

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE,  
411 DUNSMUIR STREET, NANAIMO, BC  
MONDAY, 2019-MAY-13, AT 10:00 A.M.

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Present: Councillor Brown, Chair  
Mayor L. Krog  
Councillor S. D. Armstrong (arrived 10:01 a.m.)  
Councillor D. Bonner  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer (arrived 10:01 a.m.)  
R. J. Harding, Director of Parks and Recreation  
D. Lindsay, Director of Community Development  
B. Sims, Director of Engineering and Public Works  
J. Van Horne, Director of Human Resources  
K. Fry, Fire Chief  
D. Mousseau, Manager, Engineering and Environment  
D. Thompson, Manager, Construction Projects  
J. Rose, Manager, Transportation (arrived 12:50 p.m.)  
J. Evans, Manager, Fleet Operations (vacated 1:48 p.m.)  
M. Squire, Manager, Water Resources (vacated 1:48 p.m.)  
A. Britton, Manager, Parks Operations (arrived 11:07 a.m.)  
F. Farrokhi, Manager, Communications  
E. Bock, Infrastructure Specialist (arrived 12:20 p.m.)  
R. Lawrance, Environmental Planner  
P. McIntosh, Urban Forestry Coordinator (vacated 11:44 a.m.)  
D. Beck, Recreation Coordinator (arrived 12:38 p.m.)  
K. Brydges, Environmental Protection Officer (vacated 11:44 a.m.)  
D. Blackwood, Client Support Specialist (vacated 10:10 a.m.)  
J. Farrell, Secretary, Parks (arrived 1:35 p.m.)  
S. Gurrie, City Clerk  
G. Whitters, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 10:00 a.m.

Councillor Armstrong entered the Boardroom at 10:01 a.m.

J. Rudolph entered the Boardroom at 10:01 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a)(1) – Overview of Climate Action and Environmental Management in the City of Nanaimo – Add updated slides 18-22 to presentation.

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday, 2019-APR-29 at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. ENVIRONMENTAL RESPONSIBILITY:

- (1) Overview of Climate Action and Environmental Management in the City of Nanaimo

Introduced by Richard Harding, Director, Parks and Recreation.

Rob Lawrance, Environmental Planner, provided a presentation regarding the Legislative Framework which included the following information:

- The Federal and Provincial legislation that applies to environmental management in the City of Nanaimo
- The City's plans, policies and bylaws that are related to environmental management

D. Blackwood vacated the Boardroom at 10:10 a.m.

Kevin Brydges, Environmental Protection Officer, provided a presentation regarding Environmental Management which included the following information:

- Two Development Permit areas of the Official Community Plan (OCP) that protect environmental areas:
  - Fish-bearing water courses
  - Non-fish-bearing, environmentally sensitive areas and marine foreshore
- Marine foreshore is measured 15m from natural boundary of the ocean
- Watercourses provide shade, bank stability, leaf litter and wildlife corridors
- Creeks and streams have a 15 - 30m setback
- Criteria for measuring setbacks

Committee discussion took place regarding setbacks for flooded areas and development in floodplain areas.

The presentation continued regarding:

- Provincial Riparian Areas Regulation (RAR) protects fish and their habitat only
- Streamside Protection and Enhancement Area (SPEA) is measured from high water mark
- SPEA is the minimum protection to avoid Harmful Alteration, Disruption or Destruction of fish habitat (HADD)
- Local Governments have the discretion to create more stringent protection requirements than RAR
- Environmentally sensitive areas in Nanaimo include: Non-fish-bearing watercourses and wetlands, terrestrial herbaceous, older forest and areas where species are at risk
- Process for Development Permits in environmentally sensitive areas
- Examples of endangered plants found in Nanaimo
- Overpopulation of the Canada Geese in Nanaimo and the negative effects including: fouling of fields, human/wildlife interactions, and the destruction of estuary habitats
- Natural predators of Canada Geese
- Feral rabbit over population causes infrastructure damage, user injury liability and ecosystem damage
- The Feral European Rabbit Management Plan
- Rabbit hemorrhagic disease in February 2019 wiped out about 80-90% of the rabbit population in Nanaimo
- Rabbit population maintenance techniques include: raptor poles, changes to “Licencing and Control of Animals Bylaw 1995 No.4923”, increasing fines, requirements to spay/neuter pet rabbits and public education
- Beavers cause flooding, infrastructure damage, remove trees and create hazards
- Approach to dealing with beavers include: wiring trees, installing beaver baffles and pipes and removal of dams
- Trapping bylaw in 2013-2014 bylaw made it to 3<sup>rd</sup> reading but has not been signed off by Forests, Lands, Natural Resource Operations and Rural Development Ministry
- Compliance and enforcement process

Committee discussion took place regarding water levels, definition of fish-bearing, marine foreshore measurement, historical fish-bearing streams and current status.

J. Van Horne vacated the Boardroom at 10:38 a.m.

Patrick McIntosh provided a presentation regarding Environmental Management, Urban Forestry, which included the following information:

- Benefits of a well-functioning urban forest
- Current projects and programs including: tree vouchers, Beaufort food forest and the Shaw Tree Planting Grant

- Plans to update Urban Forestry Management Strategy 2010 and the “Management and Protection of Trees Bylaw 2013 No. 7126”

Committee discussion took place regarding protected trees, requiring developers to replace trees and consideration for types of trees planted.

S. Gurrie vacated the Boardroom at 10:56 a.m.

The presentation continued regarding:

- Canopy cover assessment and loss of trees over the past 10 years
- Street Tree Inventory
- Improving tree management practices through the canopy study, proactive tree maintenance, and regularly evaluation of progress
- Staffing requirements

Dean Mousseau, Manager, Engineering and Environment, provided a presentation regarding Stormwater Management which included the following information:

- Policies and guidelines related to stormwater management
- Project highlights including: Longwood Station, Hawthorne Subdivision, Inland Kenworth, Greenrock Subdivision, adoption of Manual of Engineering Standards and Specifications and 480 Tenth Street

S. Gurrie returned to the Boardroom at 11:04 a.m.

A. Britton entered the Boardroom at 11:07 a.m.

J. Van Horne returned to the boardroom at 11:08 a.m.

Committee discussion took place regarding runoff during snow storms, increasing capacity of water storage on properties and maintenance of landscaping.

The presentation continued regarding

- Highlights continued including: 519 Ninth Street, Greenrock Phase 3 and the La-Z-Boy development
- Continuing to refine development requirements, collaboration with Parks and Recreation and Engineering and Public Works to identify opportunities and bylaw amendments
- Updates to the “Soil Removal and Depositing Bylaw 1976 No. 1747”

Committee discussion took place regarding cooperation with developers, value of natural assets, Regional District of Nanaimo (RDN) incentives for homeowners to capture stormwater and how stormwater storage is being dealt with in existing developments.

The Governance and Priorities Committee recessed at 11:44 a.m.

The Governance and Priorities Committee reconvened at 12:16 p.m.

Staff present: Al Britton, K. Brydges, J. Evans, K. Fry, R. Harding, R. Lawrance, D. Lindsay, D. Mousseau, B. Sims, M. Squire, D. Thompson, J. Van Horne and G. Whitters

F. Farrokhi returned to the Boardroom at 12:18 p.m.

S. Gurrie returned to the Boardroom at 12:20 p.m.

E. Bock entered the Boardroom at 12:20 p.m.

J. Rudolph returned to the Boardroom at 12:22 p.m.

D. Thompson, Manager, Construction Projects, provided a presentation regarding Solid Waste, Recycling and Compost which included the following information:

- Service levels to residents and emptying of street receptacles
- Achieved the three goals of the Sort Toss Roll Program, which were to improve worker safety, improve resident convenience and add yard waste service
- What happens to recycling after pickup
- First eight months of Sort Toss Roll included: addressing issues at neighbourhood level, larger organics cart, cleaner curbside presentation, discussions with Planning and Engineering to consider collection activity requirements and carryout program
- Technology has improved staff ability to address resident questions and 30% of households have downloaded the Nanaimo Recycles App

Committee discussion took place regarding contamination, truck camera-monitoring capabilities and prohibiting parking in front of bins on the street.

The presentation continued regarding:

- Solid waste statistics and diversion rates
- Future plans include: focus on waste reduction, increased diversion, waste composition study, promote use of Nanaimo Recycles App, routing optimization, hiring of Zero Waste Coordinator, monitor safety outcomes associated with automation implementation and plan for new resources as the City grows

Committee discussion took place regarding residents that do not participate in composting and the timeline for hiring a Zero Waste Coordinator.

D. Beck entered the Boardroom at 12:38 p.m.

Jason Evans, Manager, Fleet Operations, provided a presentation regarding Green Fleet which included the following information:

- Fleet Services repairs and maintains over 400 vehicles and pieces of equipment
- Fleet goals include: reducing use of fossil fuels and Greenhouse Gas (GHG) emissions, optimize costs, improve health and air quality, provincial mandate and response to corporate climate change plan
- \$880,000 spent on fuel last year not including RCMP vehicles

- Initiatives include: automated fuel management system, preventative maintenance system, corporate anti-idling policy, car pool program, adoption of bio-diesel 5 blend and alternative fuel vehicles

D. Lindsay vacated the Boardroom at 12:46 p.m.

- Current initiatives include: partnering with neighbouring municipalities, right-sizing vehicles at time of purchase, annually evaluating preventative maintenance programs, fuel consumption reports, assessing 10 year purchase of vehicles and developing a Corporate Green Fleet Strategy
- Future goals include: preparation of formal green fleet strategy, joining the E3 Fleet Challenge Program and complete a corporate green fleet strategy with data from E3 Green Fleet review

J. Rose entered the Boardroom at 12:50 p.m.

Committee discussion took place regarding climate action, decreasing gasoline and diesel fuel usage.

Mike Squire, Manager, Water Resources, provided a presentation regarding Drinking Water Resources which included the following information:

- Water system supplies domestic use, fire fighting use and fisheries flow
- Domestic water provided to the City of Nanaimo, Snuneymuxw First Nation and West Extension Water District as well as emergency supply to District of Lantzville, North Cedar Improvement District and Nanaimo Forest Products (Harmac)
- Energy Recovery Facility
- South Fork Dam fisheries release
- Steps taken to encourage and manage efficient water use include: water conservation, universal water metering, tiered billing rate, full cost pricing, water audits, regulation of permitted uses and watering restrictions
- Partnering with RDN and Team Watersmart to educate the public
- Residential water demands have decreased

Committee discussion took place regarding the agreement with Harmac, and water restrictions and demand.

The presentation continued regarding:

- Dam expansion to capture more water
- How climate change will affect our seasons

Committee discussion took place regarding increasing the height of the dam, water supply strategic plan, public education around water usage and water parks opening earlier and staying open later.

Rob Lawrance, Environmental Planner, and Deborah Beck, Recreation Coordinator, provided a presentation regarding Parks Operations which included the following information:

- Ratings to designate risk level for plants according to Species at Risk Act (SARA)
- Played video of Western Painted Turtle
- Management of trails in Buttertubs Marsh
- Restoration projects in parks including: Vancouver Island Beggarticks, Bowen Park Side Channel, Knotweed and Hogweed control
- Conservation partnerships
- The Municipal Natural Capital Initiative Pilot Study of the Buttertubs Marsh to assess the financial and community value of natural features
- Healthamongous and the Golden Bucket Challenge
- Partners in Parks Program (PIP)

J. Farrell entered the boardroom at 1:32 P.M.

J. Farrell vacated the boardroom at 1:35 p.m.

- Programs and partnerships with Broom Busters, Student Ecological Stewardship Program, Departure Bay Elementary School and Stream Keepers, MyCDC and John Barsby, Dover Bay Secondary School Eco Club, Community Work Parties, Adopt a Park Program, Bill's Place, TD Bank and the Park Ambassador Program

J. Evans and M. Squire vacated the Boardroom at 1:48 p.m.

Emil Bock, Infrastructure Specialist, provided a presentation regarding the Corporate and Community Energy and Emissions Management which included the following information:

- Analyzing and and planning how energy is used
- Opportunities including: new technology, offset utility rate increases and reduce emissions
- Works in progress include: partnerships, programs, agreements, collaboration with other departments, incorporating efficiency into projects, funding from Sustainability or General Capital Reserves, sharing results and the Climate Action Revenue Incentive Reporting (CARIP)
- Successes include: Reduced emissions by 42%, received \$1.93M in incentives and \$1.1M in annual energy and cost savings
- Plans moving forward include: update the energy conservation and management policy as well as the 2007 Corporate Climate Change Plan and continue to develop low carbon electrification, fleet electrification and implementation of new technology and alternative energy options
- Actions taken to date include: Urban containment boundary, OCP, Electric Vehicle charging, fleet greening, and the realtor energy efficiency Program and Rebate

D. Lindsay returned to the Boardroom at 2:00 p.m.

- Committee discussion took place regarding electric vehicle charging stations, energy assessments of homes and environmental and emissions targets.

Rob Lawrance, Environmental Planner, spoke regarding the Sea Level Rise Mapping Study and the Climate Resiliency Strategy

It was moved and seconded that the Governance and Priorities Committee receive the report titled “Overview of Climate Action and Environmental Management in the City of Nanaimo” dated 2019-MAY-13, and accompanying presentation, for information. The motion carried unanimously.

Committee discussion took place regarding a Staff report to outline the terms of reference for the Environment Committee, attracting people to Nanaimo, staying within municipal responsibilities and discussion of terms of reference at the next Governance and Priorities Committee meeting.

6. QUESTION PERIOD:

No one in attendance wished to ask any questions.

7. ADJOURNMENT:

It was moved and seconded at 2:19 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER