.2 Christmas Day Sunday Level Service Conventional Transit 2019
- 7.4.3 Licence of Occupation and Use Amendment

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

**ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS**

**Service Agreement with Gabriola Island Chamber of Commerce to Provide Economic Development for Electoral Area B**

19-405

That the Board enter into a new one-year service agreement with the Gabriola Island Chamber of Commerce.

ADOPTED ON CONSENT

**Fire Apparatus Purchasing**

19-406

That the Board endorse issuing a Request for Qualifications to select a Fire Apparatus Manufacturer/Dealer as a preferred supplier for a five (5) year term.

ADOPTED ON CONSENT

**Fire Services Grant Application**

19-407

That the grant application for \$25,000 to the Union of British Columbia Municipalities for training for the Extension Fire Department be endorsed.

ADOPTED ON CONSENT

19-408

That the grant application for \$25,000 to the Union of British Columbia Municipalities for the purchase of equipment for the Nanoose Fire Department be endorsed.

ADOPTED ON CONSENT

**Extension Fire Department Apparatus Replacement**

19-409

That the Board endorse awarding the purchase of a single-axle, 4-door fire rescue engine to Fort Garry Fire Trucks Ltd.

ADOPTED ON CONSENT

19-410

That the Board endorse releasing up to \$700,000 from the Extension Fire Service Vehicle and Equipment Reserve Fund to negotiate a contract with Fort Garry Trucks Ltd for the purchase of the fire rescue engine.

ADOPTED ON CONSENT

## **COMMITTEE OF THE WHOLE RECOMMENDATIONS**

### **Property Maintenance and Management Services Contract**

19-411

That the Regional District of Nanaimo enter into a contract with NAI Commercial, Central Vancouver Island Ltd. for a three-year term beginning November 1, 2019, with an option to extend up to an additional two years, for the management of building and property maintenance and other related services for the Main Administration Office building, Transit Administration building, and off-site premises including transit exchanges, respites and bus shelters, at total contract value of \$614,971.00.

ADOPTED ON CONSENT

### **Corporate Carbon Neutral 2032 Plan**

19-412

That the Board approve up to \$50,000 to be allocated from the Corporate Climate Action Reserve Fund to prepare a Corporate Carbon Neutral 2032 Plan.

ADOPTED ON CONSENT

### **Bay Avenue Pump Station Upgrade – Detailed Design Award**

19-413

That the Board approves the award for Detailed Design of the Bay Avenue Pump Station Upgrade to Koers & Associates Engineering for \$454,847 (Excluding GST).

ADOPTED ON CONSENT

19-414

That the Board approves a management reserve of \$45,485 (10% of the contract price) in order to accommodate additional expenses that may be incurred during the Detailed Design Phase of this project.

ADOPTED ON CONSENT

## **COMMUNITY GRANTS COMMITTEE RECOMMENDATIONS**

### **Community Grants**

19-415

That the following Community Grants be awarded and included in the 2020 budget:

- Big Brothers Big Sisters of Central Vancouver Island - \$3,000.00
- Coastal Invasive Species Committee Society - \$2,250.00
- First Unitarian Fellowship of Nanaimo - Unitarian Shelter - \$0
- Gabriola Arts Council - \$0
- Gabriola Commons Foundation - \$0
- Gabriola Historical Museum Society - \$7,000.00
- Gabriola Island Community Hall Association - \$3,627.50
- Gabriola Island Recycling Organization - \$0
- Gabriola Land & Trails Trust - \$1,923.00
- Gabriola Senior Citizens Association - \$2,100.00
- Lighthouse Community Centre Society - \$0
- Mount Arrowsmith Pipe Band Association - \$2,000.00
- Mudge Island Citizens Society - \$0
- Nanaimo Amateur Radio Association - \$3,278.00
- Nanoose Bay Lions Club - \$1,900.00
- Oceanside Community Makerspace Society - \$1,750.00
- Oceanside Hospice Society - \$2,000.00
- Parksville and District Historical Society (Parksville Museum) - \$0
- Royal Canadian Legion - Branch 211, Bowser - \$6,000.00
- Royal Canadian Legion - Branch 256, Mount Benson - \$21,000.00
- The Hope Centre - \$4,784.04
- Yellow Point Drama Group - \$6,636.69

Total: \$69,249.23

ADOPTED ON CONSENT

**Amendment to Policy No. A1-30**

19-416

That the Community Grants Policy A1-30 be amended to exclude applications of a retroactive nature.

ADOPTED ON CONSENT

**Adjustment to Community Grants Deadline Date**

19-417

That the Community Grants deadline be moved to the last Friday in April.

ADOPTED ON CONSENT

**TRANSIT SELECT COMMITTEE RECOMMENDATIONS**

**handyDART Taxi Saver Program**

19-418

That the handyDART Taxi Saver program frequency be changed to 60 days, and the purchase amount be increased to \$80.00, maintaining the requirement of a minimum of one handyDART trip within the 60-day period.

ADOPTED ON CONSENT

**Christmas Day Sunday Level Service Conventional Transit 2019**

19-419

That Conventional Transit on Christmas Day, December 25, 2019, be provided at Sunday level of service.

ADOPTED ON CONSENT

**Licence of Occupation and Use Amendment**

19-420

That the Regional District of Nanaimo approve the amended Licence of Occupation and Use Agreement for 1 Port Drive with the City of Nanaimo extending the agreement to June 30, 2020.

ADOPTED ON CONSENT

19-421

That the Regional District of Nanaimo consent to permit the temporary use of 575 Fitzwilliam 'Prideaux Exchange' for a parking lot for use by RCMP members and staff, until the Regional District of Nanaimo resumes use of the Prideaux Exchange.

ADOPTED ON CONSENT

**ITEMS REMOVED FROM THE CONSENT AGENDA**

None

**ITEMS NOT INCLUDED IN CONSENT AGENDA**

**COMMITTEE RECOMMENDATIONS**

**Electoral Area Services Committee**

**Development Variance Permit Application No. PL2019-169 - 3180 Adshead Road, Electoral Area A**

19-422

It was moved and seconded that the Board approve Development Variance Permit No. PL2019-169 to reduce the required setback from a proposed property line for an existing building that houses livestock from 30.0 metres to 16.5 metres subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

**Floodplain Management Site-Specific Bylaw Exemption Application No. PL2019-180 - 2516 Pylades Drive, Electoral Area A**

19-423

It was moved and seconded that the Board approve Floodplain Bylaw Exemption Application No. PL2019-180 to permit the construction of a dwelling unit subject to the conditions outlined in Attachments 2 to 5.

Opposed (3): Director Wilson, Director Young, and Director Salter

DEFEATED

**Committee of the Whole**

**Regional Growth Strategy Review - Options for Proceeding**

It was moved and seconded that the Board proceed with Option 2 - full Regional Growth Strategy (RGS) review and that a report be prepared to the Board on a Consultation Plan for the review.

It was moved and seconded that the motion be amended by adding the words "including a review of the Growth Containment Boundaries specifically in relation to the village notes," following "(RGS) review".

Opposed (10): Director Thorpe, Director Rogers, Director Wilson, Director Young, Director Salter, Director Wallace, Director Armstrong, Director Turley, Director Patterson, and Director Wiese

DEFEATED



19-424

The vote was taken on the main motion:

That the Board proceed with Option 2 - full Regional Growth Strategy (RGS) review and that a report be prepared to the Board on a Consultation Plan for the review.

Opposed (6): Director McLean, Director Krog, Director Brown, Director Geselbracht, Director Hemmens, and Director Fras

CARRIED

### **2019 - 2020 Operational Plan Update**

19-425

It was moved and seconded that the Board endorse the Regional District of Nanaimo 2019 - 2020 Operational Plan Update.

CARRIED UNANIMOUSLY

### **Electric Vehicle Service Area**

It was moved and seconded that the Board direct staff to draft service area and reserve fund bylaws to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations for Electoral Areas B, E, F, G and H.

It was moved and seconded that the Electric Vehicle Service Area report be referred back to staff to remove Electoral Area F from the proposed service area and to recommend an alternate location for the electric vehicle charging station that was recommended for Electoral Area F.

Opposed (13): Director Thorpe, Director Wilson, Director Wallace, Director Krog, Director Armstrong, Director Brown, Director Geselbracht, Director Hemmens, Director Turley, Director Fras, Director Patterson, Director Swain, and Director Wiese

DEFEATED

19-426

The vote was taken on the main motion:

That the Board direct staff to draft service area and reserve fund bylaws to create a new service area for the ongoing operations, maintenance and procurement of electric vehicle charging stations for Electoral Areas B, E, F, G, and H.

Opposed (2): Director Salter, and Director Armstrong

CARRIED

19-427

It was moved and seconded that \$6,575 be included in the 2020 budget to cover six months of operational costs following procurement and installation.

Opposed (2): Director Salter, and Director Armstrong

CARRIED

19-428

It was moved and seconded that staff be directed to proceed with an alternative approval process for establishment of a new electric vehicle charging station service.

CARRIED UNANIMOUSLY

## REPORTS

### Community Grants Policy A1-30

19-429

It was moved and seconded that Community Grants Policy A1-30 be amended as presented.

CARRIED UNANIMOUSLY

### RDN Board Update – Emergency Repairs to Carmichael Road in Nanoose

19-430

It was moved and seconded that the Board amend the 2019 Financial Plan to include the expenditure of \$87,426.59 for emergency repairs to Carmichael Road resulting from a watermain break in the Nanoose Bay Peninsula Water Service Area.

CARRIED UNANIMOUSLY

## BYLAWS - WITH NO ACCOMPANYING REPORT

### Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.05, 2019

19-431

It was moved and seconded that "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.05, 2019" be adopted.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**Notice of Motion - Nanoose Library Society, re Nanoose Bay Peninsula Water Service Area**

Director Rogers provided notice of the following motion:

That the Nanoose Library Society property be brought into the Nanoose Bay Peninsula Water Service Area, and that subject to approval by the Union of BC Municipalities, the related capital charges of approximately \$8,000 be funded through an allocation of Electoral Area E Community Works Funds.

**IN CAMERA**

19-432

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)(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*; and
- 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.

CARRIED UNANIMOUSLY

TIME: 8:10 PM

**RISE AND REPORT**

**Regional Parks Parcel Tax Review**

19-433

It was moved and seconded that the Regional Board increase the Regional Parks Parcel Tax to \$20.00 in the 2020 budget and Five-Year Financial Plan.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 8:24 PM

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CHAIR

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CORPORATE OFFICER