

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
VIRTUAL MEETING
MONDAY, 2021-MAY-31, AT 10:01 A.M.

- Present:** Councillor Z. Maartman, Chair (joined electronically)
Mayor L. Krog, (joined electronically)
Councillor S. D. Armstrong (joined electronically 11:00 a.m., disconnected 11:30 a.m.)
Councillor D. Bonner (joined electronically 10:53 a.m.)
Councillor T. Brown (joined electronically)
Councillor B. Geselbracht (joined electronically)
Councillor E. Hemmens (joined electronically)
Councillor I. W. Thorpe (joined electronically)
Councillor J. Turley (joined electronically)
- Staff:** J. Rudolph, Chief Administrative Officer (joined electronically)
R. Harding, General Manager, Parks, Recreation and Culture (joined electronically)
S. Legin, General Manager, Corporate Services (joined electronically)
D. Lindsay, General Manager, Development Services (joined electronically)
B. Sims, General Manager, Engineering and Public Works (joined electronically)
T. Doyle, Fire Chief (joined electronically)
J. Holm, Director, Development Approvals (joined electronically)
P. Rosen, Director, Engineering (joined electronically)
L. Bhopalsingh, Manager, Community Planning (joined electronically)
F. Farrokhi, Manager, Communications (joined electronically)
J. Rose, Manager, Transportation (joined electronically)
D. Blackwood, Client Support Specialist (joined electronically)
S. Gurrie, Director, Legislative Services (joined electronically)
K. Gerard, Recording Secretary (joined electronically)

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

The Governance and Priorities Committee Meeting was called to order at 10:01 a.m.

Councillor Maartman, Chair, stated that the flags at City Hall would be lowered to half-mast for the week to recognize the lost Indigenous children of the residential school system in Canada. Councillor Maartman advised that Council and the City of Nanaimo stand with all the families of those children and recognize that this is a negative chapter in Canadian history.

2. **APPROVAL OF THE AGENDA:**

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

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee meeting held virtually on Monday, 2021-MAY-10 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

4. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Introduced by Sheila Gurrie, Director, Legislative Services.

Sheila Gurrie, Director, Legislative Services, spoke regarding the agenda planning documents and stated that Council will have an opportunity in late June or early July to discuss the priority items and to make changes or additions if needed.

5. REPORTS:

a. REIMAGINE NANAIMO:

1. Mobility Update for REIMAGINE NANAIMO

Introduced by Bill Sims, General Manager, Engineering and Public Works.

Presentation:

1. Jamie Rose, Manager, Transportation, and Gavin Davidson, GJD, Planning and Design, provided the Committee with a PowerPoint presentation. Highlights included:

- Phase 1 of the REIMAGINE Nanaimo process involved gathering information and community feedback
- Phase 2 will include exploring options with a Council workshop to be held on 2021-MAY-31 regarding land use and active transportation
- Staff are working with BC Transit and the Regional District of Nanaimo (RDN) regarding land use planning and active transportation
- Phase 3 will involve development of the plans based on Council and community feedback
- Staff are working with all partnering agencies to ensure they understand the needs and wants of the community, stakeholders, BC Transit and the RDN
- Working along side the Ministry of Transportation to ensure land use and mobility planning align with the Ministries goals and visions
- Safety is the primary concern of the community along with connectivity, sustainability, accessibility and affordability

- Staff have shared information gathered through the REIMAGINE Nanaimo process with BC Transit and the RDN
- Data collected through REIMAGINE Nanaimo shows that the areas in Nanaimo with the longest walk and transit wait times are also the lower income areas

Committee discussion took place regarding investment and education in lower income areas to promote walkability, ridership with BC Transit and cycling.

Jamie Rose, Manager, Transportation, continued his presentation. Highlights included:

- Once the Phase 2 engagement process is completed Staff will return to Council or the Committee with land use scenarios regarding active transportation and explore options and plan for the implementation strategies
- Phase 1 allowed Staff to see where there are gaps in walkability and cycling and how those gaps can be filled
- Completion of Metral Drive will connect all ages and abilities from the North End to downtown Nanaimo via the E&N Trail system
- Land use planning will enable Staff and Council to see areas where building and investing will have the most positive impact on active transportation
- The normal method of data collection used for analysis has been fairly technical and left the public with an unclear picture of the priority areas for pedestrian and cycling safety
- Staff are looking to find a way to be more transparent and easily understood by the public and enhance community feedback/concerns

Gavin Davidson, GJD, Planning and Design, continued the presentation. Highlights included:

- Pedestrian planning scope study included existing processes and improvements, best practices, Federal and Provincial guidance and recommendations to the Committee
- Comparison cities included Bellingham, WA, Boulder, CO, and Kelowna, BC which are relative in size to Nanaimo
- Findings showed that Nanaimo is lower in sustainable transportation but is in a good position to integrate active transportation into future development/land use plans
- Nanaimo's long term sustainable mode share target is lower than the comparable cities
- Infrastructure improvement process should include the following:
 1. Strategic planning
 2. Identification and prioritization
 3. Selection of treatment options
 4. Implementation

5. Monitoring and evaluation
 6. Communication, engagement and celebration
- Nanaimo's Transportation Master Plan provides direction and guides the policies and principles for investment, vision and goals that support the City's commitment to active transportation
 - Strategic planning needs to ensure it acknowledges missing pedestrian links on high speed roads and roads built before City standards of active transportation were recognized
 - Strategic Planning recommendations include:
 - Working toward consensus on the vision and principles
 - Combine long range targets with short term goals
 - Support targets with a flexible and adaptive action plan
 - Take advantage of current projects to improve or extend the pedestrian network
 - Identification and Prioritization recommendations include:
 - Ensure the process is transparent
 - Use criteria that is easy to calculate
 - Establish proactive and reactive measures
 - Take a proactive approach by building pedestrian and cycling links into current and future development projects
 - Bellingham, WA, uses a scoring method to prioritize intersections and areas in need of improvements based on safety, posted speed and traffic volumes
 - These scores are easy to understand for Staff and the public

Committee discussion took place regarding gentrification and change in priorities.

Gavin Davidson, GJD, Planning and Design, continued the presentation. Highlights included:

- Evaluating areas in need of pedestrian improvement should also take into account professional judgement, existing conditions, average speed of vehicles, available funding and resources
- Implementation can include curb extension, overhead flashing lights, medians and raised crosswalks
- Selection of treatment option recommendations include:
 - Creating and using a decision making flowchart
 - Allow for exceptions and consideration of other options
 - Make the selection process more transparent
 - Use best practises in treatment options
- Through transparency the public can see the factors that influence priority items such as cost, project readiness and availability of resources
- Implementation recommendations include:
 - Clearly define the factors that influence implementation
 - Seek alliances to pursue shared objectives
 - Focus limited resources where they will leverage impact

- Monitoring and evaluation allows for public input and concerns on pilot pedestrian projects and for Staff to hear how changes directly affect those with accessibility concerns
- Monitoring and evaluation recommendations include:
 - Establish and track progress toward a robust set of targets
 - Include long-range and achievable interim targets
 - Recognize that perceived and actual outcomes are important
- The goals included in the Transportation Master plan include pedestrian safety, accessibility and to create more and better places to walk
- The City has a goal to increase walkability by 12% by 2041 but it is important to set goals and targets for every 2 – 3 years to see if targets are being met
- Communication and Engagement recommendations include:
 - Consistent and measured communications and engagement
 - Expand the diversity and frequency of engagement
 - Include celebration or “quick wins” as a way to build community support
- A total of nineteen recommendations have been provided and broken down into six categories
- Next steps include:
 - Updating the process for sidewalk infill and roadway crossings
 - develop a long-range pedestrian plan that aligns with future land use
 - create short and long-range targets that align with Nanaimo’s goals

Councillor Bonner joined the meeting electronically at 10:53 a.m.

Committee discussion took place. Highlights included:

- Concerns regarding commercial delivery routes and frequent stopping areas
- Lack of pull out areas for transit
- Conducting a study on the increase or decrease in delivery times for commercial and/or delivery companies within the complete streets projects

Jamie Rose, Manager, Transportation, advised the Committee that a conversation regarding goods movement is important in this process as it is essential to our daily lives and the economy.

Committee discussion took place. Highlights included:

- Boulder, CO, and how it achieved 42% sustainable transportation modes

- Transparency around planning and implementation of land use and active transportation

Gavin Davidson, GJD, Planning and Design, advised the Committee that:

- Boulder, CO, gained their 42% sustainable transportation mode by building a community that aligns with all the objectives stated in their transportation plan, created an effective transit system and created a cycling network that connects key origins and destinations
- Transparency could include a web based portal that is easily accessible to the community where the short and long-term goals are clearly defined and shows the outcomes of monitoring pilot projects before and after completion
- The portal could also include an area for public input and feedback

Councillor Armstrong joined the meeting electronically at 11:00 a.m.

Committee discussion took place. Highlights included:

- Concerns regarding narrow lanes which can effect transit and commercial deliveries as well as cause an increase in frustration for motor vehicle drivers
- The City meeting and completing the goals and objectives of the Transportation Master Plan
- Refining the active transportation nodes

Gavin Davidson, GJD, Planning and Design, advised the Committee that ensuring space for commercial and emergency vehicles should be done on a case-by-case basis. He stated that this is the reason monitoring pilot or completed projects is so important.

Jamie Rose, Manager, Transportation, continued the presentation. Highlights included:

- Staff are looking at ways to be more opportunistic when projects are planned to ensure that active transportation can be included in the project
- Land use scenarios will include visioning exercises to show the potential growth of the community and how this will integrate into the Transportation Master Plan
- Goals identified through Phase 1 of the REIMAGINE Nanaimo process include reducing injury rates with a Vision Zero target in Phase 3
- The safer systems approach involves four main factors: drivers, operating speed, road designs and vehicle designs
- The design of complete streets is based on ensuring separation from vehicles, pedestrians and cyclists and creating

- an environment that makes it less comfortable for motorists to speed
- Staff plan on having a workshop with the RDN and BC Transit after Phase 2 and the land use scenarios are created

Committee discussion took place regarding the complete street design, safety for residents backing out of their driveways on Metral Drive, monitoring Metral Drive for safety and a decrease or increase in traffic collisions.

The Governance and Priorities Committee recessed at 11:29 a.m.
The Governance and Priorities Committee reconvened at 11:35 a.m.

b. COMMUNITY WELLNESS/LIVABILITY:

1. Councillor Maartman re: Permanent Recreational Vehicle Accommodation

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Jeremy Holm, Director, Development Approvals, provided the Committee with a PowerPoint presentation. Highlights included:
 - The City does have provisions for allowing temporary and permanent accommodation in recreational vehicles (RV's)
 - Temporary accommodations are allowed:
 - During construction of a single dwelling for residents of the dwelling
 - For non-paying guests of the owner/occupant of a single dwelling for a maximum of 42 days in a calendar year
 - In a campground on properties zoned Agricultural Rural Residential (AR1) for up to 90 days in a calendar year
 - Nanaimo is unique in that we have locations where temporary and permanent RV accommodations are allowed
 - Temporary or permanent locations include a portion of Living Forest Campground, Resort on the Lake (1142 Woss Lake Drive) and Westwood Lake RV (380 Westwood Road)
 - Challenges with permanent accommodation in an RV outside of the specified zones include grey and black water disposal, electrical systems, and how to charge for property taxes and user rate fees
 - The Affordable Housing Strategy recommends consideration of allowing RV's in mobile home parks and creation of other areas where RV's could be lived in on a permanent basis
 - Staff are researching expanding the definition of secondary suites to include modular units based on lot size and services (hook-ups) available

- Allowing more permanent RV accommodations could discourage funding and grants for more permanent housing solutions

Committee discussion took place. Highlights included:

- Concerns regarding capacity to hold grey water and sewage waste and where these can be offloaded
- Steps needed to be taken in order to allow more permanent RV accommodations such as bylaws or policies
- Creating a bylaw or policy that clearly lays out the rules for RV accommodation to address disposal of grey water and sewage, proper water and electrical hook-ups and safety much like a carriage house
- Allowing for RV's in mobile home parks or creating more mobile home parks

Jeremy Holm, Director, Development Approvals, continued his presentation. Highlights included:

- Staff could return to the Committee at a future meeting with a fulsome report for discussion
- Consultation and public engagement would be required
- The RDN may be better equipped to accommodate another mobile home park as they have more rural land use areas
- Concerns regarding displacement of people who currently live in mobile home parks in park type RV models which are designed for permanent accommodation

Dale Lindsay, General Manager, Development Services, advised the Committee that:

- In order to change the zoning an amendment would have to be made to the zoning bylaw which would require consultation and a Public Hearing
- There has not been a new mobile home park built in Nanaimo for approximately 25 years
- There is little land in Nanaimo left suitable for mobile home parks and the land that remains is more suited to high density developments

Committee discussion took place. Highlights included:

- Insurance companies have no issue insuring RV's for permanent use
- Ensuring a minimize property size if an owner wanted to allow a permanent RV on their property as well as property water, sewer and electrical hook ups

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to prepare a report on the options available to support permanent recreation vehicle accommodation. The motion carried.

Opposed: Mayor Krog, Councillors Brown and Thorpe

c. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. 2021 Council Alignment Update

Jake Rudolph, Chief Administrative Officer, spoke regarding the 2021 Council Alignment document and requested that the Committee receive the document for information or asked the Committee if an in depth discussion is required at a future Governance and Priorities Committee Meeting.

By unanimous consent the 2021 Council Alignment document was received for information.

6. ADJOURNMENT:

It was moved and seconded at 12:15 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER