

**REGIONAL DISTRICT OF NANAIMO**

**REGULAR BOARD MEETING**

**TUESDAY, APRIL 22, 2014**

**7:00 PM**

***(RDN Board Chambers)***

**A G E N D A**

**PAGES**

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
  - 10 **Eoin Finn**, re Why LNG Supertankers do not belong in Georgia / Haro Straits or Howe Sound.
  - 11 **Tamara Burns, Canadian Stewardship Services Alliance and Allen Langdon, Multi-Material BC**, re RDN MMBC Motion.
  - 12-37 **Chris Alemany**, re Central Island Passenger Rail Service.
  - 38 **Charna Macfie and Janet Raines**, Qualicum Beach Residents' Association, re Qualicum Beach's amendment to the Growth Containment Boundary.
- 3. BOARD MINUTES**
  - 39-52 Minutes of the Board meeting held Tuesday, March 25, 2014 (All Directors – One Vote).
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
  - (All Directors – One Vote)
  - 53 **Arthur Skipsey**, re Alignment of Qualicum Beach Urban Containment Boundary.
  - 54-65 **David Mailloux, Chair, BC Ocean Boating Tourism Association**, re Letter of Support for BCOBTA.

**6. UNFINISHED BUSINESS**

**Appointments to the Board Remuneration Review Committee – From Selection Committee, April 22, 2014** (All Directors – One Vote).

*That the Board approve the 2014 appointments to the Board Remuneration Review Committee, as follows:*

(List to be distributed at meeting)

**7. STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**

**7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE**

66-73 Minutes of the Committee of the Whole meeting held Tuesday, April 8, 2014 (for information) (All Directors – One Vote).

**COMMUNICATION/CORRESPONDENCE**

(All Directors – One Vote)

**Graham Bruce, Island Corridor Foundation, re Official Notice of Island Corridor Foundation AGM.**

*That the correspondence from Graham Bruce, Island Corridor Foundation, regarding the official notice of the Island Corridor Foundation Annual General Meeting, be received.*

**Tom Good, re Island Corridor Foundation.**

*That the correspondence from Tom Good regarding the Island Corridor Foundation, be received.*

**Eoin Finn, re Resolution to Ban Liquid Natural Gas Tanker Traffic.**

*That the correspondence from Eoin Finn regarding a resolution to ban liquid natural gas tanker traffic, be received.*

**Lisa Storoshenko, Municipal Insurance Association of BC, re MIABC 2013 Annual Report.**

*That the correspondence from Lisa Storoshenko, Municipal Insurance Association of BC, regarding the Municipal Insurance Association of BC 2013 Annual Report, be received.*

**Allen Langdon, Managing Director, Multi-Material British Columbia, re Collection of Newsprint under MMBC Program.**

*That the correspondence from Allen Langdon, Managing Director, Multi-Material British Columbia, regarding the collection of newsprint under the Multi-Material British Columbia program, be received.*

**Graham Bruce, Island Corridor Foundation, re ICF-RDN Meeting.**

*That the correspondence from Graham Bruce, Island Corridor Foundation, regarding the Island Corridor Foundation and Regional District of Nanaimo meeting, be received.*

**BC Chamber of Commerce, re MMBC: Update to Chamber Members.**

*That the correspondence from the BC Chamber of Commerce, regarding Multi-Material British Columbia update to chamber members, be received.*

**Peter McCully, The Parksville-Qualicum Beach News, re MMBC.**

*That the correspondence from Peter McCully, The Parksville-Qualicum Beach News, regarding Multi-Material British Columbia, be received.*

**Christianne Wilhelmson, Georgia Strait Alliance, re Opposition to Waste-to-Energy Incinerator in the Nanaimo region.**

*That the correspondence from Christianne Wilhelmson, Georgia Strait Alliance, regarding opposition to the Waste-to-Energy Incinerator in the Nanaimo region, be received.*

**Correspondence, March - April 2014, re Waste-to-Energy Incinerator in the Nanaimo region.**

*That the correspondence from March - April 2014 regarding the Waste-to-Energy Incinerator in the Nanaimo region, be received.*

***CORPORATE SERVICES***

***ADMINISTRATIVE SERVICES***

**Bylaw No. 1695 – Proposed New Freedom of Information and Protection of Privacy Bylaw**

(All Directors – One Vote).

1. *That "Regional District of Nanaimo Freedom of Information Bylaw No. 949, 1994", be repealed.*

74-75

2. That "Regional District of Nanaimo Freedom of Information and Protection of Privacy Bylaw No. 1695, 2014", be introduced and read three times.

(All Directors – 2/3)

3. That "Regional District of Nanaimo Freedom of Information and Protection of Privacy Bylaw No. 1695, 2014", be adopted.

## **STRATEGIC & COMMUNITY DEVELOPMENT**

### **LONG RANGE PLANNING**

**Capacity Building to End Homelessness Reserve Fund Funding Request – People for a Healthy Community, Gabriola Guardian Program** (All Directors – Weighted Vote).

*That the Regional District of Nanaimo Board allocate \$18,000 from the reserve fund to the People for a Healthy Community to continue the Gabriola Guardian Program that directly supports those at risk of or experiencing homelessness on Gabriola Island.*

### **BUILDING, BYLAW & EMERGENCY PLANNING**

**1583 Juan de Fuca Boulevard, Electoral Area 'G' – Building Bylaw Contraventions** (All Directors – One Vote).

**Property Owners Wishing to Speak to 1583 Juan de Fuca Boulevard, Electoral Area 'G' – Building Bylaw Contraventions.**

*That staff be directed to register a Notice of Bylaw Contravention on the title of the subject property legally described as Lot 47, District Lot 28, Plan 22290, Nanoose District (1583 Juan de Fuca Boulevard), pursuant to Section 57 of the Community Charter.*

**1541 Winchester Road, Electoral Area 'F' – Building Bylaw Contraventions** (All Directors – One Vote).

**Property Owners Wishing to Speak to 1541 Winchester Road, Electoral Area 'F' – Building Bylaw Contraventions.**

*That staff be directed to register a Notice of Bylaw Contravention on the title of the North ½ of Lot 84, District Lot 8, Plan 1981, Cameron District (1541 Winchester Road) pursuant to Section 57 of the Community Charter and take further enforcement action as may be necessary to ensure the property is in compliance with Regional District of Nanaimo regulations.*

**TRANSPORTATION AND SOLID WASTE**

**SOLID WASTE**

**Landfill Engineering Services Contract Award** (All Directors – Weighted Vote).

*That the Board extend the comprehensive engineering services contract with XCG Consultants Ltd. for the Regional Landfill for a two (2) year term expiring May 2016.*

**TRANSIT**

**CNG Fueling Station Regionally Significant Gas Tax** (All Directors, except Electoral Areas 'B' and 'F' – Weighted Vote).

*That the Board authorize staff to advise the Union of British Columbia Municipalities that \$750,000 of the approved Regionally Significant Program funding under the Gas Tax Agreement be provided directly to BC Transit for the compressed natural gas fueling station towards the Regional District of Nanaimo's cost share of the project.*

**REGIONAL AND COMMUNITY UTILITIES**

**WASTEWATER**

**Greater Nanaimo Pollution Control Centre – Marine Outfall (Land Section) and Primary Effluent Line Replacement Project Construction Award.**

(All Directors – Weighted Vote)

- 1. That the Board award the construction contract for the Greater Nanaimo Pollution Control Center Marine Outfall (Land Section) and Primary Effluent Line Replacement Project to Knappett Industries for a value of \$2,129,099.*
- 2. That the Board award the engineering services contract for the Greater Nanaimo Pollution Control Center Marine Outfall (Land Section) and Primary Effluent Line Replacement Projects to AECOM for \$240,000.*

(Nanaimo, Lantzville, Electoral Area 'C' – Weighted Vote / 2/3 Weighted Vote)

- 3. That "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1699, 2014", be introduced and read three times.*
- 4. That "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1699, 2014", be adopted.*

**STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION MINUTES & RECOMMENDATIONS**

**Electoral Area 'B' Parks and Open Space Advisory Committee.**

**Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 4, 2014** (All Directors – One Vote).

*That the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 4, 2014, be received for information.*

**Electoral Area 'G' Parks and Open Space Advisory Committee.**

**Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 10, 2014** (All Directors – One Vote).

*That the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 10, 2014, be received for information.*

**Dashwood Hall Upgrades Update** (Electoral Areas F, G, and H – Weighted Vote).

*That staff be directed to look at financing alternatives and project scheduling, including the possibility of financing the entire Dashwood Hall project at once.*

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Peter McCully, The Parksville-Qualicum Beach News, regarding MMBC** (All Directors – One Vote).

*That Regional District of Nanaimo staff be directed to write a letter for signature by the Chair that asks the Premier to have the Minister of Environment delay the implementation of Multi-Material BC and bring together business, municipal, and environmental leaders to develop a plan that works both economically and environmentally for British Columbia.*

**NEW BUSINESS**

**Island Corridor Foundation (All Directors – One Vote).**

*Whereas, due to the serious, ongoing deterioration of the rail line, lack of realistic capital funding dollars, the inability to negotiate an agreement with VIA Rail, and lack of information on how current taxpayers' dollars and Island Corridor Foundation revenues are being spent on necessary repairs to the rail infrastructure, the Regional District of Nanaimo Board has lost confidence in the existing administrative function of the Island Corridor Foundation (ICF);*

*Therefore be it resolved:*

- 1. That in order to resolve this situation, the Regional District of Nanaimo proposes a meeting of all First Nations and Regional Districts be convened to discuss the future of the Island Corridor Foundation.*
- 2. That such meeting should coincide with the 2014 Association of Vancouver Island and Coastal Communities Conference, if possible, to seek input and advice as to how to proceed towards a successful rehabilitation of the aforementioned rail corridor infrastructure.*
- 3. That the Regional District of Nanaimo affirm its support of a task force of experienced individuals to be convened, subsequent to the discussions with the First Nations and Regional Districts, to assist in reinvigorating the Island Corridor Foundation.*

**Appointments to Nanoose Bay Parks and Open Space Advisory Committee (All Directors – One Vote).**

*That the Regional District of Nanaimo receive the resignation of George Jarvis from the Nanoose Bay Parks and Open Space Advisory Committee and appoint Frank Van Eynde to serve on the Committee for the remainder of the term expiring on December 31, 2014.*

**7.5 SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES**

**Agricultural Advisory Committee**

77-80

**Minutes of the Agricultural Advisory Committee meeting held Friday, March 28, 2014 (All Directors – One Vote).**

*That the minutes of the Agricultural Advisory Committee meeting held Friday, March 28, 2014, be received for information.*

**Northern Community Economic Development Select Committee**

81-83 **Minutes of the Northern Community Economic Development Select Committee meeting held Wednesday, April 9, 2014** (All Directors – One Vote).

*That the minutes of the Northern Community Economic Development Select Committee meeting held Wednesday, April 9, 2014, be received for information.*

**Northern Community Economic Development Program – Spring 2014 Proposals** (Parksville, Qualicum Beach, Electoral Areas ‘E’, ‘F’, ‘G’, and ‘H’ – Weighted Vote).

1. *That the Building Capacity to Attract the Film and Media Industry proposal from the Vancouver Island North Film Commission be awarded funding in the amount of \$10,000.*
2. *That the Training Seminar proposal from Innovation Island Technology Association be awarded funding in the amount of \$5,000.*
3. *That the proposal be pulled, and staff investigate the use of Community Works Funds to contribute to the construction of an in-ground septic system for the Arrowsmith Recreation Hall.*
4. *That the Regional Mobile Trail and Tour proposal from the Parksville Qualicum Beach Tourism Association be awarded funding in the amount of \$10,000 subject to partnership funding.*

**8. ADMINISTRATOR’S REPORTS**

84-88 **Building Canada Program** (All Directors – One Vote).

89-93 **Zoning Amendment Application No. PL2013-064 – Fern Road Consulting on Behalf of Daniel Nedokus of Dokey Resources Ltd. – 2619 Alberni Highway, Electoral Area ‘F’ – Amendment Bylaw 1285.21, 2014 – Public Hearing Waiver Request** (Electoral Area Directors, Except EA ‘B’ – One Vote).

94-100 **Development Variance Permit Application No. PL2014-030 – 960 Errington Road, Electoral Area ‘F’** (Electoral Area Directors, Except EA ‘B’ – One Vote).

**Delegations Wishing to Speak to Development Variance Permit Application No. PL2014-030.**

101-116 **Yellow Point Aquifer Protection DPA Amendment – Bylaw No. 1620.02, 2014.** (All Directors – One Vote).

117-131 **Secondary Suites Zoning Amendments – Bylaws No. 500.389, 2014 and 1285.19, 2014 – Third Reading Report** (Electoral Area Directors, Except EA ‘B’ – One Vote).



**PL2012-096/PL2012-097 – Lakes District and Schooner Cove Phased Development Agreement and Zoning Bylaw Amendments – Bylaw 1692 and Bylaw 500.384 – Report to be distributed as Addendum.**

**9. ADDENDUM**

**10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**11. NEW BUSINESS**

**13. IN CAMERA**

*That pursuant to Section 90 (1) (i) of the Community Charter the Board proceed to an In Camera meeting for discussions related to solicitor-client privilege.*

**14. ADJOURNMENT**

**Re: Why LNG Supertankers do not belong in Georgia / Haro Straits or Howe Sound.**

**From:** Mona Bengé

**Sent:** Tuesday, April 08, 2014 5:21 PM

**Subject:** Re: Letter to CAO Paul Thorkelsson & Nanaimo Regional Board

Yes. Eoin confirms the 22 and thanks you very much for the opportunity to speak to council. His topic is: Why LNG Supertankers do not belong in Georgia / Haro Straits or Howe Sound.

Mona

**Re: RDN MMBC Motion**

**From:** Tamara Burns - CSSA

**Sent:** Thursday, April 10, 2014 1:56 PM

**Subject:** RE: RDN MMBC Motion

Allen and I will attend the council meeting. Thank you for the opportunity to speak about MMBC.

With best regards,  
Tamara

**Tamara Burns**  
National Supply Chain

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Canadian Stewardship Services Alliance (CSSA) | 1 St. Clair Avenue West, Suite 700, Toronto, ON M4V 1K6  
[tburns@cssalliance.ca](mailto:tburns@cssalliance.ca) | [www.cssalliance.ca](http://www.cssalliance.ca)

Ensuring consumer recycling doesn't go to waste:  
*better recycling performance made possible by business*



**Canadian Stewardship  
Services Alliance**

**Re: Central Island Passenger Rail Service**

From: Christopher Joseph Alemany  
Sent: Thursday, April 10, 2014 3:47 PM  
Subject: Re: Presentation to RDN April?

I will be presenting to the RDN Board on the topic of a central island passenger rail service. I will provide the board with a digital and paper version of a schedule that will look similar to a bc transit bus schedule and I will have a digital PowerPoint presentation. The information is also all available at <http://www.vifreightbyrail.ca>

Cheers,  
Chris

# RDN Rail Transit Schedule

6:40 AM

**Boxes in Green - Commuter**

7:44 AM

**Boxes in Blue -  
BC Ferries**

8:41 AM

**Boxes in Brown -  
Connect to Airport**

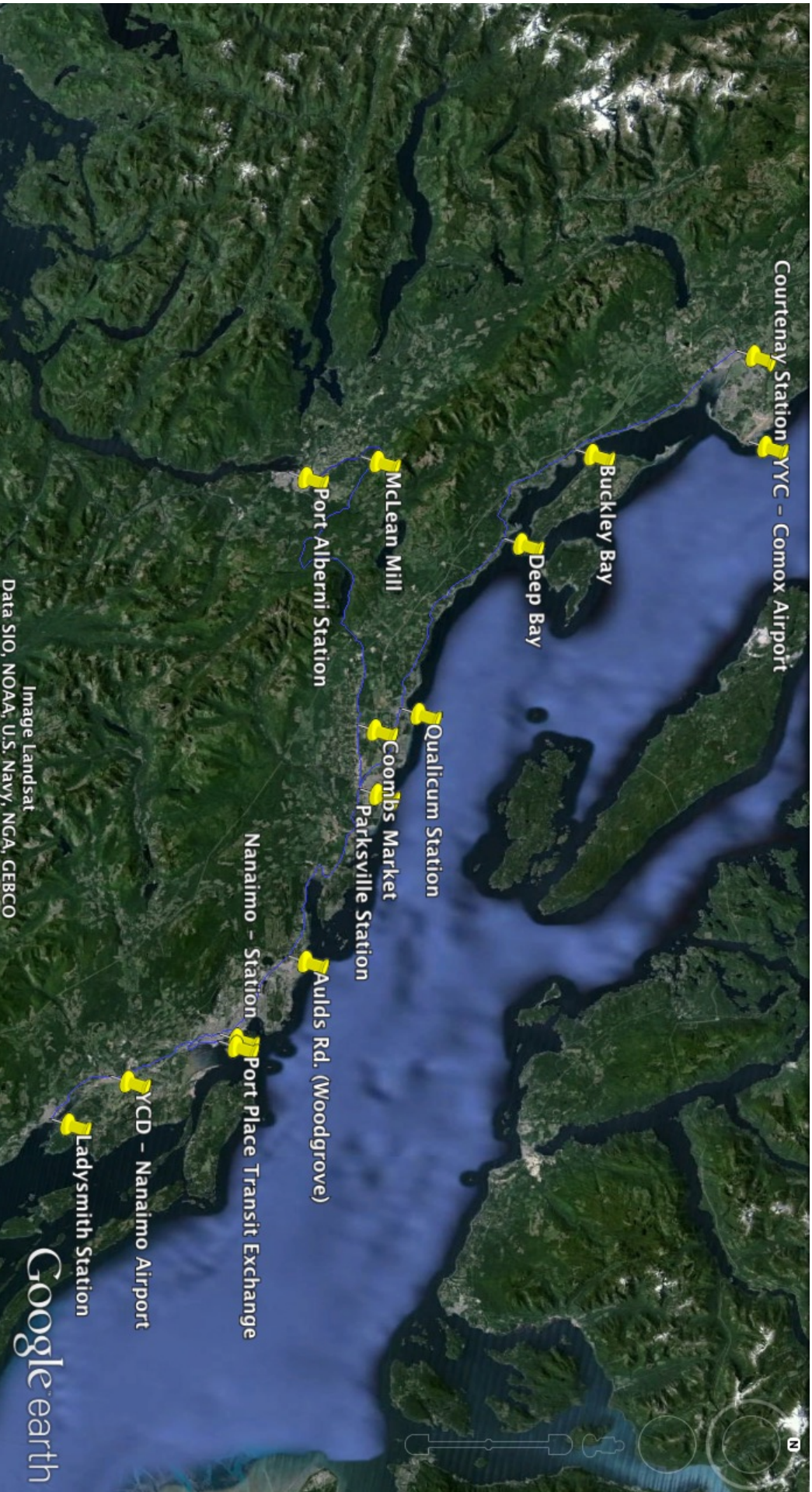
3:25 PM

**Boxes in Purple -  
Evening City Service**

Every attempt has been made to create a workable schedule that integrates with existing BC Transit and BC Ferries routes but some errors may exist.

All information is available online at: <http://www.ridneyrail.ca>

# FULL MAP



# 100 - Intercity Oceanside

To Nanaimo

Qualicum \*

Parksville Station \*

NWBay/Hwy19A

McDivitt (Nanoose) \*

Capilano (Snaw'Naw'As)

Aulds (Woodgrove) \*

Dunster and Mostar

Bowen / Country Club

Brooks Landing (Hospital)

Nanaimo Station \*

6:40 AM	6:50 AM	-	6:56 AM	7:03 AM	7:10 AM	7:15 AM	7:19 AM	7:21 AM	7:24 AM	7:28 AM
7:00 AM	7:10 AM	-	7:16 AM	7:23 AM	7:30 AM	7:35 AM	7:39 AM	7:41 AM	7:44 AM	7:48 AM
8:40 AM	8:50 AM	-	8:57 AM	9:03 AM	9:10 AM	9:15 AM	9:19 AM	9:22 AM	9:24 AM	9:28 AM
10:20 AM	10:30 AM	-	10:37 AM	10:43 AM	10:50 AM	10:55 AM	11:00 AM	11:02 AM	11:05 AM	11:09 AM
12:00 PM	12:10 PM	-	12:17 PM	12:24 PM	12:30 PM	12:36 PM	12:40 PM	12:42 PM	12:45 PM	12:49 PM
1:40 PM	1:50 PM	-	1:57 PM	2:03 PM	2:10 PM	2:15 PM	2:20 PM	2:22 PM	2:24 PM	2:28 PM
3:19 PM	3:30 PM	-	3:36 PM	3:43 PM	3:50 PM	3:55 PM	3:59 PM	4:01 PM	4:04 PM	4:08 PM
5:00 PM	5:10 PM	-	5:17 PM	5:23 PM	5:30 PM	5:35 PM	5:39 PM	5:42 PM	5:44 PM	5:48 PM
6:40 PM	6:50 PM	-	6:57 PM	7:03 PM	7:10 PM	7:15 PM	7:20 PM	7:22 PM	7:25 PM	7:29 PM
8:19 PM	8:29 PM	-	8:36 PM	8:43 PM	8:49 PM	8:55 PM	8:59 PM	9:01 PM	9:04 PM	9:08 PM
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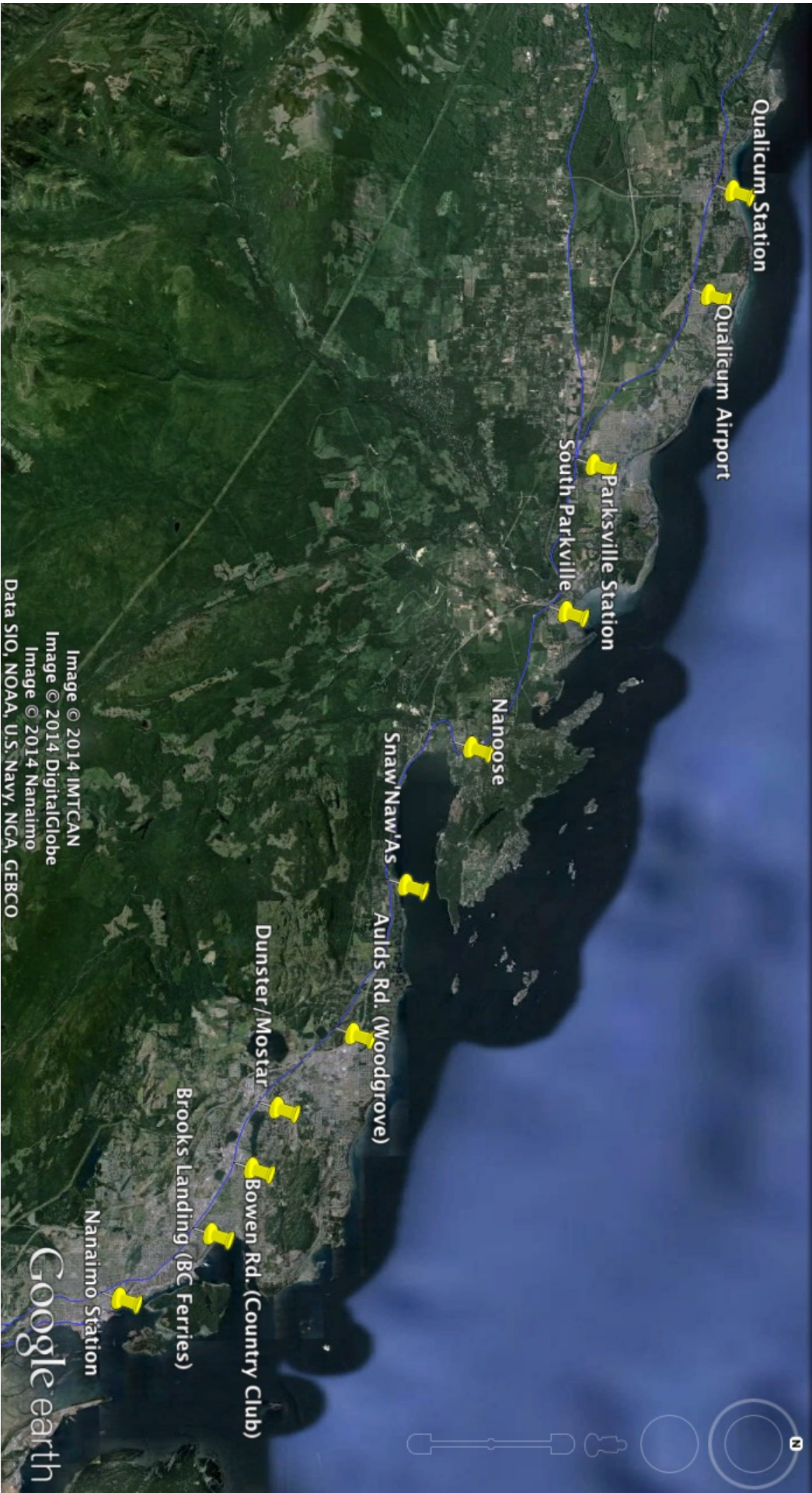


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Image © 2014 Nanaimo  
Data SIO, NOAA, U.S. Navy, NGA, GEBCO

Google earth



# 100 - Intercity Oceanside

To Qualicum

7:50 AM	7:53 AM	7:56 AM	7:58 AM	8:02 AM	8:07 AM	8:13 AM	8:20 AM	8:25 AM	-	8:37 AM
Nanaimo Station *	Brooks Landing (Hospital) *	Bowen / Country Club Mall	Dunster and Mostar	Aulds (Woodgrove) *	Snaw'Naw'As	Nanoose *	South Parkville	Parksville *	-	Qualicum *
9:30 AM	9:33 AM	9:36 AM	9:38 AM	9:42 AM	9:47 AM	9:54 AM	10:00 AM	10:05 AM	-	10:17 AM
11:10 AM	11:14 AM	11:16 AM	11:19 AM	11:22 AM	11:28 AM	11:34 AM	11:40 AM	11:45 AM	-	11:57 AM
12:50 PM	12:54 PM	12:57 PM	12:59 PM	1:02 PM	1:08 PM	1:14 PM	1:21 PM	1:26 PM	-	1:38 PM
2:30 PM	2:34 PM	2:36 PM	2:38 PM	2:42 PM	2:47 PM	2:54 PM	3:00 PM	3:05 PM	-	3:17 PM
3:39 PM	3:42 PM	3:45 PM	3:47 PM	3:51 PM	3:56 PM	4:03 PM	4:09 PM	4:14 PM	-	4:26 PM
4:10 PM	4:13 PM	4:16 PM	4:18 PM	4:22 PM	4:27 PM	4:33 PM	4:40 PM	4:45 PM	-	4:57 PM
5:50 PM	5:53 PM	5:56 PM	5:58 PM	6:02 PM	6:07 PM	6:14 PM	6:20 PM	6:25 PM	-	6:37 PM
7:30 PM	7:34 PM	7:36 PM	7:39 PM	7:42 PM	7:47 PM	7:53 PM	8:00 PM	8:04 PM	-	8:16 PM
9:10 PM	9:14 PM	9:16 PM	9:19 PM	9:22 PM	9:28 PM	9:34 PM	9:40 PM	9:45 PM	-	9:57 PM

	Aulds (Woodgrove) *	Dunster and Mostar	Bowen / Country Club	Brooks Landing (Hospital)	Nanaimo Station *	5th Street	7th Street and Old Vic Rd	South Nanaimo Plaza *	Needham Street	Port Place Exchange*
8:21 AM	8:24 AM	8:26 AM	8:29 AM	8:33 AM	7:30 AM	7:32 AM	7:32 AM	7:34 AM	7:37 AM	7:39 AM
9:10 AM	9:14 AM	9:16 AM	9:19 AM	9:23 AM	7:50 AM	7:52 AM	7:52 AM	7:54 AM	7:57 AM	7:58 AM
10:00 AM	10:04 AM	10:06 AM	10:09 AM	10:12 AM	8:35 AM	8:35 AM	8:35 AM	8:37 AM	8:40 AM	8:41 AM
10:52 AM	10:56 AM	10:58 AM	11:00 AM	11:04 AM	9:23 AM	9:24 AM	9:25 AM	9:27 AM	9:30 AM	9:31 AM
11:40 AM	11:43 AM	11:46 AM	11:48 AM	11:52 AM	10:14 AM	10:14 AM	10:15 AM	10:17 AM	10:19 AM	10:21 AM
12:29 PM	12:32 PM	12:35 PM	12:37 PM	12:41 PM	11:06 AM	11:06 AM	11:06 AM	11:08 AM	11:11 AM	11:13 AM
1:13 PM	1:17 PM	1:19 PM	1:22 PM	1:26 PM	11:54 AM	11:54 AM	11:54 AM	11:56 AM	11:59 AM	12:00 PM
1:57 PM	2:01 PM	2:03 PM	2:06 PM	2:10 PM	12:43 PM	12:43 PM	12:43 PM	12:45 PM	12:48 PM	12:49 PM
-	-	-	-	2:30 PM	1:28 PM	1:28 PM	1:28 PM	1:30 PM	1:33 PM	1:34 PM
3:05 PM	3:08 PM	3:11 PM	3:13 PM	3:17 PM	2:10 PM	2:12 PM	2:12 PM	2:14 PM	2:17 PM	2:18 PM
-	-	-	-	3:55 PM	2:32 PM	2:32 PM	2:32 PM	2:34 PM	2:37 PM	2:38 PM
4:30 PM	4:33 PM	4:36 PM	4:38 PM	4:42 PM	3:19 PM	3:19 PM	3:19 PM	3:21 PM	3:24 PM	3:25 PM
5:20 PM	5:23 PM	5:25 PM	5:28 PM	5:32 PM	3:57 PM	3:57 PM	3:57 PM	3:59 PM	4:02 PM	4:03 PM
-	-	-	-	5:54 PM	4:44 PM	4:44 PM	4:44 PM	4:46 PM	4:49 PM	4:50 PM
6:38 PM	6:41 PM	6:43 PM	6:46 PM	6:50 PM	5:34 PM	5:34 PM	5:34 PM	5:36 PM	5:39 PM	5:40 PM
-	-	-	-	7:21 PM	5:57 PM	5:57 PM	5:57 PM	5:58 PM	6:01 PM	6:03 PM
8:04 PM	8:08 PM	8:10 PM	8:13 PM	8:17 PM	6:52 PM	6:52 PM	6:52 PM	6:54 PM	6:57 PM	6:58 PM
8:51 PM	8:55 PM	8:57 PM	9:00 PM	9:03 PM	7:23 PM	7:23 PM	7:23 PM	7:25 PM	7:28 PM	7:29 PM
9:38 PM	9:42 PM	9:44 PM	9:47 PM	9:50 PM	8:18 PM	8:18 PM	8:19 PM	8:21 PM	8:24 PM	8:25 PM
10:25 PM	10:29 PM	10:31 PM	10:33 PM	10:37 PM	9:05 PM	9:05 PM	9:06 PM	9:08 PM	9:10 PM	9:12 PM
-	-	-	-	9:52 PM	9:53 PM	9:53 PM	9:55 PM	9:55 PM	9:57 PM	9:59 PM
-	-	-	-	10:39 PM	10:41 PM	10:41 PM	10:41 PM	10:41 PM	10:44 PM	10:46 PM

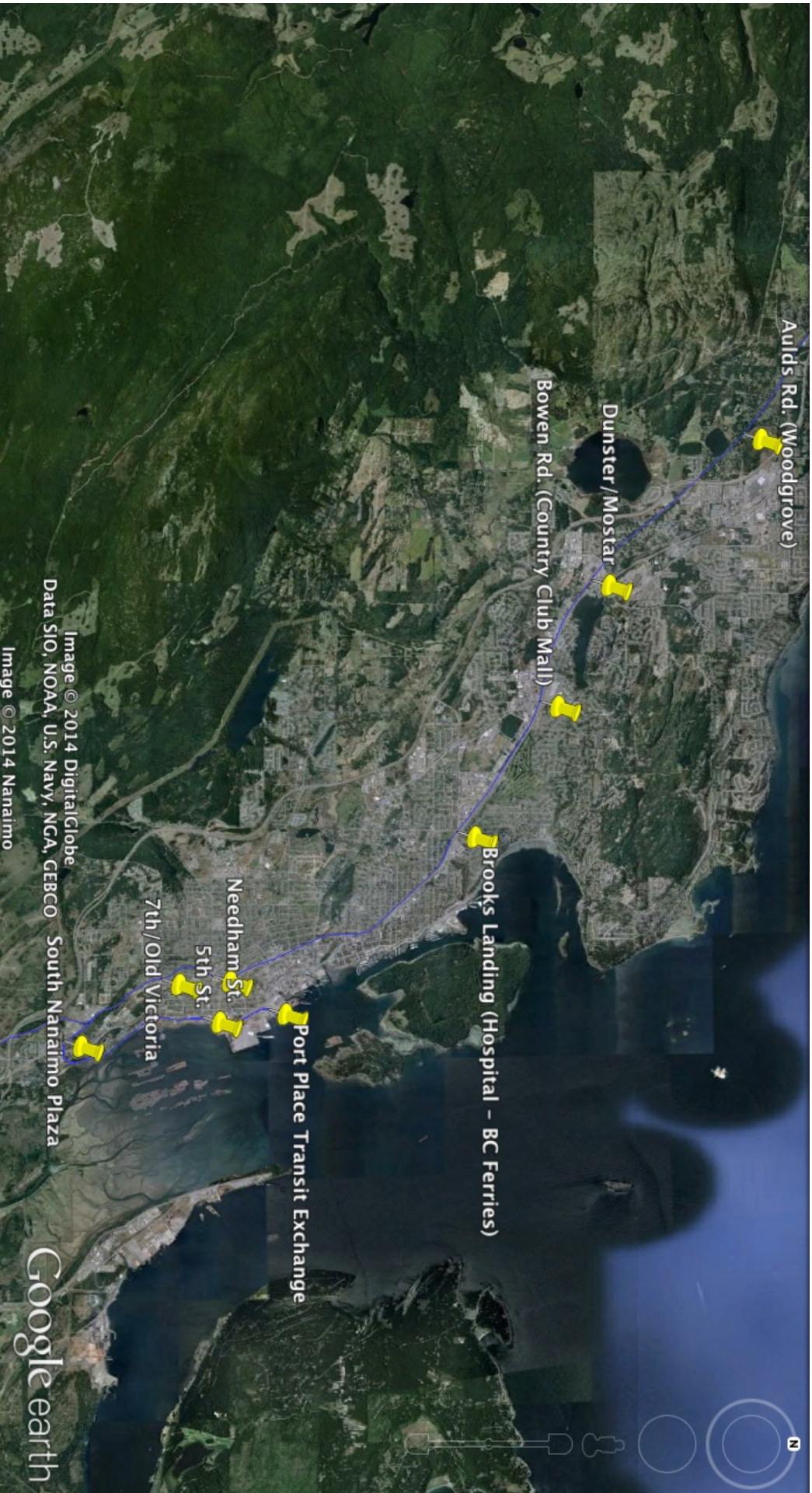


Image © 2014 DigitalGlobe  
Data SIO, NOAA, U.S. Navy, NGA, GEBCO South Nanaimo Plaza  
Image © 2014 Nanaimo

Google earth

7:40 AM	-	7:42 AM	7:44 AM	7:46 AM	7:47 AM	7:48 AM	-	-	-
8:00 AM	-	8:01 AM	8:04 AM	8:06 AM	8:06 AM	8:08 AM	8:12 AM	8:14 AM	8:17 AM
8:45 AM	-	8:47 AM	8:50 AM	8:52 AM	8:52 AM	8:54 AM	8:58 AM	9:00 AM	9:02 AM
9:35 AM	-	9:37 AM	9:39 AM	9:41 AM	9:42 AM	9:44 AM	9:47 AM	9:50 AM	9:52 AM
10:22 AM	-	10:24 AM	10:26 AM	10:28 AM	10:29 AM	10:31 AM	10:34 AM	10:37 AM	10:39 AM
11:15 AM	-	11:16 AM	11:19 AM	11:21 AM	11:21 AM	11:23 AM	11:27 AM	11:30 AM	11:32 AM
12:05 PM	-	12:07 PM	12:10 PM	12:11 PM	12:12 PM	12:14 PM	12:17 PM	12:20 PM	12:22 PM
12:51 PM	-	12:52 PM	12:55 PM	12:57 PM	12:57 PM	12:59 PM	1:03 PM	1:05 PM	1:08 PM
1:35 PM	-	1:37 PM	1:40 PM	1:42 PM	1:42 PM	1:44 PM	1:48 PM	1:50 PM	1:52 PM
2:20 PM	-	2:21 PM	2:24 PM	2:26 PM	2:26 PM	2:28 PM	-	-	-
2:40 PM	-	2:41 PM	2:44 PM	2:46 PM	2:46 PM	2:48 PM	2:52 PM	2:55 PM	2:57 PM
3:27 PM	-	3:28 PM	3:31 PM	3:33 PM	3:33 PM	3:35 PM	-	-	-
3:45 PM	-	3:46 PM	3:49 PM	3:51 PM	3:51 PM	3:53 PM	-	-	-
4:05 PM	-	4:06 PM	4:09 PM	4:11 PM	4:11 PM	4:13 PM	4:17 PM	4:20 PM	4:22 PM
4:55 PM	-	4:56 PM	4:59 PM	5:01 PM	5:01 PM	5:03 PM	5:07 PM	5:09 PM	5:12 PM
5:42 PM	-	5:43 PM	5:46 PM	5:48 PM	5:48 PM	5:50 PM	-	-	-
6:13 PM	-	6:14 PM	6:17 PM	6:19 PM	6:19 PM	6:21 PM	6:25 PM	6:28 PM	6:30 PM
7:08 PM	-	7:10 PM	7:13 PM	7:14 PM	7:15 PM	7:17 PM	-	-	-
7:40 PM	-	7:41 PM	7:44 PM	7:46 PM	7:46 PM	7:48 PM	7:52 PM	7:54 PM	7:57 PM
									8:00 PM

Ladysmith Station	North Ladysmith	Cassidy - Nanaimo Airport *	South Wellington	Extension	South Nanaimo Plaza *	Needham Street	Port Place Exchange*
6:55 AM	6:58 AM	7:03 AM	7:08 AM	7:12 AM	7:14 AM	7:17 AM	7:18 AM
8:10 AM	8:13 AM	8:18 AM	8:23 AM	8:27 AM	8:29 AM	8:32 AM	8:33 AM
9:10 AM	9:13 AM	9:19 AM	9:23 AM	9:27 AM	9:29 AM	9:31 AM	9:32 AM
9:57 AM	10:00 AM	10:06 AM	10:10 AM	10:14 AM	10:16 AM	10:18 AM	10:19 AM
10:50 AM	10:53 AM	10:58 AM	11:03 AM	11:06 AM	11:08 AM	11:11 AM	11:12 AM
11:41 AM	11:44 AM	11:49 AM	11:54 AM	11:58 AM	11:59 AM	12:02 PM	12:03 PM
12:38 PM	12:41 PM	12:46 PM	12:51 PM	12:55 PM	12:56 PM	12:59 PM	1:00 PM
1:26 PM	1:29 PM	1:35 PM	1:39 PM	1:43 PM	1:45 PM	1:47 PM	1:48 PM
2:15 PM	2:18 PM	2:23 PM	2:28 PM	2:31 PM	2:33 PM	2:36 PM	2:37 PM
3:14 PM	3:17 PM	3:23 PM	3:28 PM	3:31 PM	3:33 PM	3:35 PM	3:36 PM
4:03 PM	4:06 PM	4:11 PM	4:16 PM	4:19 PM	4:21 PM	4:24 PM	4:25 PM
4:51 PM	4:54 PM	4:59 PM	5:04 PM	5:08 PM	5:09 PM	5:12 PM	5:13 PM
5:40 PM	5:43 PM	5:48 PM	5:53 PM	5:57 PM	5:58 PM	6:01 PM	6:02 PM
6:28 PM	6:31 PM	6:37 PM	6:42 PM	6:45 PM	6:47 PM	6:49 PM	6:50 PM
7:27 PM	7:30 PM	7:35 PM	7:40 PM	7:43 PM	7:45 PM	7:48 PM	7:49 PM
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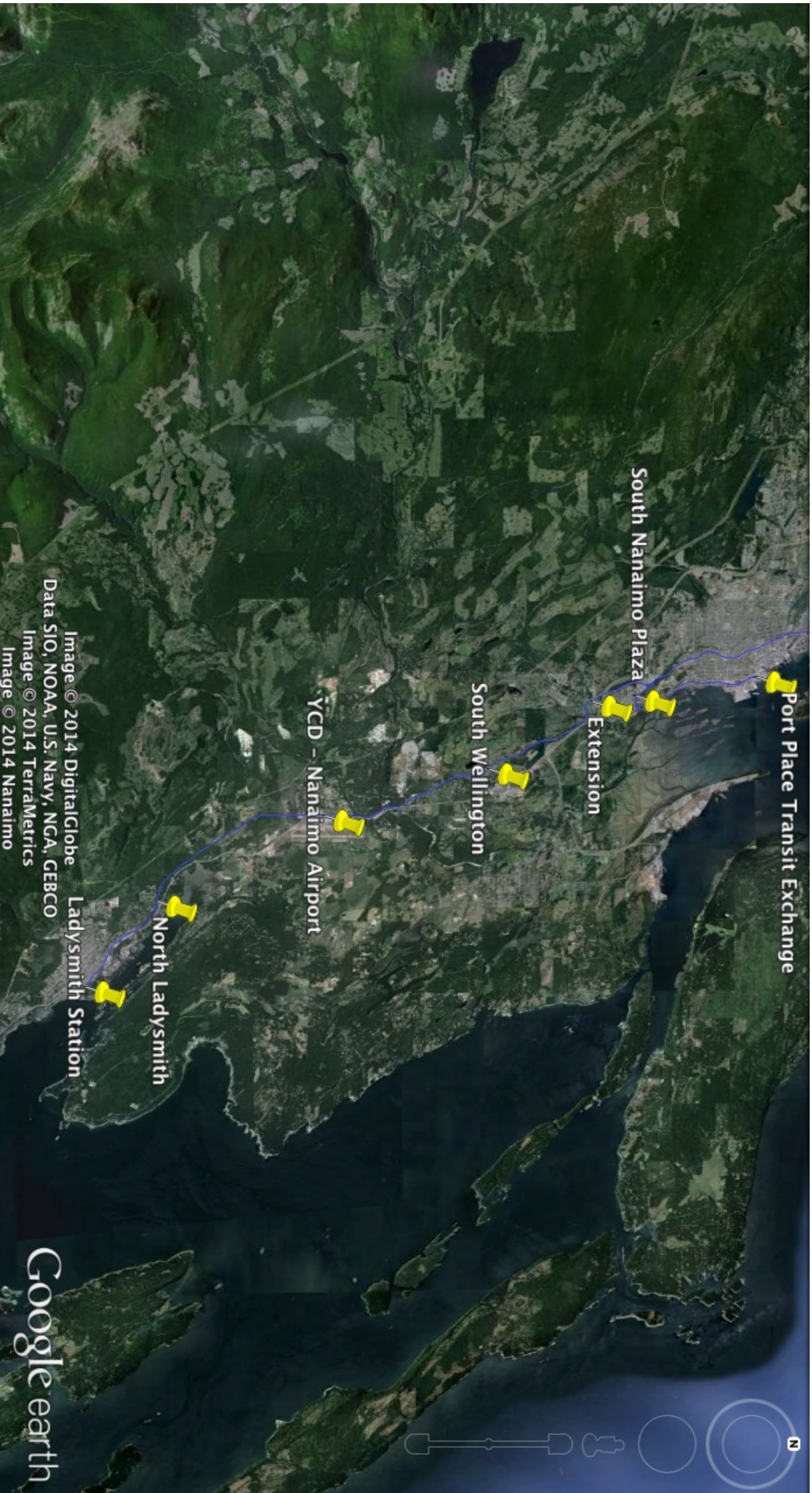


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Data SIO, NOAA, U.S. Navy, NGA, GEBCO  
Image © 2014 TerraMetrics  
Image © 2014 Nanaimo

Google earth

Port Place Exchange\*

Needham Street

South Nanaimo Plaza \*

Extension

South Wellington

Cassidy - Nanaimo Airport \*

North Ladysmith

Ladysmith Station \*

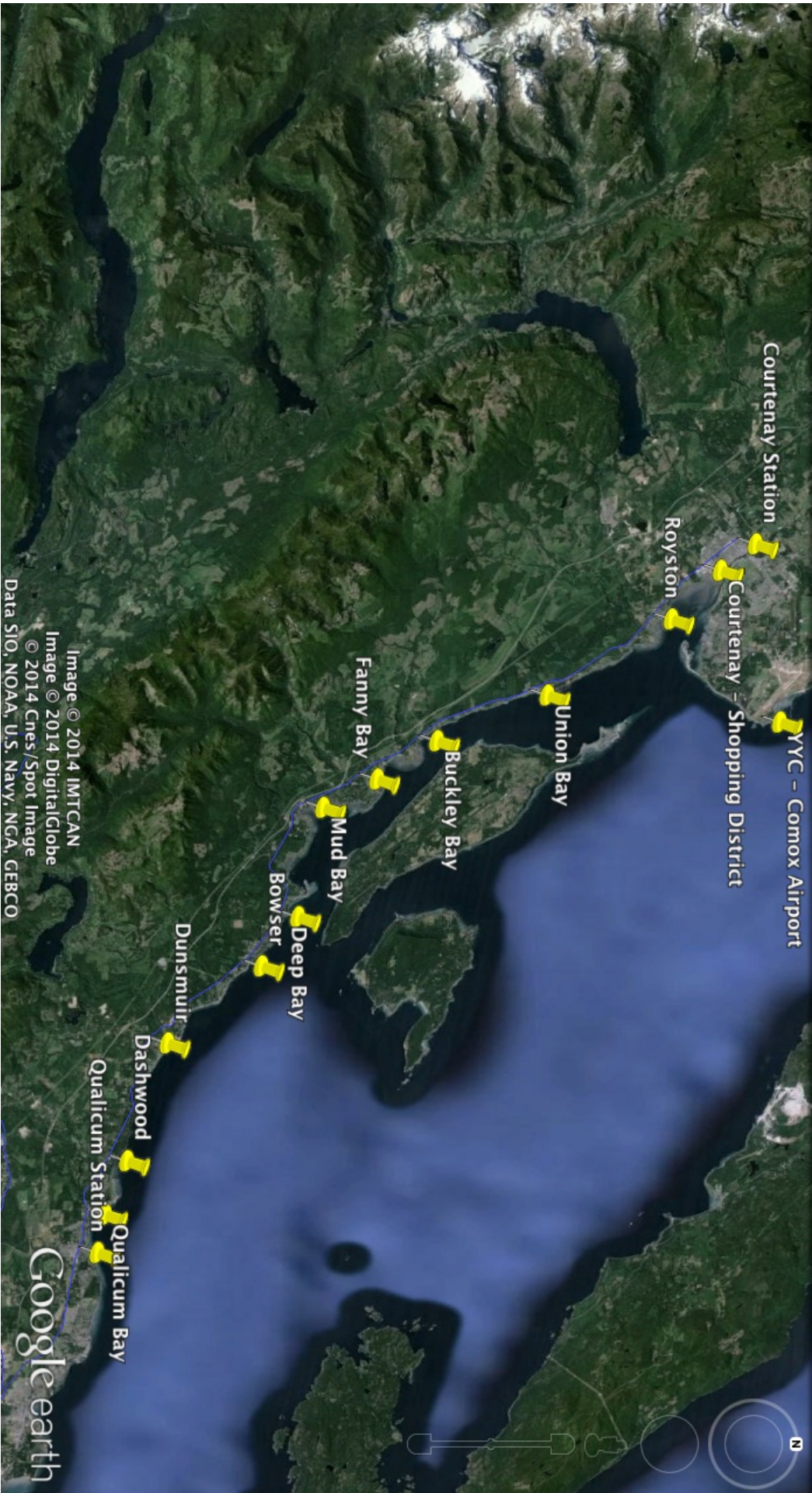
7:42 AM	-	7:43 AM	7:46 AM	7:48 AM	7:51 AM	7:56 AM	8:02 AM	8:05 AM
8:45 AM	-	8:47 AM	8:50 AM	8:52 AM	8:55 AM	9:00 AM	9:06 AM	9:09 AM
9:32 AM	-	9:34 AM	9:37 AM	9:38 AM	9:42 AM	9:47 AM	9:52 AM	9:56 AM
10:25 AM	-	10:26 AM	10:29 AM	10:31 AM	10:35 AM	10:40 AM	10:45 AM	10:48 AM
11:16 AM	-	11:18 AM	11:21 AM	11:22 AM	11:26 AM	11:31 AM	11:36 AM	11:40 AM
12:07 PM	-	12:09 PM	12:12 PM	12:13 PM	12:17 PM	12:22 PM	12:27 PM	12:31 PM
1:01 PM	-	1:03 PM	1:06 PM	1:08 PM	1:11 PM	1:16 PM	1:22 PM	1:25 PM
1:50 PM	-	1:51 PM	1:54 PM	1:56 PM	1:59 PM	2:04 PM	2:10 PM	2:13 PM
2:44 PM	-	2:45 PM	2:48 PM	2:50 PM	2:53 PM	2:58 PM	3:04 PM	3:07 PM
3:38 PM	-	3:39 PM	3:42 PM	3:44 PM	3:48 PM	3:53 PM	3:58 PM	4:01 PM
4:26 PM	-	4:28 PM	4:31 PM	4:32 PM	4:36 PM	4:41 PM	4:46 PM	4:50 PM
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6:58 PM	-	6:59 PM	7:02 PM	7:04 PM	7:07 PM	7:12 PM	7:18 PM	7:21 PM
7:50 PM	-	7:52 PM	7:55 PM	7:56 PM	8:00 PM	8:05 PM	8:10 PM	8:14 PM
8:39 PM	-	8:40 PM	8:43 PM	8:45 PM	8:48 PM	8:53 PM	8:59 PM	9:02 PM

# 130 - Courtenay

To Qualicum

5:30 AM	5:32 AM	5:36 AM	5:44 AM	5:50 AM	5:54 AM	5:57 AM	6:04 AM	6:07 AM	6:14 AM	6:21 AM	6:24 AM	6:26 AM
7:41 AM	7:44 AM	7:47 AM	7:55 AM	8:02 AM	8:06 AM	8:09 AM	8:16 AM	8:19 AM	8:26 AM	8:33 AM	8:36 AM	8:38 AM
9:53 AM	9:56 AM	9:59 AM	10:07 AM	10:14 AM	10:17 AM	10:21 AM	10:28 AM	10:31 AM	10:38 AM	10:45 AM	10:48 AM	10:50 AM
12:05 PM	12:08 PM	12:11 PM	12:19 PM	12:26 PM	12:29 PM	12:33 PM	12:40 PM	12:43 PM	12:50 PM	12:57 PM	1:00 PM	1:02 PM
2:17 PM	2:19 PM	2:23 PM	2:31 PM	2:38 PM	2:41 PM	2:45 PM	2:52 PM	2:55 PM	3:02 PM	3:08 PM	3:12 PM	3:14 PM
4:33 PM	4:36 PM	4:39 PM	4:47 PM	4:54 PM	4:58 PM	5:01 PM	5:08 PM	5:11 PM	5:18 PM	5:25 PM	5:28 PM	5:30 PM
6:45 PM	6:48 PM	6:51 PM	6:59 PM	7:06 PM	7:09 PM	7:13 PM	7:20 PM	7:23 PM	7:30 PM	7:37 PM	7:40 PM	7:42 PM
8:57 PM	9:00 PM	9:03 PM	9:11 PM	9:18 PM	9:21 PM	9:25 PM	9:32 PM	9:35 PM	9:42 PM	9:49 PM	9:52 PM	9:54 PM
Courtenay Station *												
Courtenay Shopping Centre												
Royston												
Union Bay												
Buckley Bay												
Fanny Bay												
Mud Bay												
Deep Bay *												
Bowser												
Dunsmuir												
Dashwood												
Qualicum Bay												
Qualicum Station *												



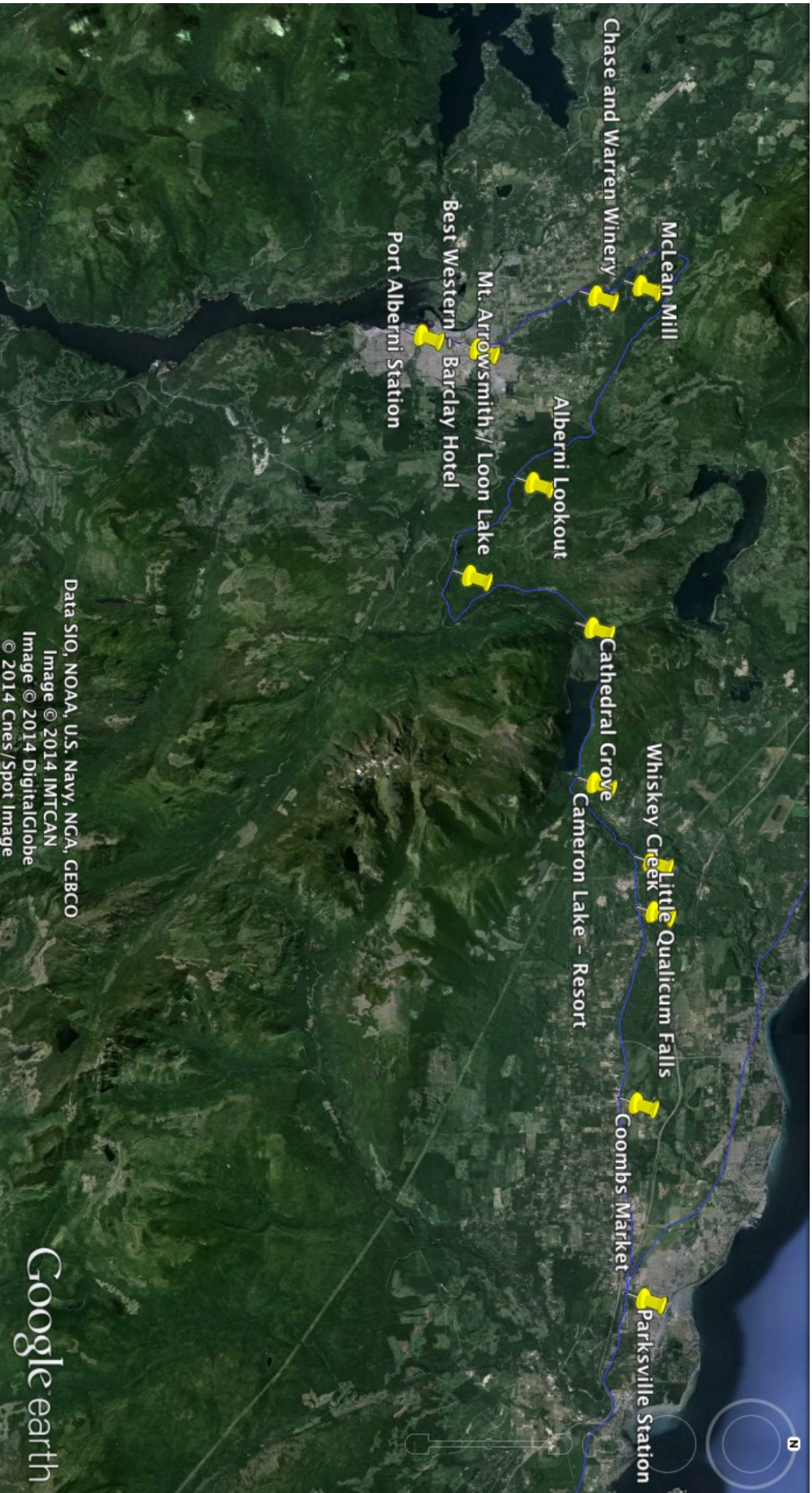


# 130 - Courtenay

To Courtenay

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8:40 AM	8:42 AM	8:46 AM	8:55 AM	9:03 AM	9:07 AM	9:16 AM	9:20 AM	9:23 AM	9:33 AM	9:43 AM	9:48 AM	9:50 AM
10:51 AM	10:54 AM	10:58 AM	11:07 AM	11:15 AM	11:19 AM	11:28 AM	11:32 AM	11:35 AM	11:45 AM	11:55 AM	11:59 AM	12:02 PM
1:03 PM	1:06 PM	1:10 PM	1:19 PM	1:27 PM	1:31 PM	1:40 PM	1:44 PM	1:47 PM	1:57 PM	2:07 PM	2:11 PM	2:14 PM
3:20 PM	3:22 PM	3:26 PM	3:35 PM	3:43 PM	3:47 PM	3:56 PM	4:00 PM	4:03 PM	4:13 PM	4:23 PM	4:28 PM	4:31 PM
5:32 PM	5:34 PM	5:38 PM	5:47 PM	5:55 PM	5:59 PM	6:08 PM	6:12 PM	6:15 PM	6:25 PM	6:35 PM	6:40 PM	6:42 PM
7:43 PM	7:46 PM	7:50 PM	7:59 PM	8:07 PM	8:11 PM	8:20 PM	8:24 PM	8:27 PM	8:37 PM	8:47 PM	8:51 PM	8:54 PM
10:01 PM	10:04 PM	10:08 PM	10:16 PM	10:25 PM	10:29 PM	10:38 PM	10:42 PM	10:44 PM	10:54 PM	11:04 PM	11:09 PM	11:12 PM
Qualicum Station *	Qualicum Bay	Dashwood	Dunsmuir	Bowser	Deep Bay *	Mud Bay	Fanny Bay	Buckley Bay	Union Bay	Royston	Courtenay Shopping Centre	Courtenay Station *

5:45 AM	5:47 AM	5:48 AM	5:54 AM	6:11 AM	6:19 AM	6:25 AM	6:28 AM	6:30 AM	6:37 AM	6:45 AM
9:23 AM	9:25 AM	9:26 AM	9:32 AM	9:50 AM	9:57 AM	10:04 AM	10:07 AM	10:09 AM	10:16 AM	10:23 AM
11:53 AM	11:55 AM	11:56 AM	12:02 PM	12:19 PM	12:27 PM	12:33 PM	12:37 PM	12:39 PM	12:46 PM	12:53 PM
2:22 PM	2:25 PM	2:26 PM	2:31 PM	2:49 PM	2:56 PM	3:03 PM	3:06 PM	3:08 PM	3:15 PM	3:22 PM
5:56 PM	5:58 PM	5:59 PM	6:05 PM	6:22 PM	6:30 PM	6:37 PM	6:40 PM	6:42 PM	6:49 PM	6:56 PM
9:02 PM	9:04 PM	9:05 PM	9:11 PM	9:28 PM	9:36 PM	9:42 PM	9:46 PM	9:47 PM	9:54 PM	10:02 PM
Port Alberni Station *										
Best Western Hotel - Barklay										
Johnson St - Hwy4										
Smith Road - McLean Mill										
Alberni Summit *										
Cathedral Grove *										
Cameron Lake - Arrowsmith Trail										
Little Qualicum Falls Campground										
Whiskey Creek										
Coombs *										
Parksville Station *										



Parksville Station \*

Coombs\*

Whiskey Creek

Little Qualicum Cmpgrd

Cameron Lake - Arrowsmith Trail

Cathedral Grove \*

Alberni Summit \*

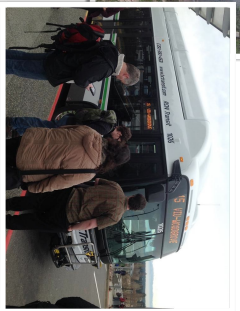
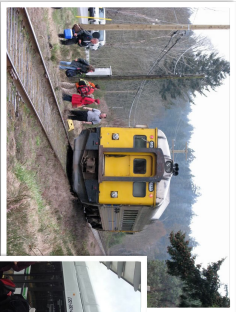
Smith Road - McLean Mill

Johnson St - Hwy4

Best Western Hotel

Port Alberni Station \*

6:46 AM	6:56 AM	7:06 AM	7:09 AM	7:13 AM	7:23 AM	7:34 AM	7:59 AM	8:07 AM	8:08 AM	8:11 AM
10:25 AM	10:35 AM	10:45 AM	10:48 AM	10:52 AM	11:02 AM	11:12 AM	11:37 AM	11:45 AM	11:47 AM	11:50 AM
12:54 PM	1:05 PM	1:14 PM	1:17 PM	1:22 PM	1:31 PM	1:42 PM	2:07 PM	2:15 PM	2:16 PM	2:19 PM
4:30 PM	4:40 PM	4:50 PM	4:52 PM	4:57 PM	5:06 PM	5:17 PM	5:42 PM	5:50 PM	5:52 PM	5:55 PM
7:34 PM	7:44 PM	7:54 PM	7:56 PM	8:01 PM	8:10 PM	8:21 PM	8:46 PM	8:54 PM	8:56 PM	8:59 PM
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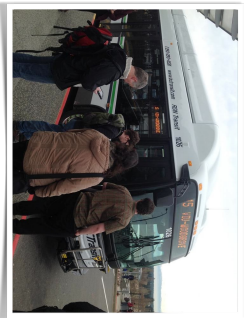


## Central Island Rail Transit

*Expanding affordable, efficient transit in the RDN*

Good evening and thank you to the Chair and Board for having me. I call this presentation "Central Island Rail Transit - Expanding affordable efficient transit in the RDN"

## Buses not getting Cheaper



Fuel Costs Rising  
Long Distances  
\$550,000 Equipment

The bus system here is amazing. I use it every day. It is comfortable and clean, but it is definitely not cheap to run. It's \$550,000 for the CNG buses and fuel costs, especially volatile Natural Gas prices, will rise.

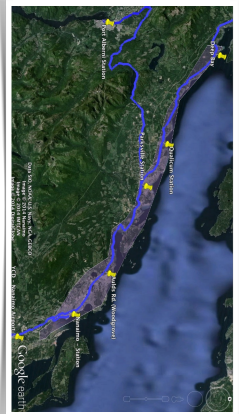
## Existing Bus Service



Successfully Serves Huge Area

RDN Transit serves an incredible area stretching all the way from Cedar to Deep Bay. There is one feature about this service though that seems to be ignored.

## Entirely Parallel



## To the E&N

It runs along the E&N. The E&N was built not only to haul Coal, but also to encourage communities to be developed on the Island. This presentation is about how we can better use this asset that runs through the hearts of our Cities. And do so using as close as possible to ONLY the \$20 Million upgrades slated for the corridor.

## Keys to Success

Affordable (\$2.50 to go from Qualicum to Cedar)

Convenient

## Challenges

Time - Frequency

The keys to the success of any regional transportation system is that it is affordable and that it is convenient. For the most part the bus system does that. Consider that you can get from Qualicum to Cedar for \$2.50. The challenges are always based on time and frequency.

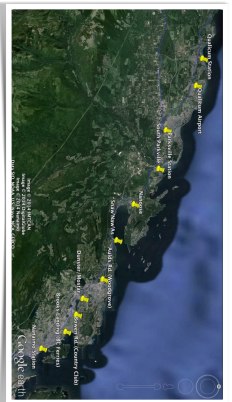


## Equal Access

Rail Cars \$150,000 vs. Bus \$550,000

I would like you to think of the railway tracks as if they were just another road for your transit to run on. And railcars just like any other bus. At \$150,000, railcars like the RDC Budd car can be cheap to purchase. If both buses and rail are provided with equal access then they can be used according to their strengths and the transit system as a whole becomes that much better.

## Step # 1 - Qb/Pk Commuter



Replace/Alignment #90 Bus

Serves All Major Departure and Destination Points  
23 minutes faster Qualicum-Nanaimo

So here's Step #1 of the plan. First: Qualicum to Parksville. If the board directors would like to consult their handouts with the schedule and maps that might be easier than looking at the powerpoint. This full schedule is available on my website at [www.vfreightbyrail.ca](http://www.vfreightbyrail.ca). Right now Oceanside is served by the number 90 and 88 bus. The #90 bus has grown significantly in four or five years. I've used it myself as I drive from Port Alberni to Parksville and hop on the bus all the way to VIU. It's been quite interesting to see it grow, particularly when gas prices started to rise. I see students on there going to VIU and Nanaimo High Schools. I see working people, snowbirds catching the ferry to Vancouver Airport, and travellers looking for a ride to the West Coast.

## Full Day Service

SOUTH

Station	Time
Qualicum*	7:00 AM
Parksville Station*	7:15 AM
Wellsby Ferry Rd	7:30 AM
McMillan Highway*	7:45 AM
Qualicum*	8:00 AM
Public Wharves**	8:15 AM
Duncan and Blaine	8:30 AM
Brown County Club	8:45 AM
Brooks Landing Platform	9:00 AM
Nanaimo Station*	9:15 AM

NORTH

Station	Time
Nanaimo Station*	7:00 AM
Brooks Landing Platform	7:15 AM
Brown County Club	7:30 AM
Duncan and Blaine	7:45 AM
Public Wharves**	8:00 AM
Wellsby Ferry Rd	8:15 AM
McMillan Highway*	8:30 AM
Qualicum*	8:45 AM
Parksville Station*	9:00 AM
Wellsby Ferry Rd	9:15 AM
McMillan Highway*	9:30 AM
Qualicum*	9:45 AM

BC Ferries - Blue - Commuter - Green

### Key Commuters

VIU Schools BC Ferries (or Fast Ferry) Hospital  
23 minutes faster Qualicum-Nanaimo

A new #100 rail commuter would be 23 minutes faster than the current bus even taking into account picking people up along the way. Like the #90 does now, you can see here in Green the back to back commuter runs where two rail cars would run in quick succession. Then one would continue running throughout the day until afternoon when the 2nd again went on the commuter run. The times marked in blue connect with departures or arrivals from BC Ferries using the #25 BC Ferry Shuttle Bus.

One big advantage here is service to Nanaimo Regional General Hospital which is currently very difficult for commuters because of NRGH's distance from the main hubs. The rail stop at Brooks Landing is within easy walking distance of NRGH. As I believe the largest hospital north of Victoria and 2nd largest employer in Nanaimo, this is a big improvement. Also don't forget about the new Parksville Medical Centre which is just a few hundred metres away from the Parksville Train Station.

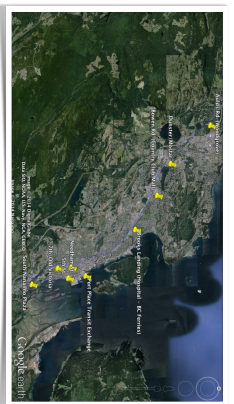
Since that run uses two Railcars but only one all day, what do you do with the second train set for the rest of the day?

What to do with  
the 2nd Train Set?

Pandora's Box?



## Step #2 - Nanaimo City



Replace/ Augment #7/8/9 Buses

20-30 minute time savings Cedar-Woodgrove  
Serves entire Nanaimo City limits + Harbour  
in same time as #8 Woodgrove-Prideaux

That brings us to step number two which I call the Nanaimo City Shuttle. This run replaces 2 and a half buses the number seven to Cedar and the number eight and number nine which go back-and-forth basically exactly parallel to the railway along Highway 19a. This would represent a large savings in time to get from Cedar to Woodgrove.

## Quick City Service

SOUTH

Line	Station	Time	Frequency
1	Port Place	8:45	15 min
2	Port Place	9:06	15 min
3	Port Place	9:27	15 min
4	Port Place	9:48	15 min
5	Port Place	10:09	15 min
6	Port Place	10:30	15 min
7	Port Place	10:51	15 min
8	Port Place	11:12	15 min
9	Port Place	11:33	15 min
10	Port Place	11:54	15 min
11	Port Place	12:15	15 min
12	Port Place	12:36	15 min
13	Port Place	12:57	15 min
14	Port Place	13:18	15 min
15	Port Place	13:39	15 min
16	Port Place	14:00	15 min
17	Port Place	14:21	15 min
18	Port Place	14:42	15 min
19	Port Place	15:03	15 min
20	Port Place	15:24	15 min
21	Port Place	15:45	15 min
22	Port Place	16:06	15 min
23	Port Place	16:27	15 min
24	Port Place	16:48	15 min
25	Port Place	17:09	15 min
26	Port Place	17:30	15 min
27	Port Place	17:51	15 min
28	Port Place	18:12	15 min
29	Port Place	18:33	15 min
30	Port Place	18:54	15 min
31	Port Place	19:15	15 min
32	Port Place	19:36	15 min
33	Port Place	19:57	15 min
34	Port Place	20:18	15 min
35	Port Place	20:39	15 min
36	Port Place	21:00	15 min
37	Port Place	21:21	15 min
38	Port Place	21:42	15 min
39	Port Place	22:03	15 min
40	Port Place	22:24	15 min
41	Port Place	22:45	15 min
42	Port Place	23:06	15 min
43	Port Place	23:27	15 min
44	Port Place	23:48	15 min
45	Port Place	24:09	15 min
46	Port Place	24:30	15 min
47	Port Place	24:51	15 min
48	Port Place	25:12	15 min
49	Port Place	25:33	15 min
50	Port Place	25:54	15 min

NORTH

Line	Station	Time	Frequency
1	Port Place	8:45	15 min
2	Port Place	9:06	15 min
3	Port Place	9:27	15 min
4	Port Place	9:48	15 min
5	Port Place	10:09	15 min
6	Port Place	10:30	15 min
7	Port Place	10:51	15 min
8	Port Place	11:12	15 min
9	Port Place	11:33	15 min
10	Port Place	11:54	15 min
11	Port Place	12:15	15 min
12	Port Place	12:36	15 min
13	Port Place	12:57	15 min
14	Port Place	13:18	15 min
15	Port Place	13:39	15 min
16	Port Place	14:00	15 min
17	Port Place	14:21	15 min
18	Port Place	14:42	15 min
19	Port Place	15:03	15 min
20	Port Place	15:24	15 min
21	Port Place	15:45	15 min
22	Port Place	16:06	15 min
23	Port Place	16:27	15 min
24	Port Place	16:48	15 min
25	Port Place	17:09	15 min
26	Port Place	17:30	15 min
27	Port Place	17:51	15 min
28	Port Place	18:12	15 min
29	Port Place	18:33	15 min
30	Port Place	18:54	15 min
31	Port Place	19:15	15 min
32	Port Place	19:36	15 min
33	Port Place	19:57	15 min
34	Port Place	20:18	15 min
35	Port Place	20:39	15 min
36	Port Place	21:00	15 min
37	Port Place	21:21	15 min
38	Port Place	21:42	15 min
39	Port Place	22:03	15 min
40	Port Place	22:24	15 min
41	Port Place	22:45	15 min
42	Port Place	23:06	15 min
43	Port Place	23:27	15 min
44	Port Place	23:48	15 min
45	Port Place	24:09	15 min
46	Port Place	24:30	15 min
47	Port Place	24:51	15 min
48	Port Place	25:12	15 min
49	Port Place	25:33	15 min
50	Port Place	25:54	15 min

Integrated to fit with #100 service

Serves Gabriola/Past Ferry at new Transit Exchange

Connects to Nanaimo Airport (Orange)

Purple Area is Evening Service  
after Commuter run (requires 3rd Rail/Car set)

If this 2nd service didn't happen then the #100 service from Qualicum could extend all the way to the port place exchange to serve the fast ferry and Gabriola but as you can see having this run would provide a very frequent service. A train leaving Port place exchange at 8:45 will get to Woodgrove at Aulds road by 9:06, so under 25 minutes. There are times when it takes longer than that by car. The boxes coloured in orange connect to an additional service to the Airport and the boxes coloured in purple are an extra evening service that would run after the regular commuter service is finished.

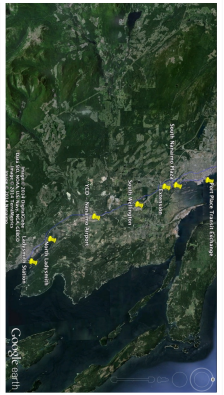
Those are the two main proposals.

They would be the simplest to implement and make the biggest impact on ridership and provide the most benefit.

There are other opportunities though. So if you could hang on with me for a little longer, I will show those.

## Future Opportunities

### Step #3 - Ladysmith / Airport



New Service serving commuters from Ladysmith  
 Direct Service to YCD Airport and Fast Ferries  
 Enables Ladysmith - Qualicum Travel in less than thr 45min

Step number three is Ladysmith and the Nanaimo Airport  
 This would connect commuters coming from Ladysmith who currently  
 have no options like the Qualicum service.

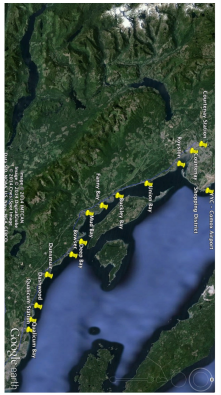
### Expanding South

SOUTH		NORTH	
Fast Ferry Change	Fast Ferry Change	Fast Ferry Change	Fast Ferry Change
BC Ferries	BC Ferries	BC Ferries	BC Ferries
Comox	Comox	Comox	Comox
Victoria	Victoria	Victoria	Victoria
Qualicum	Qualicum	Qualicum	Qualicum
... (many more rows) ...	... (many more rows) ...	... (many more rows) ...	... (many more rows) ...

Connects to BC Ferries (and Fast Ferries/Gabriola)  
 Regular Service to the Airport  
 South end Commuter Service doesn't currently exist

The Railway goes right beside the airport. If an overpass were built, users could easily  
 walk to and from the airport. This service would of course also get people from the  
 South to BC Ferries as noted in blue.  
 Since this service extends to Ladysmith that means it is outside the RDN area. However,  
 Cowichan Regional District already partners with Victoria transit for a similar commuter  
 type service all the way from Duncan, over the Malahat to Victoria. So I anticipate  
 something like this would be achievable.

### Step #4 - Deep Bay - Courtenay - YYC



Replace Deep Bay Bus with efficient North RDN Service  
 Serve Courtenay and Comox Airport  
 Powell River and North Gulf Island  
 connections to Vancouver BC Ferries

Step four would be going north to Courtenay and Comox. This would  
 represent a huge boost in mobility access for this rural area and I dare  
 to say it would be extremely popular with Northern Gulf Island and  
 even Powell River residents getting to Vancouver.

## Points North

SOUTH

NORTH

The image shows two screenshots of the BC Ferries website. The left screenshot displays the 'SOUTH' routes, listing destinations like Courtenay, Nanaimo, and Port Alberni. The right screenshot displays the 'NORTH' routes, listing destinations like Courtenay, Nanaimo, and Port Alberni. Both screenshots show detailed schedules, including departure times and estimated arrival times.

Long Distances - Less Service  
Courtenay - Nanaimo in 2 hours  
Good BC Ferries connections

It could also serve the very busy Comox Airport if there was a bus connection made there in Courtenay.

## Step #5 - Go West



Smaller (But Important!) Commuter Potential  
Last CP Rail Passenger Train ran in 1950s  
Tourism Potential

Step five. Go West.

This is the smallest route and longest term but I think it's very VERY important and not only because I'm from Port Alberni. The last Canadian Pacific passenger service ran to Alberni in the 1950s. Commuting is growing out of Port Alberni thanks to its affordable house prices. And there have always been lots of people living in Qualicum who work in Port Alberni and vice versa.

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## Westerly

EAST

WEST

The image shows two screenshots of the BC Ferries website. The left screenshot displays the 'EAST' routes, listing destinations like Courtenay, Nanaimo, and Port Alberni. The right screenshot displays the 'WEST' routes, listing destinations like Courtenay, Nanaimo, and Port Alberni. Both screenshots show detailed schedules, including departure times and estimated arrival times.

Longer Distances - Slower Ride  
Port Alberni - Nanaimo in 2 hours  
Good outboard BC Ferries connections  
Many potential "dropoff/pickup" attractions

Since the line is quite long and has a slower speed it would be a slower ride but a very beautiful journey. The tourism potential would be fantastic... the stops on the schedule are each an attraction in their own right. The service would give people the means to walk on BC Ferries, saving the expense of their car, stay in Nanaimo, Parksville or Qualicum. Take the train to Port Alberni for a stay there and then continue on to Tofino perhaps by Greyhound or to Ucluelet by the Frances Barkley. All without a car.

## Big Dreams with Modest Means



Denton County Ridership 2000 per day (2011)  
Nanaimo RDN #7/8/9/ #90 800 per day (2007)

Wrapping up, this is about dreaming big, but starting modestly.

We are not reinventing the wheel. The Denton County transit system in Texas pictured above leased 10 RDC railcars to start and put them in successful service. They had just 2000 people riding per day in 2011 on brand new Stadler trains. The latest information I could get for the RDN was that the #7, #8, #9 and #90 buses had 800 people a day in 2007.

## Costs?

#100 alone requires 2 rail sets  
#100/ #110/ #120 would need 3 rail sets serve entire RDN

CNG Bus: \$550,000  
Unrefurbished RDC: <\$150,000  
Refurbished (VIA) RDC: \$1,000,000  
Denton/Trinity Express RDC: \$?

Denton County/ TRE: 2000 person ridership  
10 trains leased from TRE

RDN: 800 person ridership  
Only need 2 - 3 trains

Compared to 10 RDCs for 2000 people 2 RDCs for 800 is a steal. I know from experience that ridership has grown in the RDN since then. If we extend it to Ladysmith, which I believe could be very successful and add serious ridership, it still only needs 3 RDCs.

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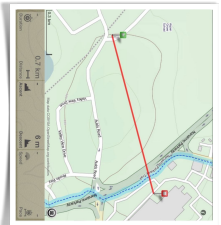
## Big Dreams with Modest Means



We have the examples of the Malahat and Qualicum commuter buses which travel great distances within and between Regional Districts for only \$2 or \$3 dollars.  
We have to be willing to use this incredible asset that spans all of our communities on the Island and gives us the ability to hop on and hop off wherever we need to go. In future this mode of transportation is also the only one that could be electrified and thus be completely zero-carbon emissions. That is something that highways will never provide and that isn't practical for the bus system.  
Thank you for your time this evening. I do have other slides but I will end there for time. So if you have any questions I will be happy to answer them. I hope you can seriously consider this proposal and perhaps request your staff study this type of service for the RDN in the future.  
Thankyou.

## Key Challenge - Woodgrove

Aulds Road  
Woodgrove



walkable distance

### Land Development Potential

Woodgrove/NTC served by re-routed buses,  
Country Club/Brooks Landing/Terminal Park  
directly adjacent

One of the biggest challenges with this whole proposal is Woodgrove.

There's a major transit exchange there and unfortunately Woodgrove is the only shopping center that isn't almost directly adjacent to the Railway. It is still walkable though if it is properly developed. You can see from the map that it is only 700 m in a straight line from the railway crossing at Aulds Road to the transit exchange at Woodgrove.

So since that land is not developed, I don't know who owns it now, but perhaps this service could encourage that development and at the same time allow an overpass or preferably an underpass under the highway for pedestrians from the railway to get to Woodgrove. That would allow and simplify any connections to Woodgrove from the Railway. Barring that, Woodgrove could certainly be served by one of the many buses that goes to Woodgrove in any hour. There's the number 15 there's number 12 number 10 there's lots different buses that go to Woodgrove they can all swing by the railway crossing and grab passengers from there and bring them to the mall.

I think though that if you look at the ridership statistics from Transit you'll see that people who are commuting are going through and beyond Woodgrove rather than going there to transfer on to say the Hammond Bay or other localized routes. So the question of access to Woodgrove would be more important for this City shuttle that people would use to go from centre to centre within Nanaimo. As for the other malls. N. Town Ctr. is quite far away from Mostar and there is not much you can do about that aside from bus connections. But that area around Mostar is growing very fast and has lots of residential area and has a growing commercial area as well so there are other opportunities for growth there. Country club mall, Brooks Landing, terminal Park are all directly adjacent to the Railway and Brooks Landing even has the under pass culvert that people can walk through to connect to BC Ferries. At Country club you could put in a pedestrian overpass there quite easily. And Terminal Park already has crossings from the rail trail.

**Re: Qualicum Beach's amendment to the Growth Containment Boundary**

From: Charna Macfie

Sent: Sunday, April 13, 2014 7:40 PM

Subject: Request to present to the Board April 22

I would like to register for a presentation to the Board of Directors of the RDN at the April 22nd Board Meeting.

I realize this is short notice and hope you will be able to accommodate our delegation on the agenda. The presentation will be less than 10 minutes.

The topic is Qualicum Beach's amendment to the Growth Containment Boundary.

I shall be presenting along with Janet Raines who is a board member of the Qualicum Beach Residents Association.

Regards,  
Charna Macfie

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, MARCH 25, 2014 AT 7:07 PM IN THE  
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director J. de Jong	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
R. Alexander	Gen. Mgr. Regional & Community Utilities
T. Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
T. Armet	A / Gen. Mgr. Strategic & Community Development
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

## **CALL TO ORDER**

The Chairperson called the meeting to order.

## **DELEGATIONS**

### **Dr. Paul Hasselback, Vancouver Island Health Authority, re Local Area Health Profiles.**

Dr. Paul Hasselback provided a slide presentation and overview of local area health profiles within Districts 68 and 69.

### **Gary Carleton, Red Cross, re Acknowledgement of Recent Agreement and Update of Red Cross Work in RDN.**

Gary Carleton thanked the Board for their support and provided an update on the work of the Red Cross over the last year in partnership with the Regional District of Nanaimo.

## **LATE DELEGATIONS**

- 14-215 MOVED Director Holme, SECONDED Director Ruttan, that late delegations be permitted to address the Board.

CARRIED

### **Ian Gartshore, re Nanaimo Recycling Exchange – Funding Options and Future of Facility.**

Ian Gartshore shared his view of the valuable services the Nanaimo Recycling Exchange has provided to the community over the years by extending the life of the landfill and providing local employment opportunities.

### **Dirk Becker, re Value of Nanaimo Recycling Exchange to our Community.**

Dirk Becker provided a brief history of his involvement with the Nanaimo Recycling Exchange over the last 25 years and the benefits it offers the community.

### **Tim McGrath, re Nanaimo Recycling Exchange.**

Tim McGrath voiced his concerns in spending tax payers' dollars on the Nanaimo Recycling Exchange.

## **BOARD MINUTES**

### **Minutes of the Board meeting held Tuesday, February 25, 2014.**

- 14-216 MOVED Director Holme, SECONDED Director Ruttan, that the minutes of the Board meeting held Tuesday, February 25, 2014, be adopted.

CARRIED

## **COMMUNICATION/CORRESPONDENCE**

### **Laurie Nickerson, Kingsley Low Rental Housing Society, re Proposed Redevelopment of Senior Housing Complex in Parksville.**

- 14-217 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Laurie Nickerson, Kingsley Low Rental Housing Society, regarding the proposed redevelopment of the Senior Housing Complex in Parksville, be received.

CARRIED



**Dean Gaudry, Chair, Nanaimo and Area Land Trust Board of Directors, re Nanaimo-based Incinerator for Metro Vancouver Waste.**

- 14-218 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Dean Gaudry, Chair, Nanaimo and Area Land Trust Board of Directors, regarding the Nanaimo-based incinerator for Metro Vancouver waste, be received.

CARRIED

**Russ Black, Belkorp Environmental Services Ltd., re GVS&DD Proposed Solid Waste and Recyclable Materials Regulatory Bylaw 280.**

- 14-219 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Russ Black, Belkorp Environmental Services Ltd., regarding the GVS&DD proposed Solid Waste and Recyclable Materials Regulatory Bylaw 280, be received.

CARRIED

**Phyllis Geoffray, re Support for Nanaimo Recycling Exchange.**

- 14-220 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Phyllis Geoffray regarding support for the Nanaimo Recycling Exchange, be received.

CARRIED

**Tony Montana, re Nanaimo Recycling Exchange.**

- 14-221 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Tony Montana regarding the Nanaimo Recycling Exchange, be received.

CARRIED

**Lynne Alton, re Nanaimo Recycling Exchange.**

- 14-222 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Lynne Alton regarding the Nanaimo Recycling Exchange, be received.

CARRIED

**Correspondence - March, 2014 re Proposed Waste-to-Energy Facility.**

- 14-223 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from March, 2014 regarding the proposed Waste-to-Energy facility, be received.

CARRIED

**Anne Marie and Graham Hughes re Application for 3617 Dolphin Drive – Development Variance Permit Application No. PL2014-002.**

- 14-224 MOVED Director Brennan, SECONDED Director Johnstone, that the correspondence from Anne Marie and Graham Hughes regarding the application for 3617 Dolphin Drive – Development Variance Permit Application No. PL2014-002, be received.

CARRIED

**UNFINISHED BUSINESS**

**BYLAW ADOPTION**

**Bylaw No. 1655.02 - Water User Rate Amendments 2014.**

- 14-225 MOVED Director Holme, SECONDED Director Johnstone, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014", be adopted.

CARRIED

**Bylaw No. 975.61 — Pump & Haul Local Service Establishment Amendment to Exclude Lot 58, District Lot 78, Plan 14275, Nanoose Land District.**

- 14-226 MOVED Director Holme, SECONDED Director Fell, that "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014", be adopted.

CARRIED

**STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS**

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

**Minutes of the Electoral Area Planning Committee meeting held Tuesday, March 11, 2014.**

- 14-227 MOVED Director Holme, SECONDED Director Fell, that the minutes of the Electoral Area Planning Committee meeting held, Tuesday, March 11, 2014, be received for information.

CARRIED

***DEVELOPMENT PERMIT APPLICATION***

**Development Permit and Site Specific Exemption Application No. PL2013-115 – Anderson – 1045 Forgotten Drive, Electoral Area 'G'.**

- 14-228 MOVED Director Holme, SECONDED Director McPherson, that Development Permit and Site Specific Exemption Application No. PL2013-115 to allow the construction of a garage/workshop and shed on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

***DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS***

**Development Permit with Variance Application No. PL2012-118 – Wilson – 2505 Blokker Road, Electoral Area 'E'.**

- 14-229 MOVED Director Holme, SECONDED Director Young, that Development Permit with Variance Application No. PL2012-118 to permit the construction of a dwelling unit and related improvements be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

**Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 – Carey – 3718 Jingle Pot Road, Electoral Area 'C'.**

- 14-230 MOVED Director Young, SECONDED Director McPherson, that Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 to allow the construction of an addition to a dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

**DEVELOPMENT VARIANCE PERMIT APPLICATION**

**Development Variance Permit Application No. PL2014-002 – Birchland Resources Inc. – 3617 Dolphin Drive, Electoral Area ‘E’.**

Garry Bentham spoke in favor.

- 14-231 MOVED Director Holme, SECONDED Director Fell, that Development Variance Permit Application No. PL2014-002 be approved subject to the conditions outlined in Attachment 4.

CARRIED

**ZONING AMENDMENT APPLICATION**

**Zoning Amendment Application No. PL2013-064 – Bylaw 1285.21 – 2619 Alberni Highway, Electoral Area ‘F’.**

- 14-232 MOVED Director Fell, SECONDED Director Holme, that "Electoral Area `F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be introduced and read two times.

CARRIED

- 14-233 MOVED Director Fell, SECONDED Director Holme, that the Public Hearing on "Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be chaired by Director Fell or his alternate.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

**Minutes of the Committee of the Whole meeting held Tuesday, March 11, 2014.**

- 14-234 MOVED Director Brennan, SECONDED Director Bestwick, that the minutes of the Committee of the Whole meeting held Tuesday, March 11, 2014, be received for information.

CARRIED

**COMMUNICATION/CORRESPONDENCE**

**Ross Peterson, re Board Discussion of Delegation Requests.**

- 14-235 MOVED Director Holme, SECONDED Director Ruttan, that the correspondence from Ross Peterson regarding Board discussion of delegation requests, be received.

CARRIED

**Mayor Teunis Westbroek, Town of Qualicum Beach, re Oceanside Task Force on Homelessness Letter of Support.**

- 14-236 MOVED Director Holme, SECONDED Director Ruttan, that the correspondence from Mayor Teunis Westbroek, Town of Qualicum Beach, regarding the Oceanside Task Force on Homelessness letter of support, be received.

CARRIED

**Correspondence – February-March, 2014 re Proposed Waste-to-Energy Facility.**

- 14-237 MOVED Director Holme, SECONDED Director Ruttan, that the correspondence from February - March, 2014 regarding the proposed Waste-to-Energy facility, be received.

CARRIED

**Coralee Oakes, Ministry of Community, Sport and Cultural Development re Electoral Area 'A' Restructure Study Funding Request.**

- 14-238 MOVED Director Holme, SECONDED Director Ruttan, that the correspondence from Coralee Oakes, Ministry of Community, Sport and Cultural Development regarding the Electoral Area 'A' Restructure Study funding request, be received.

CARRIED

**Scott Tanner, District 69 Recreation Commission re District 69 Arena / Parksville Curling Club Permissive Tax Exemption.**

- 14-239 MOVED Director Holme, SECONDED Director Ruttan, that the correspondence from Scott Tanner, District 69 Recreation Commission, regarding District 69 Arena / Parksville Curling Club Permissive Tax Exemption, be received.

CARRIED

***FINANCE***

**Extension of Agreement for Property Insurance Brokerage Services.**

- 14-240 MOVED Director Brennan, SECONDED Director Willie, that the Board direct staff to extend the AON Reed Stenhouse contract for property insurance brokerage services on a year by year basis for one year.

CARRIED

**Extension of Banking Services Contract.**

- 14-241 MOVED Director Ruttan, SECONDED Director McPherson, that the Board direct staff to extend the TD Canada Trust contract for general banking services for five years and that the services be tendered in 2018 for a tender award to start as of March 1, 2019.

CARRIED

**Preliminary Operating Results for the Period Ending December 31, 2013.**

- 14-242 MOVED Director Holme, SECONDED Director Anderson, that the summary report of financial results for Regional District of Nanaimo operations to December 31, 2013, be received for information.

CARRIED

**Bylaw No. 1698 – 2014 to 2018 Financial Plan.**

- 14-243 MOVED Director Anderson, SECONDED Director Willie, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be introduced and read three times.

CARRIED

- 14-244 MOVED Director Anderson, SECONDED Director Willie, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be adopted.

CARRIED

**Approval for Gas Operating Permit Bond.**

- 14-245 MOVED Director Anderson, SECONDED Director Willie, that the Board authorize staff to obtain a \$10,000 bond in the name of the BC Safety Authority for the purpose of operating the Compressed Natural Gas buses.

CARRIED

***CORPORATE SERVICES***

***ADMINISTRATIVE SERVICES***

**Board Remuneration Review Committee.**

- 14-246 MOVED Director Brennan, SECONDED Director Veenhof, to amend the terms of reference by removing the words 'three year' in reference to the election term or period, and establish a Board Remuneration Review Committee in accordance with the terms of reference as amended.

CARRIED

- 14-247 MOVED Director Veenhof, SECONDED Director Brennan, that Board members submit names of individuals who have experience as a public official for consideration by the Board for appointment to the Board Remuneration Review Committee at the April 22, 2014 Board meeting.

CARRIED

***STRATEGIC AND COMMUNITY DEVELOPMENT***

***LONG RANGE PLANNING***

**Secondary Suites Information Sessions Summary, Bylaw No. 500.389, and Revised Secondary Suites Policy.**

- 14-248 MOVED Director Holme, SECONDED Director Ruttan, that the summary of the secondary suites information session held February 26, 2014, included as Attachment 3, be received.

CARRIED

- 14-249 MOVED Director Holme, SECONDED Director Veenhof, that 2nd reading be given to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014", as amended.

CARRIED

- 14-250 MOVED Director Holme, SECONDED Director Veenhof, that the proposed Secondary Suites Policy, included as Attachment 2, be approved as amended and that it be scheduled to come into effect following the adoption of proposed amendments Bylaw 500.389 and 1285.19.

CARRIED

**Proposed Amendment to Fees Bylaw No. 1259.**

- 14-251 MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259.10, 2014", be introduced and read three times.

CARRIED

- 14-252 MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259.10, 2014", be adopted.

CARRIED

**Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund.**

- 14-253 MOVED Director Anderson, SECONDED Director Houle, that the Regional District of Nanaimo Board allocate \$58,000 from the Reserve Fund to the Oceanside Task Force on Homelessness (under the auspices of the Society of Organized Services) to support the work of a Homelessness Coordinator for School District 69 for another year.

CARRIED

***STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS***

**Transit Select Committee**

**Minutes of the Transit Select Committee meeting held Thursday, February 20, 2014.**

- 14-254 MOVED Director Brennan, SECONDED Director Ruttan, that the minutes of the Transit Select Committee meeting held Thursday, February 20, 2014, be received for information.

CARRIED

**RDN Future Plan.**

- 14-255 MOVED Director Brennan, SECONDED Director Anderson, that the Board approve the Regional District of Nanaimo Transit Future Plan with amended wording to reflect that service options for Electoral Area 'H' from the Comox Valley Regional District will be explored with BC Transit.

CARRIED

**Parksville and Qualicum Beach Transit Service Review.**

- 14-256 MOVED Director Willie, SECONDED Director Lefebvre, that the report be received for information.

CARRIED

**District 69 Recreation Commission**

**Minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014.**

- 14-257 MOVED Director Veenhof, SECONDED Director Ruttan, that the minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014, be received for information.

CARRIED

**Grants.**

14-258 MOVED Director Willie, SECONDED Director Veenhof, that the following District 69 Youth Recreation Grant applications be approved:

Arrowsmith Community Recreation Association (formerly ACES)- youth programs	\$1,000
Ballenas Secondary School - Dry Grad	\$1,200
Ballenas Secondary School - BC High School Curling Championships	\$ 500
Kwalikum Secondary School - Dry Grad	\$1,200
Parksville Volleyball Club - uniforms and equipment	\$1,250
Oceanside Minor Baseball - portable fencing	\$1,000
Ravensong Waterdancers - pool rental	\$1,000

CARRIED

14-259 MOVED Director Willie, SECONDED Director Veenhof, that the following District 69 Community Recreation Grant applications be approved:

Bowser Elementary School - subsidy for low-income families for outdoor camp	\$1,000
Errington Coop Preschool - equipment	\$1,000
Oceanside Kidfest Society - event costs	\$2,500
Oceanside Building Learning Together Society - arena admissions	\$ 242
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,500

CARRIED

**Rubberized Track at Ballenas Secondary Report.**

14-260 MOVED Director Veenhof, SECONDED Director Holme, that School District 69 and representatives from the Oceanside Track and Field Club be approached for formal support in working with the Regional District of Nanaimo in the design of a rubberized 3 lane 400 metre, 6 lane 100 metre sprint zone track surface that would replace the existing track surface at Ballenas Secondary School.

CARRIED

14-261 MOVED Director Veenhof, SECONDED Director Holme, that the cost of the design be funded from the Northern Community Recreation Service Reserve Fund.

CARRIED

14-262 MOVED Director Veenhof, SECONDED Director Holme, that the Regional District, School District 69 and Oceanside Track and Field Club prepare a Maintenance and Capital Plan Agreement for the proposed rubberized track surface at Ballenas Secondary School.

CARRIED

14-263 MOVED Director Veenhof, SECONDED Director Holme, that the design work be used in the pursuit of any future grant funding that may be available to install a rubberized track surface at Ballenas Secondary School.

CARRIED

**City of Parksville Permissive Tax Exemption – Parksville Curling Club.**

14-264 MOVED Director Lefebvre, SECONDED Director Willie, that staff prepare a report on the impacts the Parksville Curling Club and the District 69 Arena facility is facing with the reduction and removal of the Permissive Tax Exemption by the City of Parksville for the leased parklands and to provide options that will ensure the club and the regional district facility can be sustained in the long term.

CARRIED

14-265 MOVED Director Lefebvre, SECONDED Director Willie, that the District 69 Recreation Commission Chairperson send a letter to the City of Parksville with a copy to BC Assessment requesting the reconsideration of the reduction and elimination of the Permissive Tax Exemption for the Parksville Curling Club / District 69 Arena leased lands at the Parksville Community Park and for staff to work with the Parksville Curling Club on the verification of the current property and land assessment with BC Assessment.

CARRIED

**Regional Parks and Trails Select Committee**

**Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014.**

14-266 MOVED Director Ruttan, SECONDED Director Johnstone, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014, be received for information.

CARRIED

**Friends of Morden Mine Society – Funding Request.**

14-267 MOVED Director Young, SECONDED Director de Jong, that the Board approve funding to the Friends of Morden Mine Society of up to \$15,000 towards the engineering study of the Morden Colliery Tipple subject to funding being provided by other partners in the project.

CARRIED

**Islands Trust Rezoning Bylaw Referral Report.**

14-268 MOVED Director Houle, SECONDED Director Willie, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to include a new permitted use to specifically allow special events in all park zones.

CARRIED

14-269 MOVED Director Houle, SECONDED Director Veenhof, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to provide Active Recreation Community Park (P3) zoning for Paisley Place Community Park.

CARRIED



**SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES**

**Electoral Area 'E' Parks and Open Space Advisory Committee**

**Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting, held Monday, February 3, 2014.**

- 14-270 MOVED Director Holme, SECONDED Director Young, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting, held Monday, February 3, 2014, be received for information.

CARRIED

**Electoral Area 'A' Parks, Recreation, and Culture Commission**

**Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting, held Wednesday, February 19, 2014.**

- 14-271 MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting, held Wednesday, February 19, 2014, be received for information.

CARRIED

**Sustainability Select Committee**

**Minutes of the Sustainability Select Committee meeting, held Wednesday, March 12, 2014.**

- 14-272 MOVED Director Veenhof, SECONDED Director Willie, that the minutes of the Sustainability Select Committee meeting, held Wednesday, March 12, 2014, be received for information.

CARRIED

- 14-273 MOVED Director Brennan, SECONDED Director Willie, that this item be referred back to the Sustainability Select Committee:

That staff be directed to provide a report on the barriers to green building identified in the report from April 2010 [*Overcoming Barriers to Green Buildings*], and specifically how we are addressing the 17 barriers within the regional district's operating policies, including, where we are at bringing these forward, how we would bring these forward, what they would look like, and when we can expect these to come forward.

CARRIED

**Green Building Incentives Program 2014.**

- 14-274 MOVED Director Veenhof, SECONDED Director Young, that the proposed 2014 Green Building Incentive Program be approved.

CARRIED

**Inter-Regional Education Initiative – Progress Report.**

- 14-275 MOVED Director Brennan, SECONDED Director Johnstone, that the Inter-Regional Education Initiative Partnership Progress Report be received for information.

CARRIED

**Update on the Community Watershed Monitoring Network.**

- 14-276 MOVED Director Veenhof, SECONDED Director Willie, that the report, Update on the Community Watershed Monitoring Network, be received for information.

CARRIED

**RDN Woodstove Exchange Program.**

- 14-277 MOVED Director Veenhof, SECONDED Director Young, that staff examine options to provide an additional \$20,000 in funding to the Regional District of Nanaimo Woodstove Exchange Program.

CARRIED

**Provincial Incentive Programs.**

- 14-278 MOVED Director Veenhof, SECONDED Director Anderson, that staff draft a letter to the Province highlighting the benefits of the LiveSmart BC incentive program and the regional implications for reducing Provincial incentive programs.

CARRIED

- 14-279 MOVED Director Veenhof, SECONDED Director Anderson, that staff draft a letter to the Association of Vancouver Island and Coastal Communities requesting consideration of a late resolution for Union of BC Municipalities submission concerning an extension to Provincial energy efficiency incentive programs.

CARRIED

**ADMINISTRATOR'S REPORTS**

**E&N Trail: Coombs to Parksville to French Creek – Design Contract Award.**

- 14-280 MOVED Director Anderson, SECONDED Director Veenhof, that the contract for the project management and detailed design of the E&N Trail: Coombs to Parksville to French Creek be awarded to Koers & Associates Engineering Ltd. for the contract price of \$184,748.

CARRIED

**Zoning Amendment Application No. PL2013-089 – Bylaw 500.390 – Robert and Gigi Obradovic – 3389 Jingle Pot Road, Electoral Area 'C'.**

- 14-281 MOVED Director Young, SECONDED Director Holme, that the report of the Public Hearing held on March 12, 2014, on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013" be received.

CARRIED

- 14-282 MOVED Director Young, SECONDED Director Holme, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013" be read a third time.

CARRIED

**Zoning Amendment Application No. PL2013-114 – Bylaw 1285.20 – Fern Road Consulting Ltd./Springhill Holdings Ltd. – Electoral Area 'F'.**

- 14-283 MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014" be adopted.

CARRIED

**NEW BUSINESS**

**UBCM Municipal Government Representative.**

- 14-284 MOVED Director Houle, SECONDED Director Lefebvre, that Director Veenhof be nominated as a Union of BC Municipalities municipal government representative on the Multi-Material BC Advisory Committee.

CARRIED

**Notice of Motion – Island Corridor Foundation.**

Director Lefebvre noted that the following motion will be brought forward to the April 8, 2014 Committee of the Whole agenda:

Whereas, due to the serious, ongoing deterioration of the rail line, lack of realistic capital funding dollars, the inability to negotiate an agreement with VIA Rail and lack of information on how current taxpayers' dollars and Island Corridor Foundation revenues are being spent on necessary repairs to the rail infrastructure, the Regional District of Nanaimo Board has lost confidence in the existing administrative function of the Island Corridor Foundation (ICF);

Therefore be it resolved that:

1. In order to resolve this situation, the Regional District of Nanaimo proposes a meeting of all First Nations and Regional Districts be convened to discuss the future of the Island Corridor Foundation;
2. and that such meeting should coincide with the 2014 Association of Vancouver Island and Coastal Communities Conference, if possible, to seek input and advice as to how to proceed towards a successful rehabilitation of the aforementioned rail corridor infrastructure;
3. and that a task force of experienced individuals be convened to assist in reinvigorating the Island Corridor Foundation.

**IN CAMERA**

- 14-285 MOVED Director Holme, SECONDED Director Brennan, that pursuant to Section 90 (1)(e) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to land acquisition.

CARRIED

TIME: 8:44 PM

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Young, that this meeting terminate.

CARRIED

TIME: 8:59 PM

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CHAIRPERSON

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CORPORATE OFFICER

RDN CAO'S OFFICE			
CAO		GM R&P	
GMS&CD		GM T&SW	
GM R&CU		DF	
APR 10 2014			
DCS		BOARD	✓
CHAIR			

383 Crescent Rd. West  
Qualicum Beach B C  
2014/ 04/ 14 V9K 1J5

The Chairman and Board  
The Regional Board of Nanaimo

Dear Board,

I am writing to express my concern regarding the action of the Council of the Town of Qualicum Beach to align the Town boundaries with urban containment boundaries. The effect of this would be to allow Council to make decisions without reference to the R D N. I do not believe that there has been adequate nor proper consultation with voters. It would appear to be a move to allow benefits to certain developers. This would be the 5<sup>th</sup> Official Community Plan Review since this Council was elected. From my attendance at the hearings the Council has ignored all the concerns and objections raised by the public.

Yours Sincerely



Arthur N Skipsey

# BCOBTA

February 24, 2014

Dear Regional District Directors:

## **RE: Letter of support for BC Ocean Boating Tourism Association**

I am pleased to inform you that after three years of planning, the goal of creating a marine tourism marketing and product development organization for BC's spectacular coastal waters is in sight. The BC Ocean Boating Tourism Association (BCOBTA) is a new, non-profit Society with a Board of Directors representing Coastal regions and key stakeholders in marine tourism. We have embarked on fundraising. **We need letters of support from local governments to support our fundraising applications.** I would be very grateful if your community could provide a letter.

In order to assist you, I provide information that you may use in your letter of support.

### **History**

Formation of the BC Ocean Boating Tourism Association<sup>1</sup> is supported by the Ministry of Jobs, Tourism and Skills Training, under its Experiences BC tourism sector development program. A Steering Committee - composed of 20 key stakeholders in the marine tourism industry – was formed to create a marine tourism marketing and product development strategy.

In 2012, five sub-regional meetings were held to gather input from marine tourism industry members and community organizations. This input guided the vision and development of a *Sector Development Strategy* by the Steering Committee at a series of workshops in 2012 and 2013.

The *Sector Development Strategy*<sup>2</sup> has a three-year implementation schedule. The BC Ocean Boating Tourism Association (BCOBTA) will require funding, in decreasing amounts, for all three years of the plan.<sup>3</sup> Experiences BC will provide \$50,000 annually. In year four, the Association will be funded by Experiences BC, membership fees, advertising and sponsorships.

### **Goals**

The goals of the Ocean Boating Tourism initiative are to increase the number of domestic and international boaters in BC coastal waters, the length of their visits and the amount of money they spend while here. From every standpoint, coastal BC offers an internationally competitive boating experience. As the *Sector Development Strategy* documents, in order for BC to make the most of its advantages, it needs to establish a compelling brand in the international market place, actively market a BC marine experience and unite coastal harbours and marinas in the provision of an experience that is seamless and unforgettable.

### **Benefits**

There are approximately 200 marinas in BC coastal waters, including Small Craft Harbours. Marine tourists are potentially big contributors to a range of tourism, recreation and services sectors. BC

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<sup>1</sup> The initiative may be better known as the BC Marine Highway.

<sup>2</sup> The Executive Summary from the *Sector Development Strategy* accompanies this letter.

<sup>3</sup> Year one \$153,000; year two \$102,000; year three \$50,000

# BCOBTA

Coastal communities have invested many millions of dollars in marina expansion over the past five years. The BCOBTA initiative adds value to those investments by drawing users.

A top quality marketing effort will attract more boaters. A reservation process, sailing and on-shore itineraries, and elevated service standards will keep visitors here longer. A primary competitive goal is to provide services that make it easier and more enjoyable to explore BC's coastal waters than any other place in the world. Themed itineraries and seasonal highlights will encourage boaters to extend the sail and cruise season.

Our product development strategy is expressly aimed at increasing expenditures by marine tourists and widening the range of businesses that profit. Our website will enable marine tourists to plan activities during the length of their holiday. We will extend their experience to include on-shore activities. Once on-shore, revenues will flow to a many communities, regions and commercial sectors.

There are no provincial data on the value of the BC marine tourism industry. We know that the sector is important to many coastal communities. Communities invested in this economy have realized many benefits; we can definitely do much better working together as a Coastal Industry, sharing resources and efforts with a coordinated business plan supported at many levels. We predict that the BCOBTA initiative will increase the number of vessels in BC waters by 10% and the amount of revenue generated by 15% within ten years. This estimate is based on the experience of Sail Scotland, which created a similar initiative in 2006.

## Our Request

We respectfully request a letter of support be sent **via email** and addressed to:

David Mailloux  
Chair, BC Ocean Boating Tourism Association  
4836 Black Bear Ridge, Nanaimo, BC V9T 5E2  
dmailloux@npa.ca

Your letter will accompany applications for funding to Island Coastal Economic Trust, Coast Sustainability Trust and other funding organizations. In your letter please state that you support creation of a marketing and product development association because marine tourism is important to your community's economy. Identify recent or planned additions to marinas and harbours in your area.

Later in 2014, we will ask communities to provide information about events and activities for posting on the OBTA website. We anticipate making a small request to coastal communities for funds to build the Association's stakeholder base in year two (2015) of our implementation plan.

On behalf of the Directors of BCOBTA, I thank you for writing a letter of support for BC's coastal marine tourism initiative. We look forward to announcing completion of milestones in the implementation of our strategy and to an invigorated marine tourism industry.

Yours truly,



David Mailloux  
Chair, BCOBTA

phone: 250 753-4146 #251

email: dmailloux@npa.ca



TourismBC

**EXPERIENCES BC  
POWER AND SAIL  
CRUISE SECTOR  
SECTOR DEVELOPMENT  
STRATEGY**

**March 18, 2013**

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Ministry of Jobs, Tourism and Skills Training,  
Tourism BC Representative:  
Heather Boyd  
(604) 660-3564  
[Heather.Boyd@gov.bc.ca](mailto:Heather.Boyd@gov.bc.ca)

Tourism BC Facilitator:  
Jennifer Nichol  
Grant Thornton LLP  
(604) 443-2146  
[Jennifer.Nichol@ca.gt.com](mailto:Jennifer.Nichol@ca.gt.com)



## Executive Summary

This executive summary presents highlights from the Power and Sail Cruise Sector Tourism Development and Marketing Plan, which was developed through the Experiences BC program of Tourism British Columbia, as part of the Ministry of Jobs, Tourism and Skills Training. The Power and Sail Cruise Sector Tourism Development and Marketing Plan was created with input from a provincial sector Steering Committee, in addition to over 100 sector stakeholders along BC's coast.

### Background

The BC coast offers outstanding opportunities for power and sail cruising and currently attracts visitors from several key markets. However, in terms of formalized, collaborative tourism product development and marketing, the sector is not developed. There is strong interest by stakeholders associated with power and sail cruising in BC to formalize the sector and conduct coordinated, effective tourism product development and marketing to capitalize on the significant opportunities the coast presents. In response to this situation, key stakeholders formed a Provincial Steering Committee in March, 2012, to lead the development of this Sector Tourism Plan through the Experiences BC Program.

### Sector Definition

The BC power and sail cruise sector includes cruising by powerboat or sailboat anywhere along the BC coast. Other attributes that define the sector are as follows:

- Cruising or sailing is the main purpose of the activity (as distinct from fishing being the main purpose of the boating activity)<sup>1</sup>;
- The sector includes private recreational boaters (transient), bareboat charters and guided charters; and,
- The sector does not include pocket cruises, cruising on large cruise ships and companies that primarily offer fishing charters.

The typical experience involves visiting multiple marinas and/or harbours, usually over the course of one or more nights and often over several weeks.

### Key Learning and Findings from Situation Analysis

The Situation Analysis which was developed to support the planning process for the power and sail cruise sector offered the following insights.

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<sup>1</sup> This does not mean that visitors participating in power and sail cruising will not fish or participate in other activities while on their cruising vacation; rather, it means that the main reason for their trip is for the actual power/sail cruising experience, which may involve other activities as well.



**BC's coastline offers outstanding natural assets that support power and sail cruising,** including: exceptional scenery, 450 kilometers of protected water, 20,000 kilometers of coastline, intact wildlife populations and ecosystems, wildlife diversity, an abundance of islands, many marine parks/ protected areas, beaches and clean water. These natural assets are supported by cultural attractions, communities, boating infrastructure and services and a range of land-based tourism activities to complement boating. Future marketing efforts should focus on building awareness about and promoting these outstanding assets.

**Currently, stakeholders in the power and sail sector operate independently.** There is very little, if any, coordination with regard to **tourism**, including sharing information, setting sector standards, coordinating tourism marketing activities and addressing issues that are of collective concern to the sector.

**Future efforts to coordinate the tourism development and marketing of the power and sail cruise sector must recognize that the BC coast offers considerable diversity** with regard to:

- The coastal settings within which people participate in power and sail cruising;
- The scale of marinas, docks and other facilities and services available to visitors; and,
- The types of products and experiences available for visitors.

Tourism product development and marketing efforts must recognize this diversity and ensure that we are marketing the “right” product to the “right” markets at the “right” time. At the same time, while this diversity exists, there is a common interest to:

- Enhance awareness about the entire BC coast as an exceptional power and sail cruising destination: and,
- Collectively address issues that affect the sector as a whole.

**Given the outstanding assets and the current lack of coordination noted above, there is a significant opportunity to coordinate the sector and enhance the overall competitiveness of BC as a world-class power and sail cruise destination.** In turn, this presents opportunities to increasing power and sail visitation and spending in BC, particularly in areas where and seasons when excess capacity exists.

**Very few jurisdictions have sector organizations that coordinate product enhancement, communication and marketing for power and sail cruise.** The absence of many such organizations also suggests that BC could gain a competitive advantage over other coastal destinations by establishing an effective power and sail cruise tourism sector organization.

**Other tourism sectors in BC that have realized success through the Experiences BC program have several factors in common, from which the power and sail sector should observe and learn.** Common success factors include:

- A sector or tourism champion to serve as a catalyst for other stakeholders and the organization;



- A mix of both private and public sector stakeholders engaged in the organization;
- A governance and membership model that is tailored to the sector and its stakeholders;
- A clear vision, supported by marketing and development priorities that are based on sound research;
- The ability to raise funding; and,
- The identification of a few, key action items to be implemented in the first year, which, in turn, will motivate other stakeholders to support the organization (in other words, “quick wins” to gain momentum for the organization).

### **Creation of a Tourism Sector Organization**

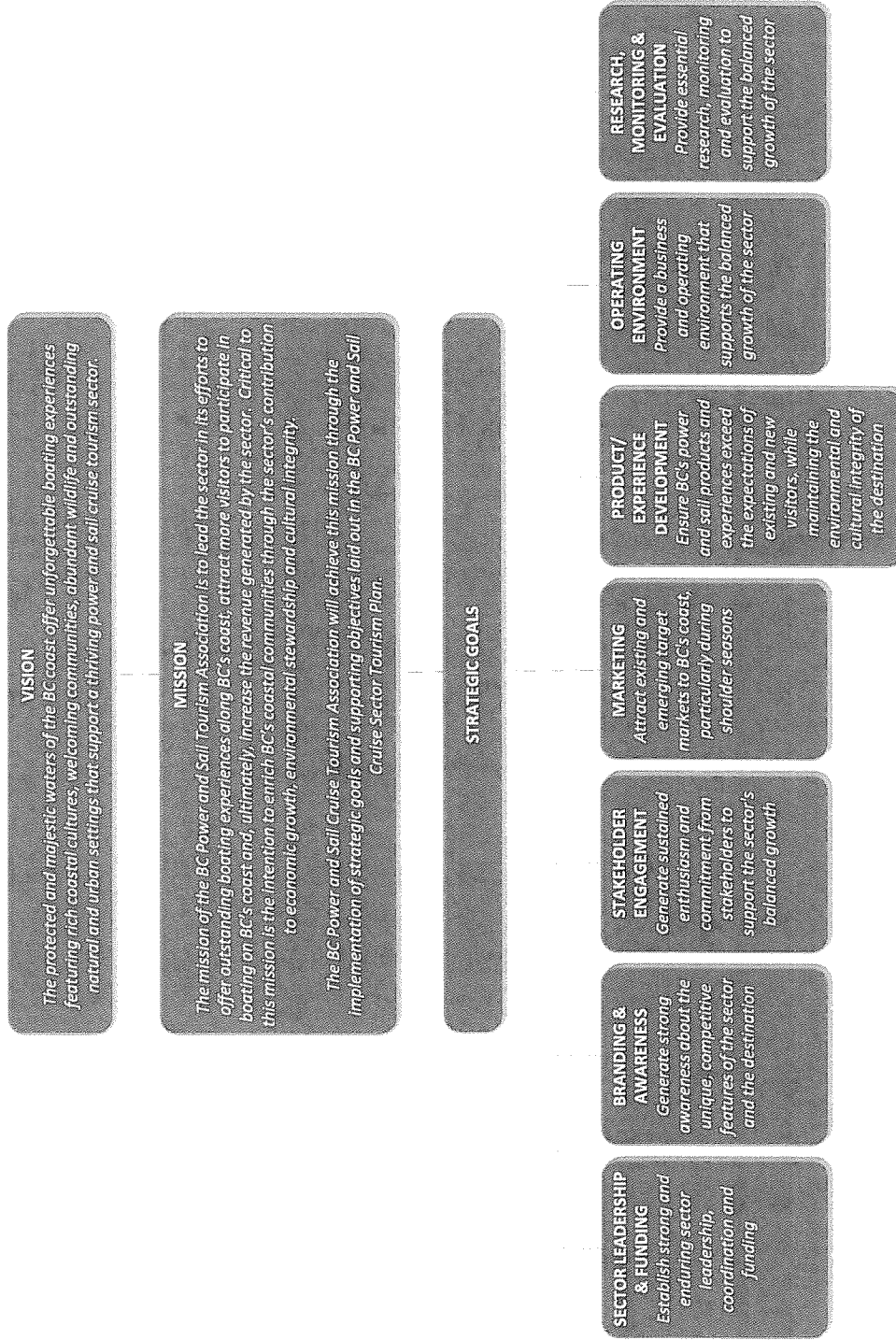
The Provincial Steering Committee has proposed the formation of a tourism sector organization – the BC Power and Sail Cruise Tourism Association – to address the above-noted opportunities and, ultimately, to lead the coordination, development and marketing of the sector in BC. The types of activities that the Provincial Steering Committee identified for the BC Power and Sail Cruise Tourism Association include:

- Marketing and branding to help increase the volume of visitors and increase the yield per visitor;
- Increasing awareness about the sector both internally (amongst stakeholders in BC) and externally (within key markets);
- Supporting and facilitating tourism product/experience development and enhancement;
- Supporting and facilitating the consistent adherence to high standards of service, operations and environmental and cultural stewardship;
- Supporting and facilitating coordination and communication amongst sector stakeholders;
- Encouraging profitability within the sector and with sector partners;
- Generating economic benefits for coastal communities;
- Conducting research to support the sector’s tourism activities; and,
- Collectively addressing critical issues and barriers for the sector.

### **Strategic Framework**

The following vision, mission and goals – developed with input from the Steering Committee – form the Strategic Framework for the Power and Sail Cruise Sector Tourism Plan.

## Strategic Framework for the Power and Sail Cruise Sector Tourism Plan





## Goals and Objectives

The goals and objectives were developed with input from the Steering Committee and are designed to help achieve the vision and fulfill the BC Power and Sail Cruise Tourism Association purpose and mission. They are also intended to capitalize on key opportunities and address priority concerns documented in the Situation Analysis.

While reviewing the goals and objectives, it is important to be cognizant of the following points.

- Given that the BC Power and Sail Cruise Tourism Association is in its early, formative stage, the implementation of the objectives and initiatives will need to be carefully staged, focusing first on the more “foundational” initiatives.
- The goals and objectives are inter-related. For example, clearly the goal related to *Sector Leadership, Coordination and Funding* is critical to the realization of all of the subsequent goals and objectives. Also, as an example, the goal and objectives related to *Branding and Awareness* support the *Stakeholder Engagement* and the *Marketing* goals.

A summary of the goals and objectives is provided below. A more detailed description of each goal, objective and supporting initiatives is presented in the full Sector Plan.

Goals	Objectives
A. Establish strong and enduring sector leadership, coordination and funding.	A-1 Establish the governance model and structure for the BC Power and Sail Cruise Tourism Association A-2 Establish the management structure for the Tourism Sector BC Power and Sail Cruise Tourism Association A-3 Establish a membership model for the BC Power and Sail Cruise Tourism Association A-4 Establish a three-year operating plan, budget and funding model for the BC Power and Sail Cruise Tourism Association
B. Generate strong awareness about the unique, competitive features of the sector and the destination.	B-1 Develop a corporate identity for the Power and Sail Cruise Tourism Sector Association B-2 Create a solid and compelling brand and message for BC's power and sail cruise destination and sector B-3 Develop and maintain a BC power and sail cruise website to support marketing initiatives and stakeholder engagement and communication initiatives B-4 Prepare collateral material to help build awareness about the sector, the destination's unique assets and the sector's products,



Goals	Objectives
	services and experiences
<p>C. Generate sustained enthusiasm and commitment from stakeholders to support the sector's balanced growth.</p>	<p>C-1 Generate awareness about and support for the sector and for the Power and Sail Cruise Sector Tourism Plan</p> <p>C-2 Encourage communication, coordination and collaboration within the sector</p>
<p>D. Attract existing and emerging target markets to BC's coast to participate in power and sail cruising, particularly during shoulder seasons.</p>	<p>D-1 Conduct the required research to support the development and evaluation of power and sail cruise sector tourism marketing initiatives</p> <p>D-2 Develop the capacity to conduct collaborative tourism marketing initiatives within the sector</p> <p>D-3 Establish strategic partnerships with key stakeholders and partners to pursue collaborative marketing initiatives</p> <p>D-4 Prepare a succinct three-year sector tourism marketing plan</p>
<p>E. Ensure BC's power and sail cruise products and experiences exceed the expectations of existing and new visitors, while maintaining the environmental and cultural integrity of the destination.</p>	<p>E-1 Conduct the required research to support tourism product and experience enhancement and development</p> <p>E-2 Encourage high standards of environmental and cultural stewardship within the sector</p> <p>E-3 Enhance the visitor experience by making visitors aware of the diversity of products and services available</p> <p>E-4 Encourage the sector to provide consistently high standards of service</p> <p>E-5 Develop themed routes and/or areas that appeal to existing and emerging markets</p>
<p>F. Provide a business and operating environment that supports the balanced growth of the sector.</p>	<p>F-1 Identify and monitor barriers to sector growth and, where resources permit, work to address priority barriers to help ensure that the sector can deliver outstanding and safe power and sail cruise experiences</p>
<p>G. Provide essential research, monitoring and evaluation to support the balanced growth of the sector.</p>	<p>G-1 Acquire, coordinate and/or conduct essential research to support the implementation, monitoring and evaluation of the Sector Tourism Plan</p> <p>G-2 Prepare and implement a monitoring and evaluation framework</p>



## Next Steps

A three-year implementation schedule is presented in the last section of the main body of the Power and Sail Cruise Tourism Sector Plan. The implementation steps for Year 1 are shown below. The next steps for Year 1 are critical to ensure the Power and Sail Cruise Tourism Association is established and the foundational work is completed to enable the sector to mature. These timelines were defined with input from the Steering Committee.

YEAR 1 - IMPLEMENTATION		WHO	WHEN
<b>A. SECTOR LEADERSHIP AND FUNDING</b>			
A-1	Establish the governance model and structure <ul style="list-style-type: none"> <li>Name search</li> <li>Constitution</li> <li>Inaugural board (draw from Steering Committee)</li> <li>Legal entity</li> </ul>	Governance Sub-Committee	By August 2013
A-2	Establish the management structure	Governance Sub-Committee	Fall 2013
A-3	Establish the membership model	Governance Sub-Committee	Fall 2013
A-4	Establish 3-Year Operating Plan and budget	Governance Sub-Committee	By December 2013
<b>B. BRANDING AND AWAREESS</b>			
B-1	Develop corporate identity	Governance Sub-Committee	By August 2013
B-3	Develop website (start)	Selected members of Steering Committee	Start in September 2013 Complete in 2014
<b>C. STAKEHOLDER ENGAGEMENT</b>			
C-1	Generate awareness and support		
	<b>Regular Communication with Steering Committee</b> <ul style="list-style-type: none"> <li>Communicate regularly with the Steering Committee regarding progress and milestones and to seek assistance with implementation of the Sector Plan</li> </ul>	Governance Sub-Committee	Monthly Steering Committee teleconference during 2013
	<b>Post-planning Communication with Stakeholders</b> <ul style="list-style-type: none"> <li>Obtain list of stakeholders involved in process to date</li> <li>Prepare announcement about the formation of the Power and Sail Cruise Tourism Association</li> <li>Include highlights from the Power and Sail Cruise Tourism Sector Plan and indicate how the full document</li> </ul>	Governance Sub-Committee to lead this Steering Committee members to support this	By June 2013



YEAR 1 - IMPLEMENTATION		WHO	WHEN
	<p>can be obtained</p> <ul style="list-style-type: none"> <li>Distribute this to all stakeholders who have been involved in the process to date, in addition to other key stakeholders</li> <li>Have Steering Committee members distribute this communication to their respective networks of stakeholders</li> </ul>		
	<p><b>Ongoing Regular Communication with Stakeholders</b></p> <ul style="list-style-type: none"> <li>Develop a communication plan and schedule: <ul style="list-style-type: none"> <li>Use a simple template for periodic one-page updates</li> <li>Primarily use email distribution</li> <li>Decide upon frequency (possibly quarterly)</li> </ul> </li> </ul>	<p>Governance Sub-Committee</p> <p>Selected members of Steering Committee</p>	<p>After the June 2013 communication noted above, issue communication quarterly</p>
C-2	<p>Encourage communication, coordination and collaboration amongst stakeholders</p>	<p>Governance Sub-Committee</p> <p>Selected members of Steering Committee</p>	<p>Start in September 2013</p>
	<p><b>Fall Steering Committee Meeting</b></p> <ul style="list-style-type: none"> <li>Work with Tourism BC to host a Steering Committee meeting to report on progress to date, establishment of the Association and confirmation of the Board</li> </ul>	<p>Governance Sub-Committee</p> <p>Selected members of Steering Committee</p> <p>Tourism BC</p>	<p>Host in fall 2013</p>
	<p><b>Broader Stakeholder Meeting (Following Steering Committee Meeting)</b></p> <ul style="list-style-type: none"> <li>Consider working with Tourism BC to host a broader stakeholder session following the fall Steering Committee meeting to update existing stakeholders and engage new stakeholders</li> </ul>	<p>Governance Sub-Committee</p> <p>Selected members of Steering Committee</p> <p>Tourism BC</p>	<p>Host in fall 2013</p>
<b>D. MARKETING</b>			
D-1	<p>Conduct the required research to support the development of marketing initiatives</p> <ul style="list-style-type: none"> <li>Start assembling existing research and identifying gaps and research priorities (refer to Situation Analysis)</li> <li>Do this in conjunction with Tourism BC's Research, Planning and Evaluation Branch</li> <li>Coordinate this with E-1 and G-1</li> </ul>	<p>Selected members of Steering Committee</p>	<p>Start in fall 2013 and continue to build in subsequent years</p>





<b>E. PRODUCT/EXPERIENCE DEVELOPMENT</b>			
E-1	Conduct the required research to support product development <ul style="list-style-type: none"> <li>• Start assembling existing research and identifying gaps and research priorities (refer to Situation Analysis)</li> <li>• Do this in conjunction with Tourism BC's Research , Planning and Evaluation Branch</li> <li>• Coordinate this with D-1 and G-1</li> </ul>	Selected members of Steering Committee	Start in fall 2013 and continue to build in subsequent years
<b>F. OPERATING ENVIRONMENT</b>			
F-1	Identify/monitor barriers and, where resources permit, address priority issues <ul style="list-style-type: none"> <li>• Develop the process for identifying and monitoring barriers</li> <li>• Include this in the Three-Year Operating Plan developed under A. Sector Leadership and Funding</li> </ul>	Governance Sub-Committee	By December 2013
<b>G. RESEARCH, MONITORING AND EVALUATION</b>			
G-1	<ul style="list-style-type: none"> <li>• Acquire, coordinate and/or conduct essential research to support the sector</li> <li>• Develop a three-year research plan and budget</li> <li>• Coordinate this with D-1 and E-1</li> </ul>	Selected members of Steering Committee	Start in fall 2013 and continue to build in subsequent years
G-2	Prepare and implement a monitoring and evaluation framework for the Power and Sail Tourism Sector Plan and for sector performance more broadly	Selected members of Steering Committee	Complete framework in 2013

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY APRIL 8, 2014 AT 7:00 PM IN THE  
RDN BOARD CHAMBERS

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director J. de Jong	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
R. Alexander	Gen. Mgr. Regional & Community Utilities
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
D. Pearce	A/Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

## **CALL TO ORDER**

The Chairperson called the meeting to order.

## **DELEGATIONS**

### **Brenda Fowler, Executive Director, People for a Healthy Community, re Funding Request.**

Brenda Fowler shared a brief account of the programs offered to the Gabriola community by People for a Healthy Community, and asked the Board for \$18,000 to help fund the Gabriola Guardian Program.

### **Terry Moore, re Proposals Regarding Island Corridor Foundation.**

Terry Moore shared his concerns regarding the Island Corridor Foundation and where the funding will come from to restore the railway to a minimum grade.

## **LATE DELEGATIONS**

MOVED Director Holme, SECONDED Director Fell, that late delegations be permitted to address the Committee.

CARRIED

### **Dennis Dalla-Vicenza, re Support of the Island Corridor Foundation Railroad and Support for a Non-Confidence Motion.**

Dennis Dalla-Vicenza spoke in support of the Island railway and expressed his concerns about the administration of the railway by the Island Corridor Foundation.

### **Jack Peake, re E&N Railway Corridor, and Island Corridor Foundation.**

Jack Peake voiced his concerns regarding the future of the railway.

### **Michael Addiscott and Megan Olsen, re Support for the Island Corridor Foundation Creating a Trail Corridor on the Current Rail Link.**

Michael Addiscott shared his vision of a trail and transportation corridor between Victoria and Courtenay and highlighted the benefits it would bring to Island tourism and the local economy.

## **COMMITTEE OF THE WHOLE MINUTES**

### **Minutes of the Regular Committee of the Whole meeting held March 11, 2014.**

MOVED Director Holme, SECONDED Director Anderson, that the minutes of the regular Committee of the Whole meeting held March 11, 2014, be adopted.

CARRIED

## **COMMUNICATION/CORRESPONDENCE**

### **Graham Bruce, Island Corridor Foundation, re Official Notice of Island Corridor Foundation AGM.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Graham Bruce, Island Corridor Foundation, regarding the official notice of the Island Corridor Foundation Annual General Meeting, be received.

CARRIED

**Tom Good, re Island Corridor Foundation.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Tom Good regarding the Island Corridor Foundation, be received.

CARRIED

**Eoin Finn, re Resolution to Ban Liquid Natural Gas Tanker Traffic.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Eoin Finn regarding a resolution to ban liquid natural gas tanker traffic, be received.

CARRIED

**Lisa Storoshenko, Municipal Insurance Association of BC, re MIABC 2013 Annual Report.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Lisa Storoshenko, Municipal Insurance Association of BC, regarding the Municipal Insurance Association of BC 2013 Annual Report, be received.

CARRIED

**Allen Langdon, Managing Director, Multi-Material British Columbia, re Collection of Newsprint under MMBC Program.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Allen Langdon, Managing Director, Multi-Material British Columbia, regarding the collection of newsprint under the Multi-Material British Columbia program, be received.

CARRIED

**Graham Bruce, Island Corridor Foundation, re ICF-RDN Meeting.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Graham Bruce, Island Corridor Foundation, regarding the Island Corridor Foundation and Regional District of Nanaimo meeting, be received.

CARRIED

**BC Chamber of Commerce, re MMBC: Update to Chamber Members.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from the BC Chamber of Commerce, regarding Multi-Material British Columbia update to chamber members, be received.

CARRIED

**Peter McCully, The Parksville-Qualicum Beach News, re MMBC.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Peter McCully, The Parksville-Qualicum Beach News, regarding Multi-Material British Columbia, be received.

CARRIED

**Christine Wilhelmson, Georgia Straight Alliance, re Opposition to Waste-to-Energy Incinerator in the Nanaimo region.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from Christine Wilhelmson, Georgia Straight Alliance, regarding opposition to the Waste-to-Energy Incinerator in the Nanaimo region, be received.

CARRIED

**Correspondence, March - April 2014, re Waste-to-Energy Incinerator in the Nanaimo region.**

MOVED Director Johnstone, SECONDED Director Brennan, that the correspondence from March - April 2014 regarding the Waste-to-Energy Incinerator in the Nanaimo region, be received.

CARRIED

**CORPORATE SERVICES**

**ADMINISTRATIVE SERVICES**

**Bylaw No. 1695 – Proposed New Freedom of Information and Protection of Privacy Bylaw.**

MOVED Director Brennan, SECONDED Director Lefebvre, that "Regional District of Nanaimo Freedom of Information Bylaw No. 949, 1994", be repealed.

CARRIED

MOVED Director Brennan, SECONDED Director Lefebvre, that "Regional District of Nanaimo Freedom of Information and Protection of Privacy Bylaw No. 1695, 2014", be introduced and read three times.

CARRIED

MOVED Director Brennan, SECONDED Director Lefebvre, that "Regional District of Nanaimo Freedom of Information and Protection of Privacy Bylaw No. 1695, 2014", be adopted.

CARRIED

**STRATEGIC & COMMUNITY DEVELOPMENT**

**LONG RANGE PLANNING**

**Capacity Building to End Homelessness Reserve Fund Funding Request – People for a Healthy Community, Gabriola Guardian Program.**

MOVED Director Houle, SECONDED Director Veenhof, that the Regional District of Nanaimo Board allocate \$18,000 from the reserve fund to the People for a Healthy Community to continue the Gabriola Guardian Program that directly supports those at risk of or experiencing homelessness on Gabriola Island.

CARRIED

**BUILDING, BYLAW & EMERGENCY PLANNING SERVICES**

**1583 Juan de Fuca Boulevard, Electoral Area 'G' – Building Bylaw Contraventions.**

MOVED Director Holme, SECONDED Director Johnstone, that staff be directed to register a Notice of Bylaw Contravention on the title of the subject property legally described as Lot 47, District Lot 28, Plan 22290, Nanoose District (1583 Juan de Fuca Boulevard), pursuant to Section 57 of the *Community Charter*.

CARRIED

**1541 Winchester Road, Electoral Area 'F' – Building Bylaw Contraventions.**

MOVED Director Ruttan, SECONDED Director McPherson, that staff be directed to register a Notice of Bylaw Contravention on the title of the North ½ of Lot 84, District Lot 8, Plan 1981, Cameron District (1541 Winchester Road) pursuant to Section 57 of the *Community Charter* and take further enforcement action as may be necessary to ensure the property is in compliance with Regional District of Nanaimo regulations.

CARRIED

**6694 Island Highway West – Electoral Area "H" – Unsightly Premises.**

This item was withdrawn.

**TRANSPORTATION AND SOLID WASTE**

**SOLID WASTE**

**Landfill Engineering Services Contract Award.**

MOVED Director Brennan, SECONDED Director Lefebvre, that the Board extend the comprehensive engineering services contract with XCG Consultants Ltd. for the Regional Landfill for a two (2) year term expiring May 2016.

CARRIED

**TRANSIT**

**CNG Fueling Station Regionally Significant Gas Tax.**

MOVED Director Brennan, SECONDED Director Johnstone, that the Board authorize staff to advise the Union of British Columbia Municipalities that \$750,000 of the approved Regionally Significant Program funding under the Gas Tax Agreement be provided directly to BC Transit for the compressed natural gas fueling station towards the Regional District of Nanaimo's cost share of the project.

CARRIED

**REGIONAL AND COMMUNITY UTILITIES**

**WASTEWATER**

**Greater Nanaimo Pollution Control Centre – Marine Outfall (Land Section) and Primary Effluent Line Replacement Project Construction Award.**

MOVED Director Brennan, SECONDED Director Bestwick, that the Board award the construction contract for the Greater Nanaimo Pollution Control Center Marine Outfall (Land Section) and Primary Effluent Line Replacement Project to Knappett Industries for a value of \$2,129,099.

CARRIED

MOVED Director Brennan, SECONDED Director Bestwick, that the Board award the engineering services contract for the Greater Nanaimo Pollution Control Center Marine Outfall (Land Section) and Primary Effluent Line Replacement Projects to AECOM for \$240,000.

CARRIED

MOVED Director Brennan, SECONDED Director Bestwick, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1699, 2014", be introduced and read three times.

CARRIED

MOVED Director Brennan, SECONDED Director Bestwick, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1699, 2014", be adopted.

CARRIED

#### **STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION MINUTES & RECOMMENDATIONS**

##### **Electoral Area 'B' Parks and Open Space Advisory Committee.**

##### **Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 4, 2014.**

MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 4, 2014, be received for information.

CARRIED

##### **Electoral Area 'G' Parks and Open Space Advisory Committee.**

##### **Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 10, 2014.**

MOVED Director Holme, SECONDED Director Brennan, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 10, 2014, be received for information.

CARRIED

##### **Dashwood Hall Upgrades Update.**

MOVED Director Holme, SECONDED Director Ruttan, that staff be directed to look at financing alternatives and project scheduling, including the possibility of financing the entire Dashwood Hall project at once.

CARRIED

#### **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

##### **Peter McCully, The Parksville-Qualicum Beach News, regarding MMBC.**

MOVED Director Veenhof, SECONDED Director Young, that Regional District of Nanaimo staff be directed to write a letter for signature by the Chair that asks the Premier to have the Minister of Environment delay the implementation of Multi-Material BC and bring together business, municipal, and environmental leaders to develop a plan that works both economically and environmentally for British Columbia.

CARRIED

#### **NEW BUSINESS**

Director Greves left the meeting at 8:15 pm citing a possible conflict of interest with the next agenda item.

**Island Corridor Foundation.**

Whereas, due to the serious, ongoing deterioration of the rail line, lack of realistic capital funding dollars, the inability to negotiate an agreement with VIA Rail, and lack of information on how current taxpayers' dollars and Island Corridor Foundation revenues are being spent on necessary repairs to the rail infrastructure, the Regional District of Nanaimo Board has lost confidence in the existing administrative function of the Island Corridor Foundation (ICF);

Therefore be it resolved:

MOVED Director Lefebvre, SECONDED Director Willie, that in order to resolve this situation, the Regional District of Nanaimo proposes a meeting of all First Nations and Regional Districts be convened to discuss the future of the Island Corridor Foundation.

MOVED Director Ruttan, SECONDED Director Brennan, that this motion be referred to the May 27, 2014 regular meeting of the Board for consideration at that time.

DEFEATED

The vote was taken on the main motion.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that such meeting should coincide with the 2014 Association of Vancouver Island and Coastal Communities Conference, if possible, to seek input and advice as to how to proceed towards a successful rehabilitation of the aforementioned rail corridor infrastructure.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Regional District of Nanaimo affirm its support of a task force of experienced individuals to be convened, subsequent to the discussions with the First Nations and Regional Districts, to assist in reinvigorating the Island Corridor Foundation.

MOVED Director Brennan, SECONDED Director Ruttan, that this motion be tabled until after the meeting with the First Nations and the Regional Districts.

DEFEATED

The vote was taken on the main motion.

CARRIED

**Appointments to Nanoose Bay Parks and Open Space Advisory Committee.**

MOVED Director Holme, SECONDED Director Young, that the Regional District of Nanaimo receive the resignation of George Jarvis from the Nanoose Bay Parks and Open Space Advisory Committee and appoint Frank Van Eynde to serve on the Committee for the remainder of the term expiring on December 31, 2014.

CARRIED

MOVED Director Holme, SECONDED Director Young, that pursuant to Section 90 (1)(i) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to solicitor-client privilege.

CARRIED



TIME: 9:07 PM

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Bestwick, that this meeting terminate.

CARRIED

TIME: 9:16 PM

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CHAIRPERSON

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CORPORATE OFFICER

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1695**

**A BYLAW FOR THE ADMINISTRATION OF THE  
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

WHEREAS, the *Freedom of Information and Protection of Privacy Act* requires a Regional District to designate the Head and set any fees for services;

NOW, THEREFORE, the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

**Citation**

1. This Bylaw may be cited as “Regional District of Nanaimo Freedom of Information and Protection of Privacy Bylaw No. 1695, 2014”.

**Definitions and Interpretation**

2. (1) The definitions contained in Part I of the *Act* shall apply to this Bylaw.

(2) In this Bylaw:

“*Act*” means the *Freedom of Information and Protection of Privacy Act*.

“Coordinator” means the person designated in section 3(2) of this Bylaw as the Information and Privacy Coordinator;

“Head” means the person designated under section 3(1) of this Bylaw as the Head;

“Regional District” means the Regional District of Nanaimo; and

“Request” means a request under section 5 of the *Act*.

**Administration**

3. (1) The Corporate Officer, appointed pursuant to the *Local Government Act*, is designated as the Head for the purposes of the *Act*;
- (2) The Deputy Corporate Officer is designated as the Information and Privacy Coordinator for the purposes of the *Act*.

**Powers of the Coordinator**

4. The Head may delegate any of the Head’s duties and functions under the *Act* to the Coordinator.

**Fees**

5. The Schedule of Maximum Fees as established by British Columbia Regulation 155/2012, as amended from time to time, shall be the maximum fees charged by the Regional District as permitted under the Act.

**Repeal**

"Regional District of Nanaimo Freedom of Information Bylaw No. 949, 1994" is hereby repealed.

Introduced and read three times this \_\_ day of April, 2014.

Adopted this \_\_ day of April, 2014.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
CORPORATE OFFICER

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1699**

**A BYLAW TO AUTHORIZE AN EXPENDITURE FROM THE  
SOUTHERN COMMUNITY SEWER SERVICE AREA  
DEVELOPMENT COST CHARGE RESERVE FUND**

WHEREAS the Southern Community Sewer Service Area Development Cost Charge Reserve Fund was established under Bylaw No. 1547, 2005;

AND WHEREAS in accordance with Section 935(5) of the Local Government Act, the use of development cost charge funds must be authorized by bylaw;

AND WHEREAS the Board has approved the use of development cost charge funds for the purpose of the Construction Contract and Project Management services for the replacement of the land section of the Greater Nanaimo Pollution Control Centre Marine Outfall and Primary Effluent Line Replacement, and the project is an eligible development cost charge project;

AND WHEREAS the estimated amount to be expended is \$500,000;

NOW THEREFORE the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. The sum of Five Hundred Thousand Dollars (\$500,000) is hereby appropriated for the purpose of construction and project management services for the Greater Nanaimo Pollution Control Centre Marine Outfall (Land Section) and Primary Effluent Line Replacement Project at the Greater Nanaimo Pollution Control Centre.
2. Should any of the above amount remain unexpended, such unexpended balance shall be returned to the credit of the Reserve Fund.
3. This bylaw may be cited as the "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1699, 2014".

Introduced and read three times this \_\_\_ day of April, 2014.

Adopted this \_\_\_ day of April, 2014.

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CHAIRPERSON

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CORPORATE OFFICER

**REGIONAL DISTRICT OF NANAIMO**  
**MINUTES OF THE AGRICULTURAL ADVISORY COMMITTEE**  
**MEETING HELD ON FRIDAY, MARCH 28, 2014 AT 2:00 PM**  
**IN THE RDN BOARD CHAMBERS**

**Present:**

Director D. Johnstone	Chairperson
Director J. Fell	Electoral Area F
K. Wilson	Representative (South)
M. Ryn	Representative (South)
C. Watson	Representative (North)
R. Thompson	Representative (North)
C. Springford	Regional Agricultural Organization
J. McLeod	Regional Agricultural Organization
K. Reid	Regional Aquaculture Organization

**Also in Attendance:**

P. Thompson	A/ Gen. Manager of Strategic and Community Development
J. Holm	Manager of Current Planning
L. Rowett	Senior Planner
G. Keller	Senior Planner
N. Hewitt	Recording Secretary

**Regrets:**

Director H. Houle	Electoral Area B
W. Haddow	Regional Agrologist, Ministry of Agriculture

**CALL TO ORDER**

Chairperson Johnstone called the meeting to order at 2:00 p.m.

**MINUTES**

MOVED Director Fell, SECONDED K. Reid, that the minutes of the regular Agricultural Advisory Committee meeting held January 24, 2014 be adopted.

CARRIED

## DELEGATION

**Laurie Gourlay, Vancouver Island & Coast Conservation Society, re 'Buy Island' Campaign and Other Initiatives to Promote Local Agriculture.**

Mr. Gourlay provided a verbal overview of the Buy Island campaign in order to promote local agriculture.

## ALC APPLICATIONS

### **AAC & Area Director Comments on ALR Applications.**

Jeremy Holm provided a verbal overview of the amended Board Policy (B1.8) for providing Area Director and AAC comments to in addition to the Board standing resolutions for ALR applications (exclusion, subdivision, non-farm use) to the Agricultural Land Commission.

Colin Springford entered the meeting at 2:32 p.m.

Mayta Ryn left the meeting citing a conflict of interest with the following item at 2:35pm.

**ALR Application No. PL2014-010 – Carifelle – 2455 Holden Corso Road & 1617 Rugg Road, Electoral Area 'A'.**

The applicant, Ken Carifelle, spoke in favor of the application.

MOVED J. Fell, SECONDED K. Reid, that Application No. PL2014-010 for subdivision in the ALR be forwarded to the Agricultural Land Commission with a recommendation to approve the application.

CARRIED

Mayta Ryn returned to the meeting at 2:40 p.m.

**ALR Application No. PL2014-013 – Paravicini – 531, 533, and 539 Parker Road West, Electoral Area 'G'.**

MOVED J. McLeod, SECONDED C. Springford, that Application No. PL2014-013 for exclusion from the ALR be forwarded to the Agricultural Land Commission with a recommendation to deny the application.

CARRIED

## BUSINESS ARISING FROM THE MINUTES

**Agricultural Fair (February 7<sup>th</sup> & 8<sup>th</sup>) - J. McLeod.**

Joanne McLeod provided a verbal overview of the Agricultural Fair she attended in Duncan.

**Delegation Agreement for Oil and Gas Uses in the Agricultural Land Reserve Peace River Regional District and Northern Rockies Regional Municipality (June 2013).**

Paul Thompson advised that this Agreement does not apply to the Regional District of Nanaimo.

**Farm Classification Letter to BCAA.**

Paul Thompson provided a brief update on the Farm Classification Letter to the British Columbia Assessment Authority. Staff require more direction from the Committee on the content of the letter.

MOVED J. Fell, SECONDED M. Ryn, that the Committee requests that staff draft a letter to the British Columbia Assessment Authority supporting the expansion of the list of considerations for value-added and agri-tourism criteria for farm classification.

CARRIED

**Dogs Harassing Livestock Update.**

Jeremy Holm provided an update on the Board's three motions:

*That the Bylaw and Policy Review project in the 2014-2016 Agricultural Area Plan (AAP) Implementation Action Plan include consideration of options to minimize the impact of trespass by at-large dogs on farms with livestock.*

*That staff be directed to investigate and bring back a report on amending Regional District of Nanaimo animal control bylaws to include provisions for classifying and regulating nuisance to livestock dogs and the compensation to parties as result of the actions of dangerous or nuisance dogs.*

*That the Board of Directors of the Regional District of Nanaimo send a letter to the Minister of Agriculture asking that the Livestock Act be amended so as to better protect livestock from nuisance dogs.*

The motions were received by the Board on February 25, 2014. Staff will draft a letter to the Ministry of Agriculture. Bylaw Services will provide an update on possible amendments to Regional District of Nanaimo Animal Control Bylaws at the next Agricultural Advisory Committee meeting.

**Agricultural Land Use Inventory / Agricultural Water Demand Model Project Update.**

Lainya Rowett provided a verbal update of the data from the land use inventory and water demand model. Staff has asked that the Ministry of Agriculture provide a final report on the land use inventory.

**CORRESPONDENCE**

**BC Food Systems Network, Kathleen Gibson, re Potential Concerns Regarding Changes to ALR.**

MOVED J. Fell, SECONDED K. Reid, that the correspondence be received from BC Food Systems Network relating to the potential concerns regarding changes to the ALR.

CARRIED

**March 2014 Update from ALC.**

MOVED J. Fell, SECONDED K. Reid, that the correspondence be received from the ALC.

CARRIED

## REPORTS

### Agricultural Area Plan Implementation Projects Update:

Greg Keller provided a verbal overview of the Bylaw and Policy Review Project.

Lainya Rowett provided a verbal overview of the Agricultural Promotion and Economic Development Project.

## NEW BUSINESS

### Ocean Acidification.

Keith Reid provided a brief update on the rising acidity in the Georgia Strait and how the changing PH levels are affecting shellfish.

### Next AAC Meeting.

Staff will coordinate scheduling of the next meeting to be held on either Friday May 2, 9 or 23, 2014.

## ADJOURNMENT

MOVED K. Reid, SECONDED J.Fell, that this meeting be adjourned.

CARRIED

Time: 3:46 pm

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CHAIRPERSON



REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE NORTHERN COMMUNITY ECONOMIC DEVELOPMENT SELECT COMMITTEE  
MEETING HELD ON WEDNESDAY, APRIL 9, 2014 AT 2:00 PM  
IN THE COMMITTEE ROOM

**Present:**

Director J. Stanhope	Chairperson
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director D. Willie	Town of Qualicum Beach

**Also in Attendance:**

Paul Thorkelsson	Chief Administrative Officer
Geoff Garbutt	General Manager, Strategic & Community Development
Chris Midgley	Manager, Energy & Sustainability
Nicole Hewitt	Recording Secretary

**Regrets:**

Director M. Lefebvre	City of Parksville
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**CALL TO ORDER**

The meeting was called to order at 2:00 p.m.

**DELEGATIONS**

**Paris Gaudet, Innovation Island Technology Association, re: Digital Qualicum.**

Ms. Gaudet from Innovation Island Technology Association reported back to the Committee on the success of the one day event called Digital Qualicum held on Sunday April 28, 2013.

**MINUTES**

MOVED Director Willie, SECONDED Director Veenhof, that the minutes of the Northern Community Economic Development Select Committee meeting held on October 8, 2013 be received.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Lighthouse Country Business Association, Progress to Date: Lighthouse Country Village Signs.**

MOVED Director Veenhof, SECONDED Director Holme, that the correspondence from Lighthouse Country Business Association be received.

CARRIED

**Innovation Island Technology Association, Summary Report: Digital Qualicum.**

MOVED Director Veenhof, SECONDED Director Holme, that the correspondence from Innovation Island Technology Association be received.

CARRIED

**Oceanside Community Arts Council, Summary Report: MacMillan Arts Centre Centennial Project.**

MOVED Director Veenhof, SECONDED Director Holme, that the correspondence from Oceanside Community Arts Council be received.

CARRIED

**Arrowsmith Agricultural Association, Summary Report: Coombs Fair Centennial Celebration.**

MOVED Director Veenhof, SECONDED Director Holme, that the correspondence from Arrowsmith Agricultural Association be received.

CARRIED

**REPORTS**

**Northern Community Economic Development Program – Spring 2014 Proposals.**

**Youth Music Drop-In Program and Business of Music – Oceanside Community Arts Council.**

MOVED Director Veenhof, SECONDED Director Willie, that the proposal be denied.

CARRIED

**Building Capacity to Attract the Film and Media Industry – Vancouver Island North Film Commission.**

MOVED Director Fell, SECONDED Director Willie, that the Building Capacity to Attract the Film and Media Industry proposal from the Vancouver Island North Film Commission be awarded funding in the amount of \$10,000.

CARRIED

**The Lavender Cottage – For the Love of Parrots Refuge Society.**

MOVED Director Holme, SECONDED Director Willie, that the proposal be denied.

CARRIED

**Roof Repair of Curling Rink – Parksville Curling Club.**

MOVED Director Veenhof, SECONDED Director Willie, that the proposal be denied.

CARRIED

**Start-up 101 – Training Seminar – Innovation Island Technology Association.**

MOVED Director Veenhof, SECONDED Director Fell, that the Training Seminar proposal from Innovation Island Technology Association be awarded funding in the amount of \$5,000.

CARRIED

**Arrowsmith Recreation Hall: Septic System – Arrowsmith Agricultural Association.**

MOVED Director Fell, SECONDED Director Veenhof, that the proposal be pulled, and staff investigate the use of Community Works Funds to contribute to the construction of an in-ground septic system for the Arrowsmith Recreation Hall.

CARRIED

**Regional Mobile Driving/ Cycling/ Walking Historical Trail and Tour – Parksville Qualicum Beach Tourism Association.**

MOVED Director Veenhof, SECONDED Director Willie, that the Regional Mobile Trail and Tour proposal from the Parksville Qualicum Beach Tourism Association be awarded funding in the amount of \$10,000 subject to partnership funding.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Willie, that this meeting be adjourned.

CARRIED

Time: 2:55 pm

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CHAIRPERSON



RDN REPORT		
CAO APPROVAL		
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## MEMORANDUM

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**TO:** Paul Thorkelsson  
Chief Administrative Officer

**DATE:** April 10, 2014

**FROM:** Wendy Idema, Director of Finance  
Randy Alexander, General Manager, Regional & Community Utilities

**FILE:**

**SUBJECT:** Building Canada Program

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### PURPOSE:

To provide information regarding the recently announced Federal Building Canada funding program and to provide a preliminary list of projects that could be submitted for funding under this program.

### BACKGROUND:

The "New Building Canada Plan" was announced by the Federal Government on March 27, 2014. The Plan is comprised of the following funds:

- A. The "New Building Canada Fund"
  - B. The "Federal Gas Tax Fund"
  - C. The "P3 Canada Fund"
- A. The "New Building Canada Fund" is comprised of two components: the "National Infrastructure Component – NIC", and the "Provincial-Territorial Infrastructure Component – PTIC".
- The National Infrastructure Component (NIC) (\$4 billion Canada wide over 10 years), is intended to be for projects of "national significance" and will be administered by Infrastructure Canada. There will be a "soft" threshold for a minimum project size of \$100 million in total eligible costs. However, projects with costs below this threshold that can demonstrate national significance could be considered. Projects over \$100 million will require a federal P3 screening. Eligible projects will be limited to those that provide the greatest economic impact under the following seven categories:
    - Highways and major roads
    - Public transit
    - Rail infrastructure
    - Local and regional airports
    - Port infrastructure
    - Intelligent transportation systems (ITS)
    - Disaster mitigation infrastructure

- The Provincial-Territorial Infrastructure Component (PTIC) (\$10 billion Canada wide over 10 years), which will support national, regional and local projects. The PTIC is divided into two components:
    - \$9 billion allocated to “National and Regional Projects – PTIC-NRP”;
    - \$1 billion allocated to “Small Communities Fund – PTIC-SCF” for projects in communities with fewer than 100,000 residents. Staff are following up with both Infrastructure Canada and the Province to confirm the definition of communities with fewer than 100,000 residents and which areas that will apply to.
  - It is anticipated that the Province will announce how the program and application process will be administered over the next few months. Under provincial policy, projects over \$50 million require a P3 screening through Partnerships BC.
  - Eligible projects will be for the construction, renewal, rehabilitation or material enhancement of infrastructure for public use or benefit and must fall under one of the following categories:
 

<ul style="list-style-type: none"> <li>▪ Highways and major roads</li> <li>▪ Public transit</li> <li>▪ Connectivity and broadband</li> <li>▪ Drinking water</li> <li>▪ Wastewater</li> <li>▪ Solid waste management</li> <li>▪ Green energy</li> </ul>	<ul style="list-style-type: none"> <li>▪ Innovation</li> <li>▪ Brownfield redevelopment</li> <li>▪ Disaster mitigation infrastructure</li> <li>▪ Local and regional airports</li> <li>▪ Short-line rail</li> <li>▪ Short-sea shipping</li> </ul>
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  - The PTIC allocation for BC over 10 years is \$1,089,897,436 with 10% allocated to the “Small Communities Fund”.
- B. The **Federal Gas Tax Fund (GTF)** (\$2 billion per year Canada wide) will provide funding to municipalities for community infrastructure. The allocation to BC over the next 5 years (2014 to 2019) is \$1,317,040,000. At this time, details of how the funding will be allocated to local governments are not known, e.g., how much will be allocated to competitive grant funds vs: direct allocation to local governments based on population. UBCM and the Federal Government are still completing discussions and an agreement which will in turn set standards for the agreements between UBCM and local governments.

As of April 2014, communities will be able to use the renewed GTF towards a broader range of projects under the following categories:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>▪ Public transit</li> <li>▪ Wastewater infrastructure</li> <li>▪ Drinking water</li> <li>▪ Solid waste management</li> <li>▪ Community energy systems</li> <li>▪ Local roads and bridges</li> <li>▪ Highways</li> <li>▪ Local and regional airports</li> <li>▪ Short line rail</li> </ul> | <ul style="list-style-type: none"> <li>▪ Short sea shipping</li> <li>▪ Disaster mitigation</li> <li>▪ Broadband connectivity</li> <li>▪ Brownfield development</li> <li>▪ Culture</li> <li>▪ Tourism</li> <li>▪ Sport</li> <li>▪ Recreation</li> <li>▪</li> </ul> |
|--|---|

C. The P3 Canada Fund for public-private partnership projects (\$1.25 billion).

- The P3 Canada Fund is focused on provincial, territorial, municipal and First Nations public private partnership infrastructure projects. Eligible projects will be for the construction, renewal or material enhancement of public infrastructure within several sectors including transport (public transit, highways, brownfield re-development, local roads and short line rail), water, energy (green projects), security (disaster mitigation), solid waste, culture, connectivity and broadband, maritime (short sea shipping), aerospace (regional and local airport) and tourism. Any project submitted to the NIC funding pool for greater than \$100 million will require a P3 screening for inclusion under this funding pool.

**ALTERNATIVES:**

1. Receive the report for information only at this time.
2. Provide alternate direction to staff.

**FINANCIAL IMPLICATIONS:**

Alternative 1

There are no specific financial implications for the RDN at this time regarding the Federal Building Canada Infrastructure Program. As details of the funding programs are announced, staff will continue to bring forward information to the Board along with possible projects to be approved for submission to the funding programs.

The estimated cash-flow in millions of dollars for the Building Canada Fund from the 2013 Federal budget is projected as follows.

Program	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Total
\$ PTIC Program	195	195	585	675	1,000	1,425	1,425	1,500	1,500	1,500	\$10,000
\$ NIC Program	15	15	195	325	500	575	575	600	600	600	\$4,000
Total	210	210	780	1,000	1,500	2,000	2,000	2,100	2,100	2,100	\$14,000

\$195 million per year in funding is allocated to the 2014/15 and 2015/16 fiscal years. British Columbia's share of the total fund is approximately 11%, which if applied on a pro rata basis to the 2014/15 and 2015/16 allocation results in approximately \$21.5 million, per fiscal year, to BC in those two years. The bulk of funding will come in the 2018 to 2023 years.

Staff have identified the following existing projects from the Board approved 2014 to 2018 Financial Plan and the Liquid Waste Management Plan as possible projects for submission to the PTIC funding pool over the next few years. Additional discussions and meetings with the RDN Board will be held to identify other possible projects that meet funding criteria for the PTIC and Gas Tax Transfer programs as more information is provided from the Province on eligibility criteria and the application process.

- Greater Nanaimo Pollution Control Centre (GNPCC) Outfall Replacement Marine section ≈ \$15 million, engineering design underway in 2014 and construction in 2015.

- GNPCC Secondary Treatment Upgrade and Expansion ≈ \$58 million in total projects to comply with Federal and Provincial standards, engineering design underway in 2014, project completion in 2018.
- French Creek Pollution Control Centre (FCPCC) Upgrade and Expansion ≈ \$32 million, engineering design scheduled for 2016, project completion 2018.
- Departure Bay Forcemain Replacement and Expansion ≈ \$20 million, engineering design scheduled in 2019, project completion 2021.
- FCPCC Interceptor and Pump Station Expansion and Upgrade ≈ \$3.5 million, engineering design 2015, project completion 2017.
- GNPCC Centrifuge Biosolids Dewatering ≈ \$1 million, engineering design underway in 2014, project completion 2015.
- Englishman River Water Service Joint Venture with Parksville ≈ \$34 million over 2014-2016, project for reservoir and bulk water treatment is underway with completion planned for 2016.

There are many other projects that could potentially be considered for the PTIC within the various existing RDN service areas including additional sewer servicing, compliance with drinking water regulations, transit infrastructure and solid waste management and recycling.

#### **STRATEGIC PLAN IMPLICATIONS:**

The RDN's 2013-2015 Strategic Plan includes many goals related to the improvement of infrastructure in the RDN within all service areas. As well it clearly identifies balancing the RDN's vision for the region and pursuit of innovation with fiscal responsibility including support to seek out provincial and federal grant funding for infrastructure projects.

#### **SUMMARY/CONCLUSIONS:**

The "New Building Canada Plan" was announced by the Federal Government on March 27, 2014. The Plan is comprised of three Funds:

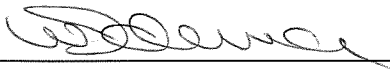
- A. The "New Building Canada Fund" made up of two components. The National Infrastructure Component (\$4 billion over 10 years) for projects of "national significance" to be administered by Infrastructure Canada. The Provincial –Territorial Infrastructure Component (\$10 billion over 10 years) for national, regional and local projects with \$1 billion of this allocated to a "Small Communities Fund" for projects in communities with fewer than 100,000 residents. This fund will be administered by the Province and additional details of the program and application process will be forthcoming over the next few months.
- B. The "Federal Gas Tax Fund" with an allocation to BC over the next 5 years (2014 to 2019) of \$1,317,040,000. UBCM and the Federal Government are currently concluding the agreement for the requirements for this funding which will continue to be administered through UBCM. Information on the program and the allocation between competitive grant funding vs: direct allocation to local governments is expected in the next few weeks.

- C. The "P3 Canada Fund" for public-private partnership projects (\$1.25 billion) to be administered by PPP Canada. Any project submitted for National Infrastructure Component funding over \$100 million will require P3 screening for funding under this pool.

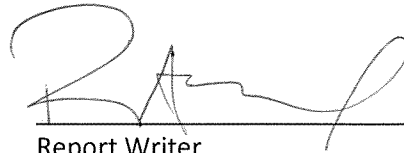
Additional details of the funding programs and RDN projects that could be considered for submission are included above. As well the Building Canada website at <http://www.infrastructure.gc.ca/plan/plan-eng.html> provides a variety of information on the programs and the review process that will be undertaken for any submissions.

**RECOMMENDATION:**

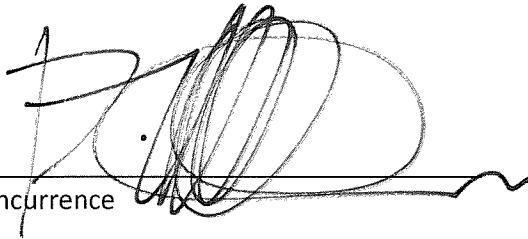
That the report on the Federal Building Canada funding program be received for information.



Report Writer



Report Writer



CAO Concurrence





RDN REPORT		[Handwritten Signature]
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BOARD	<input checked="" type="checkbox"/>	

**MEMORANDUM**

**TO:** Jeremy Holm  
Manager, Current Planning

**DATE:** April 14, 2014

**FROM:** Angela Buick  
Planner

**FILE:** PL2013-064

**SUBJECT:** Zoning Amendment Application No. PL2013-064 – Fern Road Consulting on behalf of Daniel Nedokus of Dokey Resources Ltd.  
Block G, District Lot 143, Nanoose District, Plan 4782 Except Part In Plan 735 RW  
2619 Alberni Highway – Electoral Area ‘F’  
Amendment Bylaw 1285.21, 2014 – Public Hearing Waiver Request

**PURPOSE**

To seek direction to waive a public hearing pursuant to *Local Government Act* Section 890 (4) in relation to “Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014”.

**BACKGROUND**

The proposed amendment Bylaw, if approved, would amend the subject property’s existing A-1.11 zoning from permitting 48 camping spaces and 15 RV sites to permitting 100 camping spaces. The proposed amendment is consistent with a non-farm use approval issued by the Agricultural Land Commission (ALC) in 2002 (See Schedule ‘1’ in Amendment Bylaw No. 1285.21 for Subject Property Map).

Amendment Bylaw No. 1285.21 was introduced and given first and second readings on March 25, 2014 (see Attachment 1). A public hearing was scheduled for April 9, 2014. However, due to a publication error on the part of the Parksville Qualicum News, the public hearing notice was not published in two consecutive issues of a newspaper as is necessary to meet the statutory notification requirements of Section 892 of the *Local Government Act*. As such, the public hearing could not be held and any further Bylaw readings would be invalid due to this procedural error. In order to ensure the validity of the Bylaw it will be necessary to meet the notification requirements outlined under Section 892 of the *Local Government Act* prior to the Board’s consideration of third reading of the Bylaw.

**DISCUSSION**

Under Section 890 (4) of the *Local Government Act* a local government may waive the holding of a public hearing on a proposed bylaw if:

- (a) an official community plan is in effect for the area that is subject to a proposed zoning bylaw, and
- (b) the proposed bylaw is consistent with the plan.

As the proposed bylaw amendment meets the criteria outlined in *Local Government Act* Section 890 (4), staff recommend that the Board waive the holding of a public hearing and proceed with consideration of third reading of the Bylaw following the required notification as outlined below in order to address the procedural error that occurred in the original public hearing notification.

If a local government waives the holding of a public hearing under *Local Government Act* Section 890 (4), it must give notice of its intent to consider third reading of the bylaw in accordance with Section 893 of the *Act*. If the Board chooses to waive the requirement for the public hearing, staff will proceed with the notification as per the statutory requirements of *Local Government Act* Section 893 and advise of the Board's intent to consider third reading of the Bylaw at a Special Board meeting on May 13, 2014. Should the Board approve the Bylaw at third reading on May 13, 2014, the Bylaw will be returned to the Board for consideration of adoption on May 27, 2014, as originally scheduled. As such, there will be no delay in the application processing timeline as a result of the error in notification for the public hearing originally scheduled for April 9, 2014. No additional cost to the applicant will be incurred as the Parksville Qualicum News will be covering advertising costs due to its failure to publish the initial notice.

#### **ALTERNATIVES**

1. To approve that the public hearing be waived under Section 890 (4) of the *Local Government Act*;
2. To deny that the public hearing be waived under Section 890 (4) of the *Local Government Act*, direct staff to schedule a public hearing and delegate that the public hearing be chaired by Director Fell or his alternate.

#### **Public Consultation Process**

Upon Board direction to waive the public hearing, property owners and tenants of parcels located within 50 metres and property owners within 500 metres of the subject property will receive a direct notice in accordance with "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1432, 2005". Notice of the Board's intent to consider third reading of the Bylaw will also be published in two consecutive issues of a newspaper (Parksville Qualicum News) as required by Section 893 of the *Local Government Act*.

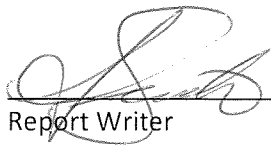
#### **SUMMARY/CONCLUSIONS**

The applicant proposes to rezone the subject property by amending the existing A-1.11 zoning from permitting 48 camping spaces and 15 RV sites to permitting 100 camping spaces. This request is consistent with ALC approval given in 2002; as a result the application is consistent with the permitted uses supported on Resource lands within the Agricultural Land Reserve as outlined in Electoral Area 'F' Official Community Plan. The Amendment Bylaw was introduced and given first and second readings on March 25, 2014.

As the requirement for public hearing notification was not fulfilled and application is consistent with the OCP, staff are recommending that the Board waive the holding of a public hearing under Section 890 (4) of the *Local Government Act* and proceed with notification of the Board's intent to consider third reading of the Bylaw at a Special Board meeting on May 13, 2014 pursuant to Section 893 of the *Act*.

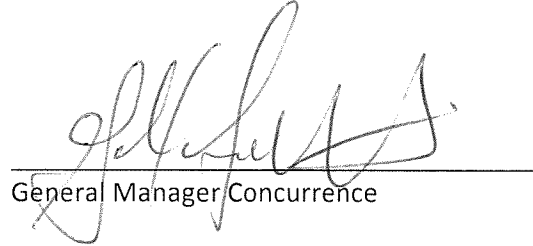
**RECOMMENDATIONS**

1. That the requirement for a public hearing in relation to "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be waived, pursuant to Section 890 (4) of the *Local Government Act*, and
2. That staff be directed to proceed with notification pursuant to Section 893 of the *Local Government Act* of the Board's intent to consider third reading of "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014" at a Special Board meeting to be held May 13, 2014.



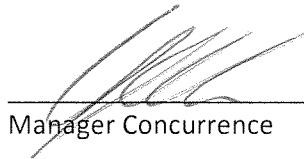
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Report Writer



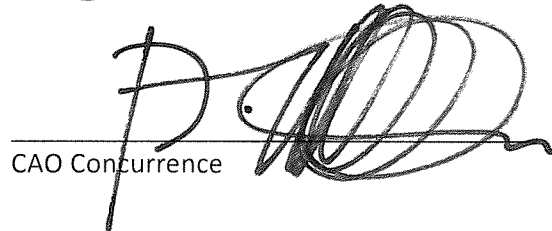
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General Manager Concurrence



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Manager Concurrence



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CAO Concurrence

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1285.21**

**A BYLAW TO AMEND "ELECTORAL AREA 'F' ZONING AND SUBDIVISION BYLAW NO. 1285, 2002"**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014".
- B. The "Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", is hereby amended as follows:

By amending the A-1.11 Site Specific Zoning Regulations on the lands as shown on the attached Schedule '1' and legally described as:

Block G, District Lot 143, Nanoose District, Plan 4782

from "Campground to a maximum of 48 camping spaces and 15 RV sites" to "Campground to a maximum of 100 camping spaces".

Introduced and read two times this 25th day of March, 2014.

Public Hearing held this \_\_\_\_ day of \_\_\_\_\_, 201\_\_.

Read a third time this \_\_\_\_ day of \_\_\_\_\_ 201\_\_.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this \_\_\_\_ day of \_\_\_\_\_ 201\_\_.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 201\_\_.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Officer





RDN REPORT		
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**MEMORANDUM**

**TO:** Jeremy Holm  
Manager, Current Planning

**DATE:** April 11, 2014

**FROM:** Tyler J. Brown  
Planner

**FILE:** PL2014-030

**SUBJECT:** Development Variance Permit Application No. PL2014-030  
Regional District of Nanaimo  
Lot 1, District Lot 104, Nanoose District, Plan 29491 – 960 Errington Road  
Electoral Area 'F'

**PURPOSE**

To consider an application for a Development Variance Permit to reduce the Exterior Lot Line setback to permit a building addition to the existing firehall on the subject property.

**BACKGROUND**

The Regional District of Nanaimo (RDN) has received an application from the Errington Volunteer Fire Department on behalf of the RDN to permit the construction of an addition to the existing firehall. The subject property is approximately 0.81 ha in area and is zoned Institutional/Community Facility 1 (T-1) pursuant to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" (see Attachment 1 – Subject Property Map)

The subject property is bordered by the Alberni Highway to the north, Errington Road to the west, a commercial zone to the south west, and parkland to the east and south. Access to the property is from Errington Road. Development is proposed for the northern portion of the subject parcel to better accommodate the Errington Volunteer Fire Department's operational needs.

***Proposed Development and Variance***

The applicant has applied for a variance to Section 4.20.3 – Minimum Setback from Front and Exterior Side Lot Lines – from the "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" to reduce the exterior side lot line setback from 4.5 metres to 1.0 metre to permit the construction of a 4.3 metre by 13.1 metre addition to the existing firehall (see Attachment 3 – Proposed Site Plan and Variance). The addition will include bathrooms, wash-up areas and a locker/storage room to better provide for the operational needs of the fire department's personnel (see Attachment 4 – Building Plan and Elevations). The proposed addition will be accessed through the existing truck garage.

**ALTERNATIVES**

1. To approve the Development Variance Permit Application No. PL2014-030 subject to the conditions outlined in Attachment 2.
2. To deny the Development Variance Permit Application No. PL2014-030.

## LAND USE IMPLICATIONS

### *Development Implications*

The applicant has requested a variance to permit the construction of an addition to the existing firehall (see Attachment 3 for Proposed Site Plan and Variance). Staff have reviewed the applicant's request and have not identified any view obstruction for automobile traffic on either Alberni Highway or Errington Road nor note any other negative implications that would be associated with the approval of Development Variance Permit Application No. PL2014-030.

### *Strategic Plan Implications*

Staff have reviewed the proposed development and note that the proposal will strengthen emergency services infrastructure at a sub-regional level in keeping with the mission of the Board as outlined in the 2013-2015 Board Strategic Plan.

### *Inter-governmental Implications*

The applicant has provided a copy of correspondence from the Ministry of Transportation and Infrastructures (MOTI) approval for the proposed addition within MOTI's required building setback of 4.5 metres from the property line fronting a provincial highway.

### *Public Consultation Process*

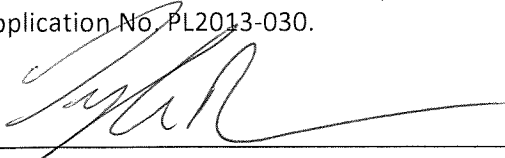
Pending the Board's recommendation and pursuant to the *Local Government Act* and the "Regional District of Nanaimo Development Approvals and Notification Procedures Bylaw No. 1432, 2005", property owners and tenants of parcels located within 50 metres of the subject property will receive a direct notice of the proposal and will have an opportunity to comment on the proposed variance prior to the Board's consideration of the application.

## SUMMARY/CONCLUSIONS

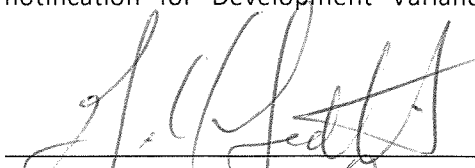
To consider an application for a Development Variance Permit to reduce the exterior side lot line setback from 4.5 metres to 1.0 metre to permit the construction of an addition to the existing firehall. Due to the operational requirements of the firehall and given that the requested variance would have no anticipated view implications for automobile traffic or adjacent properties, and that no other land use concerns associated with the proposed variance have been identified, staff recommend the Board approve the requested variance, pending the outcome of public notification, subject to the terms and conditions outlined in Attachment 2.

## RECOMMENDATION

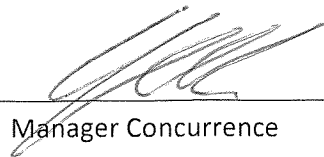
That staff be directed to complete the required notification for Development Variance Permit Application No. PL2013-030.



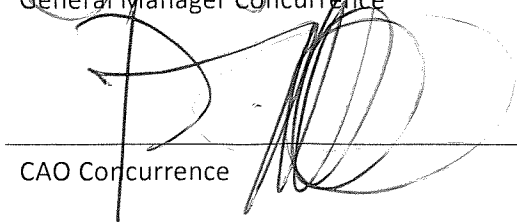
Report Writer



General Manager Concurrence

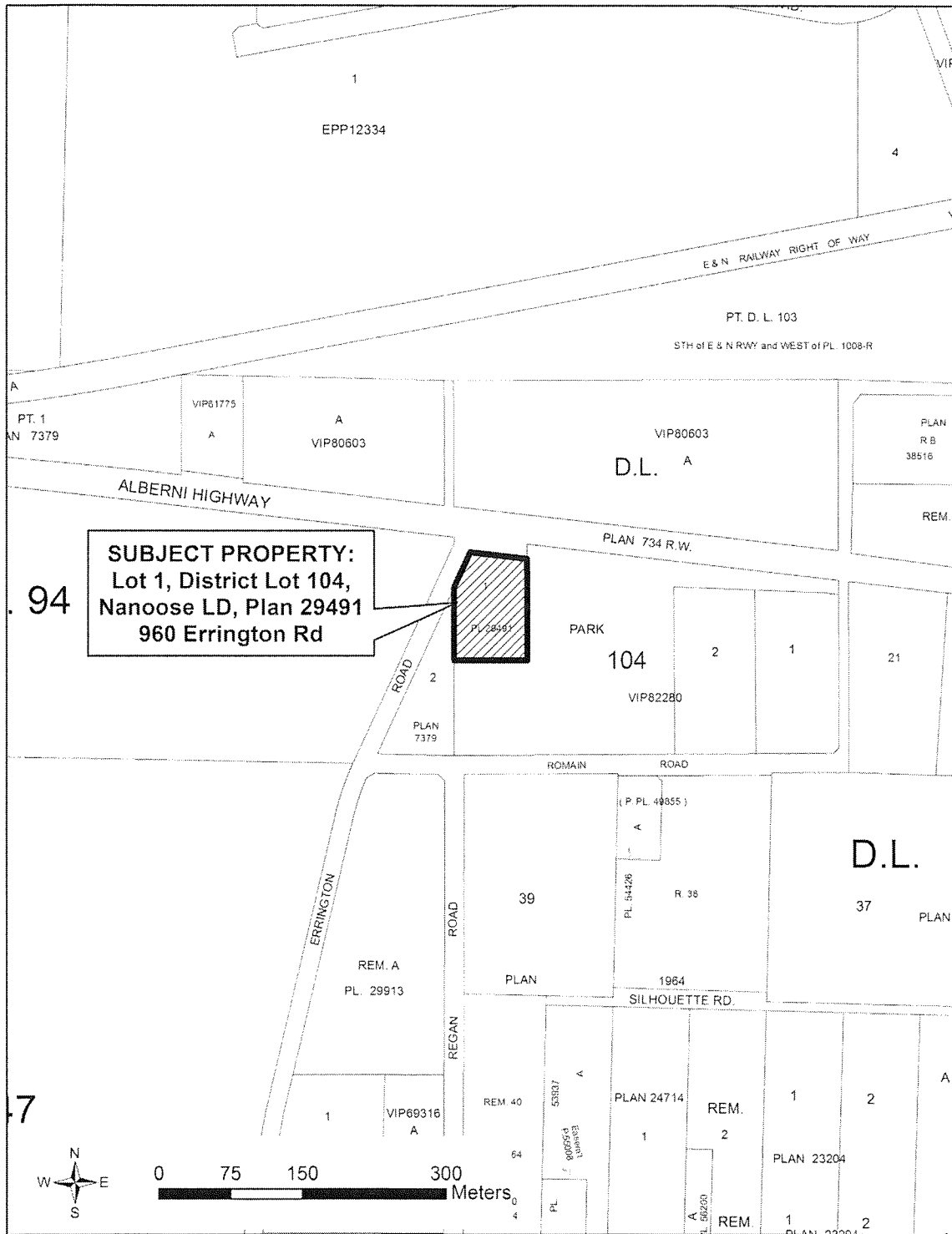


Manager Concurrence



CAO Concurrence

**Attachment 1**  
**Location of Subject Property**





**Attachment 2**  
**Terms and Conditions of Development Variance Permit**

The following sets out the terms and conditions of Development Variance Permit No. PL2014-030:

Bylaw No. 1285, 2002 Variances:

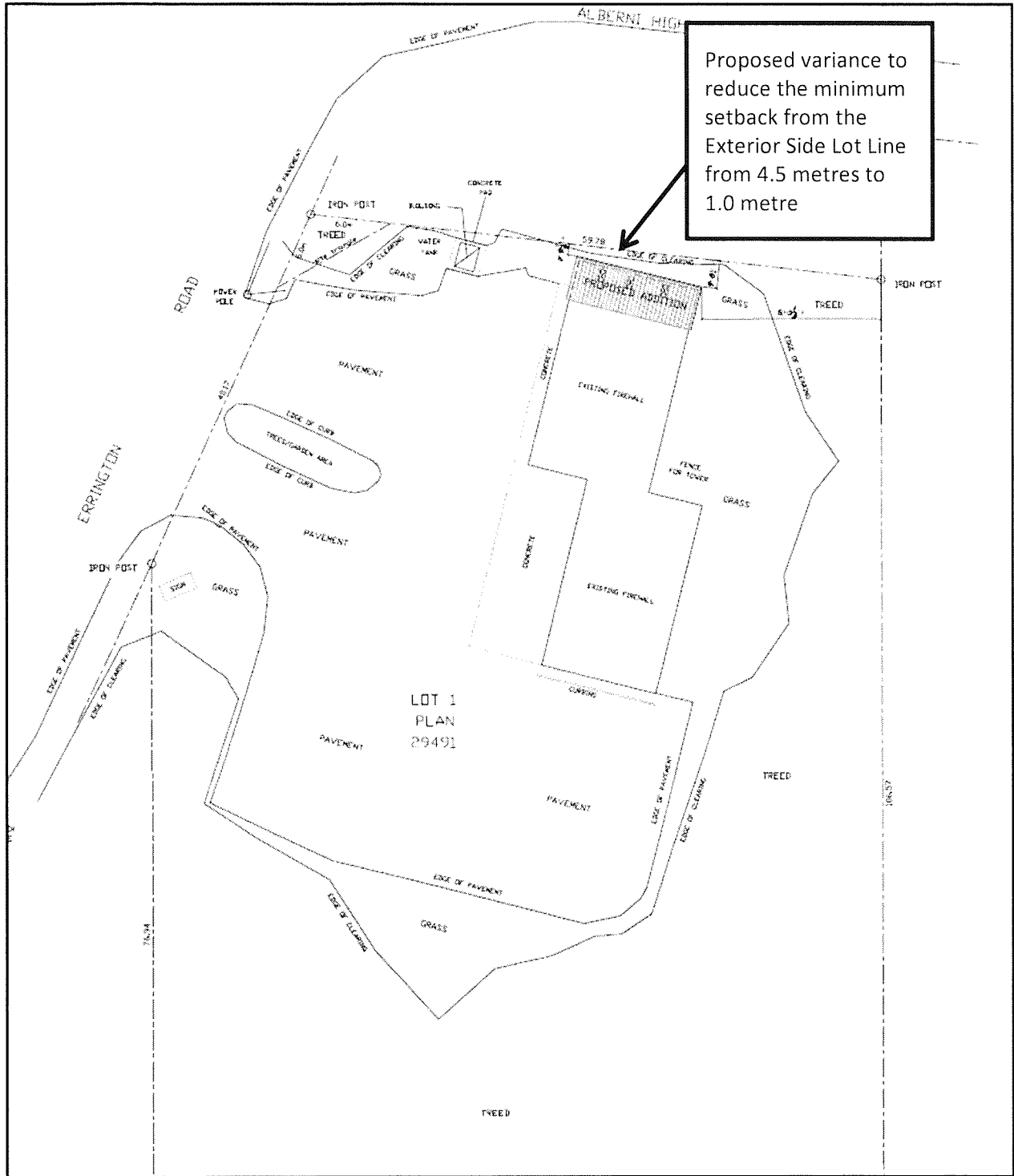
With respect to the lands, "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" is varied as follows:

1. Section 4.20.3 to reduce the minimum setback requirement from the Exterior Side Lot Line from 4.5 metres to 1.0 metre to permit the construction of an addition to the existing firehall.

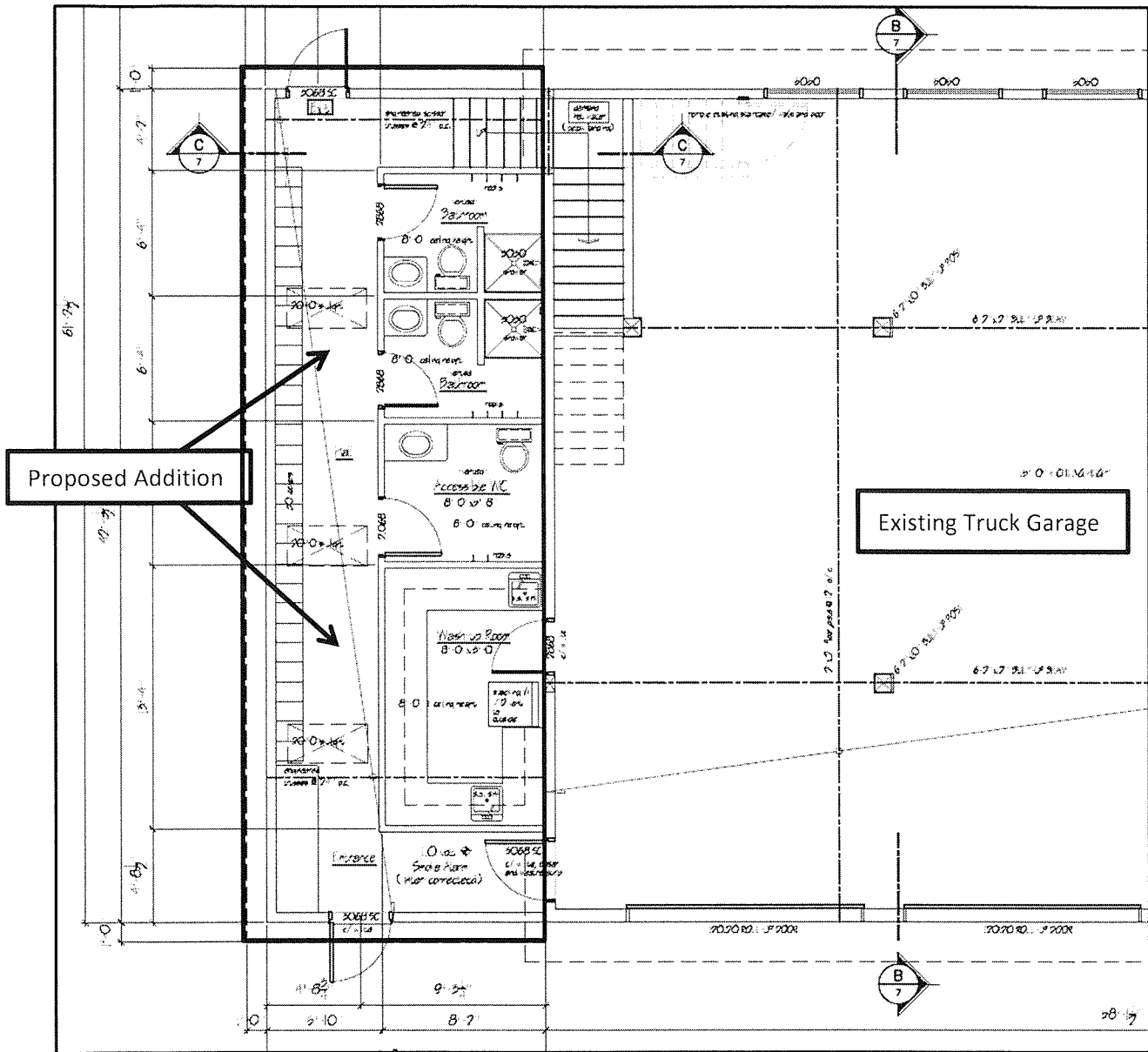
Conditions of Approval:

1. The proposed dwelling unit addition and existing shop shall be sited in general accordance with the site plan prepared by Waters & Associates, attached as Attachment 3.
2. The property owner shall obtain the necessary permits for construction in accordance with Regional District of Nanaimo Building Regulations.

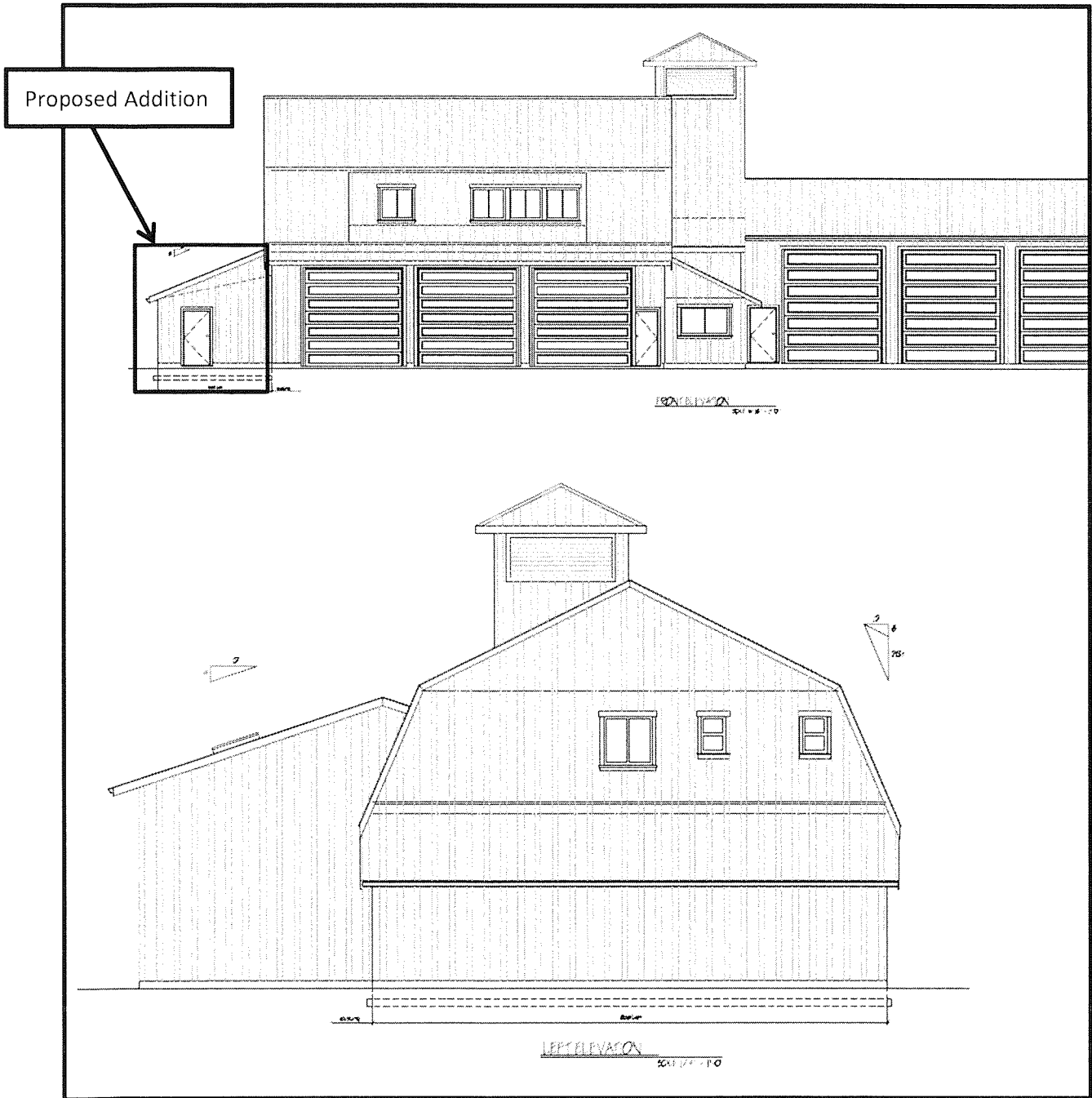
### Attachment 3 Proposed Site Plan and Variance



### Attachment 4 Building Plan and Elevations



Attachment 4  
Building Plan and Elevations





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BOARD	✓	

**MEMORANDUM**

**TO:** Paul Thompson  
 Manager of Long Range Planning

**DATE:** April 7, 2014

**FROM:** Greg Keller  
 Senior Planner

**FILE:** 6480 01 EAA

**SUBJECT:** Yellow Point Aquifer Protection DPA Amendment - Bylaw No. 1620.02, 2014

**PURPOSE**

To receive the report of the Public Hearing containing the summary of the Public Hearing held March 5, 2014, and submissions, and to consider "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.02, 2014" (Bylaw No. 1620.02) for 3<sup>rd</sup> reading.

**BACKGROUND**

The Regional District Board granted 1<sup>st</sup> and 2<sup>nd</sup> reading to Bylaw No. 1620.02 at its regular meeting held on January 28, 2014. The purpose of the amendments is to respond to concerns raised by the community since the adoption of the Official Community Plan (OCP) and to update the Yellow Point Aquifer Protection Development Permit Area in response to new information provided by the Regional District of Nanaimo (RDN) Rainwater Harvesting Best Practices Guidebook. The proposed amendments provide additional exemptions (activities where a Development Permit would not be required), a new optional method of determining cistern size, and more clarity on the application process.

Following 1<sup>st</sup> and 2<sup>nd</sup> reading, a Public Information Session was held at 7:00 pm on February 7, 2014, at Cedar Community Secondary School. The purpose of the meeting was to provide an opportunity for the community to obtain information on the proposed amendments and to ask questions prior to the Public Hearing being scheduled. Approximately eighteen people attended the meeting and one written response was submitted indicating that the proposed amendments are 'more reasonable'.

***Bylaw Referrals***

The Bylaw was referred to the City of Nanaimo; Cowichan Valley Regional District; North Cedar Improvement District, Agricultural Land Commission; Ministry of Forests, Lands and Natural Resource Operations, Snuneymuxw First Nation; and Stz'uminus First Nation. Responses from referral agencies were available prior to and at the Public Hearing for public inspection and are included as part of the written submissions and comments included in Attachment 2.

Comments on the draft were received from the Cowichan Valley Regional District, Ministry of Forests, Lands and Natural Resource Operations, and Snuneymuxw First Nation.

Concerns were raised by Snuneymuxw First Nation and Stz'uminus First Nation with respect to not having adequate time to respond to the referral. In response, this report was not presented to the Board at its March 25<sup>th</sup> meeting to allow more time for a response. After meeting with both First Nations and offering additional time for comments, no further comments were received.

#### *Public Hearing*

A Public Hearing was held pursuant to the *Local Government Act* on March 5, 2014, with four people in attendance (see Attachment 1 - Report of the Public Hearing).

#### *Amendments Proposed at 3<sup>rd</sup> Reading*

Some minor housekeeping amendments are proposed to correct some grammatical errors in proposed Bylaw No. 1620.02 at 3<sup>rd</sup> reading. The proposed amendments include the following changes:

Section	Current Language	Proposed Language	Purpose of Amendment
Part B – Siting of Buildings and Structures, sentence 1	Dwelling units should be sited to allow for the optimal placement of a rainwater collection tank which collects rainwater from the roof leaders of the dwelling unit which capture the majority of the rainwater flows.	Dwelling units should be sited to allow for the optimal placement of a rainwater collection tank which collects rainwater from the roof leaders of the dwelling unit which captures the majority of the rainwater flows.	Add an 's' to 'capture'
Part B – Form and exterior design, sentence 4	Dwelling units should be designed to optimize opportunities for intended use and corresponding cistern volume.	Dwelling units should be designed to optimize opportunities for <u>rainwater capture for the</u> intended use and corresponding cistern volume.	To add the words 'rainwater capture' and 'the'.

The proposed changes are included in the attached Bylaw 1620.02, 2014 in Attachment 3.

#### **ALTERNATIVES**

1. To receive the report of the Public Hearing, grant 3<sup>rd</sup> reading as amended to Bylaw No. 1620.02, and refer the Bylaw to the Ministry of Community Sport and Cultural Development for approval.
2. To receive the report of the Public Hearing on Bylaw No. 1620.02 and not grant 3<sup>rd</sup> reading and provide staff with further direction.

**INTERGOVERNMENTAL IMPLICATIONS**

Should the Board grant 3<sup>rd</sup> reading to Bylaw No. 1620.02, the Bylaw will be referred to the Ministry of Community, Sport and Cultural Development (MCSCD) for Ministerial approval. In consideration of its approval, the Ministry will take into account the comments of the agencies to which the Bylaw has been referred.

Following 3<sup>rd</sup> reading and the Minister's approval, the Board may consider adoption of Bylaw No. 1620.02.

**SUMMARY/CONCLUSIONS**

The Board gave 1<sup>st</sup> and 2<sup>nd</sup> reading to Bylaw No. 1620.02 at its regular Board meeting held on January 28, 2014. Bylaw No. 1620.02 has been considered in conjunction with the RDN financial and waste management plans. In addition, formal referrals were sent to applicable provincial and federal agencies, First Nations, and other agencies with interests.

A Public Hearing was held on March 5, 2014, with four people in attendance. The summary of the minutes and written submissions to the Public Hearing are attached for the Board's consideration.

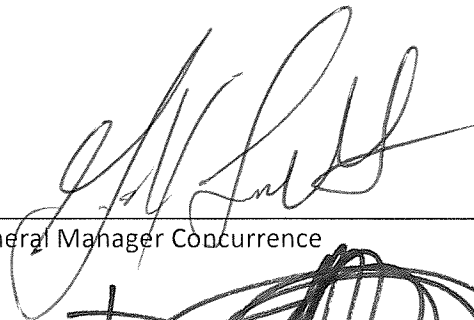
All requirements of the *Local Government Act* have been fulfilled and Bylaw No. 1620.02 may now be considered for 3<sup>rd</sup> reading.

**RECOMMENDATIONS**

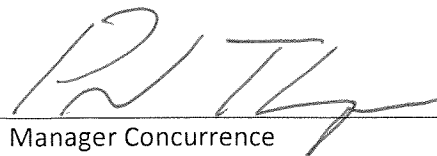
1. That the report of the Public Hearing held on March 5, 2014, on Bylaw No. 1620.02, 2014, be received.
2. That "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.02, 2014", be read a 3<sup>rd</sup> time as amended and forwarded to the Minister of Community, Sport, and Cultural Development for approval.



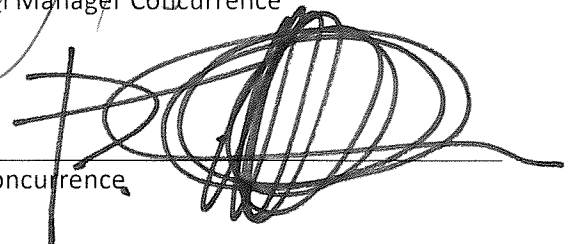
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

**Attachment 1**  
**Report of the Public Hearing**  
**Held at Cedar Heritage Centre**  
**1644 MacMillan Road, Nanaimo BC V9X 1L9**  
**Wednesday, March 5, 2014 at 6:30 PM**  
**To Consider Regional District of Nanaimo Electoral Area 'A' Official Community Plan**  
**Amendment Bylaw No. 1620.02, 2014**

*Note: That this report is not a verbatim recording of the proceedings, but a summary of the comments of those in attendance at the Public Hearing.*

**PRESENT:**

Alec McPherson	Chair, Director, Electoral Area 'A'
Greg Keller, RDN	Senior Planner
Robert Stover, RDN	Recording Secretary

Four members of the public attended the meeting.

The Chair called the hearing to order at 6:32 pm, introduced those present representing the Regional District, and outlined the procedures to be followed during the hearing.

Greg Keller provided an explanation of the proposed amendment bylaw.

The Chair called for formal submissions with respect to Amendment Bylaw 1620.02, 2014.

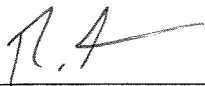
No written submissions or comments were received at the hearing.

The Chair called for further submissions for the second time.

The Chair called for further submissions a third and final time.

There being no further submissions, the Chair adjourned the hearing at 6:38 pm.

Certified true and accurate this 5<sup>th</sup> day of March, 2014.



---

Robert Stover  
Recording Secretary



**Attachment 2**

**Written Submissions and Comments Received at and Prior to the Public Hearing  
Proposed Bylaw 1620.02, 2014**

Greg, this report was really interesting and well-written; the CVRD has no concerns with the proposed amendment.

Best regards,

Mike Tippett MCIP, RPP

Manager, Community and Regional Planning Division  
Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram Street, Duncan BC V9L 1N8

Telephone: (250) 746-2602 or 1-800-665-3955 toll-free in BC

Hi Greg;

Thank you for forwarding this referral for comment. I have discussed the proposed amendments with Water Stewardship and we have no objections to the amendments that you have laid out. In terms of landowners using surface water however, we believe there are very limited opportunities for landowners to tap into surface water in the Cedar/Yellow Point area to meet the water harvesting requirements of the bylaw.

Maggie Henigman, MA  
Ecosystems Biologist  
Ministry of Forests, Lands and Natural Resource Operations  
West Coast Region  
250-751-3214  
[margaret.henigman@gov.bc.ca](mailto:margaret.henigman@gov.bc.ca)  
Fax: 250-751-3208



Mr. Keller.

SFN acknowledges receipt of your email to Chris Good regarding the RDN's proposed amendments to the Yellow Point Aquifer Protection DPA.

SFN has two concerns. First, the timeline for responding in detail is unreasonable. Even though the RDN obviously has its own agenda on this file, SFN will not participate in a process in which a genuine commitment to meaningful engagement with SFN is clearly lacking. This cavalier attitude can only serve to undermine trust and further complicate the relationship between SFN and the RDN.

Second, your email recites that the RDN is "requesting comments on the ... proposed amendment bylaw as it relates to your [SFN] agency's responsibilities". Why are you employing this language? SFN is not an agency. SFN is a nation with the inherent right to self-government and rights enshrined in the Treaty of 1854. This jurisdiction along with the rights enshrined in the Treaty of 1854 are recognized and affirmed by s. 35 of the *Constitution Act*, 1982. Apparently, the RDN is oblivious to these basic facts.

We will contact you next week by telephone to discuss the foregoing. We also intend to raise SFN's concerns with the RDN Board of Directors.

Sincerely,

Raymond Lamont

**Attachment 3**

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1620.02**

**A Bylaw to Amend Regional District of Nanaimo Electoral Area 'A'  
Official Community Plan Bylaw No. 1620, 2014**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.02, 2014".
2. The "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" is hereby amended as set out in Schedule '1' of this Bylaw.

Introduced and read two times this 28th day of January, 2014.

Considered in conjunction with the Regional District of Nanaimo Financial Plan and any applicable Waste Management Plans this 28th day of January, 2014.

Public Hearing held this 5th day of March, 2014.

Read a third time this \_\_\_\_ day of \_\_\_\_, 20XX.

Received approval pursuant to Section 882 of the *Local Government Act* this \_\_\_\_ day of \_\_\_\_, 20XX.

Adopted this \_\_\_\_ day of \_\_\_\_, 20XX.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Officer

**REGIONAL DISTRICT OF NANAIMO**  
**BYLAW NO. 1620.02**  
**Schedule '1'**

1. Schedule A of "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" is hereby amended as follows:
  - a. **Section 12.9 Yellow Point Development Permit Area**
    - i) By replacing Section 12.9 with that included in *Attachment 1*.

REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 1620.02

Attachment 1

**12.9 Yellow Point Aquifer Protection Development Permit Area**

**PURPOSE:**

This Development Permit Area (DPA) has been designated pursuant to the following sections of the *Local Government Act*:

- i. 919.1(a): protection of the natural environment, its ecosystems and biological diversity.*
- ii. 919.1(i): establishment of objectives to promote water conservation.*

**AREA:**

This DPA is intended to ensure that new subdivision does not have a negative impact on groundwater levels both on the subject property and on adjacent properties on lands located above the Yellow Point Aquifer as shown on Map No. 9 of this plan. It is also intended to require water conservation measures to reduce water use and protect drinking water supplies for existing residents.

**JUSTIFICATION:**

The Yellow Point aquifer is a fractured sandstone bedrock aquifer east of the Island Highway. It stretches from Duke Point in the north down to Ladysmith Harbour in the south. The Yellow Point aquifer is composed of compacted mud and sandstone layers known as the 'Nanaimo Group'. Unlike the highly productive Cassidy aquifer nearby, the Yellow Point aquifer is a very 'low producing aquifer' with 'low permeability' and 'low porosity'. That means that this type of rock has a limited ability to store and produce water and that when water is removed from this aquifer it can take a long time to recharge, or 're-fill'. This type of aquifer is not well suited to large extractions or urban development. Several sources, including a 2010 Ministry of Environment study, the 2009 RDN Electoral Area 'A' Groundwater Assessment and Vulnerability report, and a recent Drinking Water and Watershed Protection Program public consultation process have indicated that some areas that draw from this aquifer are experiencing water supply issues. There are indications that water is being extracted faster than the aquifer's recharge capacity. If this continues, a point may be reached (or may have already been reached) where further extraction and further development is no longer sustainable.

**RAINWATER HARVESTING BEST PRACTICES GUIDEBOOK**

It is strongly recommended that applicants refer to the Regional District of Nanaimo Rainwater Harvesting Best Practices Guidebook for guidance on the design and

installation of a rainwater harvesting system within the Yellow Point Aquifer Protection Development Permit Area.

**APPLICABILITY:**

A development permit is required for the following activities unless specifically exempt:

1. Subdivision of land as defined in the *Land Title Act* or the *Strata Property Act*; and,
2. Construction, alteration, or erection of a dwelling unit(s).

**EXEMPTIONS:**

The following activities are exempt from requiring a development permit:

1. Subdivision of land which results in three or fewer lots and the parcel proposed to be subdivided has not been subdivided within the past five years.
2. Land alteration.
3. Construction of a dwelling unit or subdivision of land where each dwelling unit has an approved connection to a community water system.
4. Construction and/or alteration of accessory buildings, agricultural buildings, structures and fencing.
5. Construction or renovation to commercial, institutional, recreational, and industrial buildings.
6. All additions or alterations to an existing dwelling unit.
7. The replacement or reconstruction of an existing dwelling unit with another dwelling unit within the same basic footprint.
8. Construction of a secondary suite.
9. Construction of a dwelling unit where the applicant demonstrates that there is:
  - a. A well that existed prior to July 26, 2011 which produces a minimum of 3.5 m<sup>3</sup> per day year round that will be connected to the proposed dwelling unit;
  - b. an existing (prior to July 26, 2011) water license with capacity to satisfy at least 30% of total household water use for a 90 day period; or
  - c. a valid approved source of water which is not groundwater that is currently in use and has adequate capacity to satisfy at least 30% of total household water use for a 90 day period.
10. Construction of a dwelling unit where the dwelling unit:
  - a. Is not to be connected to a groundwater source; and,

- b. Is entirely serviced with water through stored and treated rain water which meets or exceeds Canadian Drinking Water Standards.

Note: for exemption 10 above, prior to the issuance of a building permit, a report from an Engineer or other qualified professional may be required to satisfy the RDN that the proposed rainwater system has adequate capacity to meet the year round water demands of the dwelling unit being proposed and that the water will be stored and treated to Canadian drinking water standards.

#### **GUIDELINES:**

##### **A. For subdivision, the following guidelines apply:**

1. Where property is proposed to be subdivided and more than three parcels, including the remainder (if applicable) are proposed, the RDN shall require the applicant to supply a report prepared by a professional Hydrogeologist or engineer registered in the province of British Columbia and experienced in hydrogeological investigations which includes the following:
  - i. An assessment of the characteristics and behavior of the aquifer at its most stressed time of the year which includes two cross sections which define the groundwater body and determine where the water comes from. The assessment must also examine the location of proposed wells and their interaction with the Yellow Point Aquifer;
  - ii. The results and professional interpretation of a minimum 72 hour pumping test to occur in at least one location within the lands being subdivided or a greater number as recommended by a professional hydrogeologist or engineer based on the scale of development and aquifer characteristics;
  - iii. An assessment of seasonal water table fluctuations and the ability of the Yellow Point aquifer to provide a sustainable water supply which satisfies the additional groundwater demand without impacting adjacent rural properties or restricting or limiting the availability of water supply for agricultural irrigation;
  - iv. An assessment of the potential for salt water intrusion as a result of the proposed water extraction which is required to service the proposed development; and,
  - v. Identification of key recharge points located on the subject property and recommended measures to protect them.
  - vi. Recommendations to address the impacts on groundwater quality and quantity identified through the assessments outlined in sections 1.i – v.

The RDN shall require the applicant to implement the report's recommendations in the proposed development and the recommendations shall become conditions of the development permit.



2. The RDN may require, at the applicant's expense, and to the satisfaction of the RDN, a Section 219 Covenant registering the Hydrogeologist's and/or engineer's report on the title of the subject property.
3. The RDN may require the applicant to install a groundwater monitoring device in at least one well within the proposed subdivision. The RDN may require an agreement be registered on title to allow the RDN to access the property to collect data from the device
4. Where rainwater management is recommended by the report identified in Guideline 1 above, rainwater must be retained on-site and managed using methods such as vegetated swales, rain gardens, or other methods which allow rainwater to return to the ground.

**B. For the construction of a dwelling unit the following guidelines apply:**

***Siting of Buildings and Structures***

1. Dwelling units must be sited to allow for the optimal placement of a gravity fed rainwater collection tank which collects rainwater from the roof leaders of the dwelling unit which captures the majority of the rainwater flows.
2. Water storage tanks should be sited in the least obtrusive way possible from the neighboring properties.
3. A site plan should be provided illustrating the location of the proposed water storage tank(s) in relation to the proposed dwelling unit and adjacent property lines. The site plan should illustrate the rainwater harvesting system components and may be prepared by the applicant provided it is drawn to scale and is legible.

***Form and exterior design***

4. Dwelling units should be designed to optimize opportunities for rainwater capture for the intended use and corresponding cistern volume.
5. Roof surface materials should be selected to accommodate the type of rainwater harvesting system being proposed.

***Specific features in the development***

6. Impervious surfaces should be minimized. The use of impervious paved driveways is discouraged.

***Machinery, equipment, and systems external to buildings and other structures***

7. The RDN shall require that all new dwelling units include a rainwater harvesting system which is designed to satisfy a minimum of 30% of the total household water use (indoor and outdoor) for a minimum of 90 consecutive precipitation free days.
8. Rainwater harvesting systems should target a minimum rainwater storage tank volume of 18, 181 litres (4,000 Imperial Gallons). Larger tank sizes are also supported. This figure was derived based on the following information and calculation:

- Average total household water use the RDN is 704 litres per day
- 30% of the total household water use is for outdoor non-potable use
- Storage must satisfy 100% of outdoor watering needs for a 90 day period

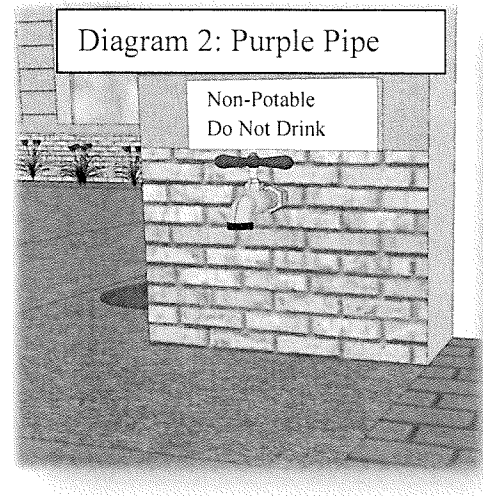
Minimum tank volume is calculated as follows:

Average household use per day  $\times$  0.3  $\times$  90 days = minimum water storage tank volume

$$704 \text{ litres} \times \frac{30}{100} \times 90 \text{ days} = 19,008 \text{ litres}$$

A minimum volume of 19,008 litres (4,181 Imperial Gallons) does not correspond well to existing cistern sizes. Staff is proposing that this figure be reduced to 18, 184 litres (4,000 Imperial Gallons) to reflect typical cistern sizes and configurations. This minimum volume could be met using a number of different tank types, sizes, and configurations.

9. Notwithstanding Guideline 8 above, a water storage tank with a lesser volume may be supported where an assessment of total household water use (indoor and outdoor) prepared by a registered plumber, accredited rainwater harvesting professional, or Engineer is provided, and the applicant is proposing to satisfy a minimum of 30% of total household use for a minimum of 90 consecutive precipitation free days with a rainwater harvesting system.



10. Rainwater harvesting systems may, at the applicant's discretion, be designed for non-potable outdoor use, non-potable indoor use, or potable drinking water use. The design of such systems must reflect their intended use.

11. The rainwater harvesting system design must, at minimum, consider and include the following components:

- i. Roofing materials that are appropriate for the type of rainwater harvesting system being proposed.
- ii. Gutters, downspouts, and transport piping to move the rainwater collected on the roof towards the water storage tank and beyond to its end use.
- iii. Debris removal, filters, and first flush diverter sized and designed to accommodate the proposed rainwater harvesting system.
- iv. Provisions for tank overflow
- v. A water storage tank(s) rated for potable use while it is strongly recommended that all other components be rated for potable use.
- vi. A pumping system to move the rainwater and distribution system
- vii. Rainwater filtration, purification, and disinfection (in the case of potable systems).

12. Rainwater harvesting systems should be designed to facilitate additional storage volume and future connection to the dwelling unit.

13. All external pipe, plumbing fixtures, and hose bibs where rainwater is used shall be clearly marked with "Non-Potable Water Do Not Drink" as shown in Diagram 2 at right.

14. Although not a requirement of these Development Permit Area Guidelines, where non-potable rainwater harvesting equipment is required, the RDN shall encourage the

applicant to install dedicated plumbing lines within proposed dwelling units to make use of stored rainwater for flushing toilets and other non-potable uses. The RDN shall assist the applicant in obtaining the necessary building permit approvals.

**Definitions:**

**Total household water use** means the sum total of all water use in a household during a typical hot dry summer day including gardens and lawns, baths and showers, kitchen (dishwasher, etc.), toilet flushing, laundry, car washing, drinking, property maintenance, and other outdoor uses.



RDN REPORT		
CAC APPROVAL		<del>###</del>
EAP		
COW		
APR 11 2014		
RHD		
BOARD	✓	

**MEMORANDUM**

**TO:** Paul Thompson  
Manager, Long Range Planning

**DATE:** April 10, 2014

**FROM:** Greg Keller  
Senior Planner

**FILE:** 6970 20 SESU

**SUBJECT:** Secondary Suites Zoning Amendments – Bylaws No. 500.389, 2014 and 1285.19, 2014  
Third Reading Report

**PURPOSE**

To receive the report summarizing the report of the Public Hearing held on April 7, 2014, and the submissions received and to consider Amendment Bylaws No. 500.389, 2014 and 1285.19, 2014, for third reading.

**BACKGROUND**

Amendment Bylaws No. 500.389 and 1285.19 were introduced and given first and second reading on January 28, 2014. Following first and second reading two information sessions were held on February 26<sup>th</sup> and February 27<sup>th</sup> to provide an opportunity to present and obtain input on the proposed amendment bylaws prior to the public hearing. Approximately eighteen people attended the two events. Overall the community response to the draft secondary suites proposal was positive.

Further discussions with the Electoral Area Directors identified some further changes to Bylaw No. 500.389. In response, Bylaw No. 500.389 was given amended second reading on March 25, 2014. This was followed by a Public Hearing held on April 7, 2014. The summary of the minutes and submissions is attached for the Board’s consideration (see Attachment 1).

***Bylaw Referrals***

The Bylaws were referred to adjacent municipalities and Regional Districts, First Nations, Improvement and Waterworks Districts, Fire Protection Districts and Departments, and Provincial Ministries. Responses from referral agencies were available prior to and at the Public Hearing for public inspection and are included as part of the written submissions and comments included in Attachment 2.

**ALTERNATIVES**

1. To receive the report of the Public Hearing and give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014” and “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.19, 2014”.
2. To receive the report of the Public Hearing and not give third readings and provide staff with further direction.

**INTERGOVERNMENTAL IMPLICATIONS**

Should the Board grant third reading to Bylaw No. 500.389 and 1285.19 (See Attachment 3), the Bylaws will be referred to the Ministry of Transportation and Infrastructure (MOTI) for approval.

Following third reading and MOTI approval, the Board may consider adoption of Bylaw No. 500.389 and 1285.19.

**SUMMARY/CONCLUSIONS**


The Board gave first and second reading to Bylaw No. 500.389 and 1285.19 on January 28, 2014. Further discussions with the Electoral Area Directors identified some further changes to Bylaw No. 500.389. In response, Bylaw No. 500.389 was given amended second reading on March 25, 2014.

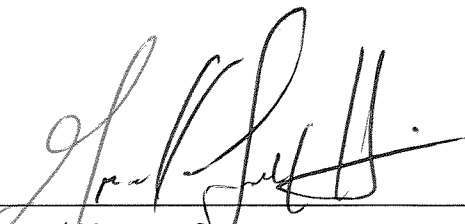
A Public Hearing was held on April 7, 2014, with six people in attendance. The report of the Public Hearing and written submissions are attached for the Board’s consideration.

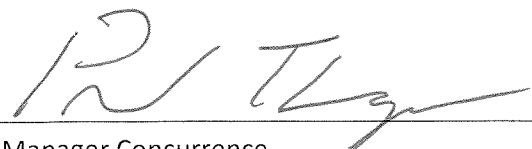
All requirements of the *Local Government Act* have been fulfilled and Bylaw No. 500.389 and 1285.19 may now be considered for 3<sup>rd</sup> reading.

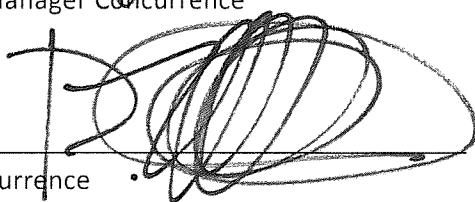
**RECOMMENDATIONS**

1. That the report of the Public Hearing held on April 7, 2014, on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014” and “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.19, 2014” be received.
2. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014” be read a third time and forwarded to the Ministry of Transportation and Infrastructure for approval.
3. That “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.19, 2014” be read a third time and forwarded to the Ministry of Transportation and Infrastructure for approval.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

**Attachment 1**

**Report of the Public Hearing**

**Held in the RDN Board Room, 6300 Hammond Bay Road, Nanaimo BC**

**Monday, April 7, 2014 at 7:00 PM**

**To Consider Regional District of Nanaimo Zoning Amendment Bylaw Nos. 500.389, 2014 and 1285.19, 2014**

*Note: That this report is not a verbatim recording of the proceedings, but a summary of the comments of those in attendance at the Public Hearing.*

**PRESENT:**

Joe Stanhope	Co-Chair, Director, Electoral Area 'G'
Julian Fell	Co-Chair, Director, Electoral Area 'F'
Alec McPherson	Director, Electoral Area 'A'
Maureen Young	Director, Electoral Area 'C'
George Holme	Director, Electoral Area 'E'
Paul Thompson, RDN	Manager of Long Range Planning
Greg Keller, RDN	Senior Planner, Recording Secretary

Six members of the public attended the meeting.

Director Fell called the hearing to order at 7:00 pm, introduced those present representing the Regional District, and outlined the procedures to be followed during the hearing.

Greg Keller provided an explanation of the proposed amendment bylaws.

Director Stanhope called for formal submissions with respect to Amendment Bylaw No. 500.389, 2014 and 1285.19, 2014.

No written submissions or comments were received.

Director Stanhope called for further submissions for the second time.

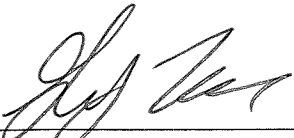
No written submissions or comments were received.

Director Stanhope called for further submissions a third and final time.

No written submissions or comments were received.

There being no further submissions, the Chair adjourned the hearing at 7:09 pm.

Certified true and accurate this 8<sup>th</sup> day of April, 2014.

  
\_\_\_\_\_  
Greg Keller  
Recording Secretary

## Attachment 2

### Written Submissions and Comments

**From:** Johnson, Stuart TRAN:EX <Stuart.Johnson@gov.bc.ca>  
**Sent:** Wednesday, February 26, 2014 2:09 PM  
**To:** Keller, Greg  
**Subject:** RE: Regional district of Nanaimo secondary suites zoning amendment bylaws

Thanks Greg.

Stu Johnson  
District Development Technician  
Ministry of Transportation and Infrastructure  
3rd Floor - 2100 Labieux Road  
Nanaimo, B.C. V9T 6E9  
Phone 250-751-3270  
Fax 250-751-3289

**From:** Keller, Greg [<mailto:GKeller@rdn.bc.ca>]  
**Sent:** Wednesday, February 26, 2014 2:04 PM  
**To:** Johnson, Stuart TRAN:EX  
**Subject:** RE: Regional district of Nanaimo secondary suites zoning amendment bylaws

Hi Stuart. The intent was to ensure that there are onsite opportunities to park. Suites will not require an additional driveway. Although it is likely that some detached suites, especially on larger rural parcels could have separate driveways.

Greg

**From:** Johnson, Stuart TRAN:EX [<mailto:Stuart.Johnson@gov.bc.ca>]  
**Sent:** Wednesday, February 26, 2014 2:02 PM  
**To:** Keller, Greg  
**Subject:** re: Regional district of Nanaimo secondary suites zoning amendment bylaws

Hi Greg

I have a quick question on this amendment's requirement for two off-street parking spaces with at least one having direct access to the street. Does this requirement imply the secondary suite must have its own driveway? I'm not interpreting it as such, but thought it would be best to clarify. If I'm correct in assuming that this requirement doesn't mean a secondary driveway is necessary, then the ministry has no concerns regarding the proposed amendment.

Thanks,

Stu Johnson  
District Development Technician  
Ministry of Transportation and Infrastructure  
3rd Floor - 2100 Labieux Road  
Nanaimo, B.C. V9T 6E9  
Phone 250-751-3270  
Fax 250-751-3289



**From:** Courtney Simpson <CSimpson@islandstrust.bc.ca>  
**Sent:** Monday, March 17, 2014 10:57 AM  
**To:** Keller, Greg  
**Subject:** Secondary Suites Zoning Bylaw Amendment Bylaws Referral

Hello Greg,

Pursuant to your letter of February 11, 2014, the Gabriola Local Trust Committee considered your referral of bylaws 500.389, 2014 and 1285.19, 2014 at their regular business meeting on March 13. Their response is that their interests are unaffected by the bylaws.

Regards,  
Courtney

*Courtney Simpson, MCIP, RPP*  
*Regional Planning Manager*  
Islands Trust Northern Office  
700 North Road  
Gabriola Island, BC V0R 1X3  
Tel: (250) 247-2209  
Or toll free through Enquiry BC 1-800 663-7867

**From:** Mike Tippett <mtippett@cprd.bc.ca>  
**Sent:** Thursday, February 13, 2014 2:48 PM  
**To:** Keller, Greg  
**Cc:** External Mary Marcotte  
**Subject:** proposed secondary suites amendment - RDN

Dear Greg,

Thank you for referring the Regional District of Nanaimo proposed secondary suites bylaws to the CVRD.

Our interests are unaffected by this bylaw.

I would also note that the CVRD has had (for around twenty years) similar provisions concerning secondary suites and accessory dwelling units in each of our nine electoral areas, including Area H – North Oyster Diamond, which abuts your Electoral Area A. I think it is fair to say that our Board has found these provisions to be useful in addressing housing affordability matters in rural communities over the time these provisions have been in force at the CVRD.

Best regards,

-Mike

Mike Tippett MCIP, RPP

Manager, Community and Regional Planning Division  
Planning and Development Department  
Cowichan Valley Regional District  
175 Ingram Street, Duncan BC V9L 1N8

Telephone: (250) 746-2602 or 1-800-665-3955 toll-free in BC



COMMUNITY SAFETY & DEVELOPMENT DIVISION

2014-FEB-17

Via email: gkeller@rdn.bc.ca

Greg Keller, MCIP  
Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo BC V9T 6N2

Attention: Mr. Greg Keller

Re: RDN Secondary Suite Zoning Amendment Referral

Thank you for including the City of Nanaimo in your referral process for zoning amendment bylaws "500.389, 2014" and "1284.19, 2014" regarding the inclusion of secondary suites for most residential and rural zones within the Regional District of Nanaimo (RDN). As you are most likely aware, the City of Nanaimo has permitted secondary suites within a single family dwelling since February, 2005 and within an accessory building since August, 2008. Since the adoption of the original amendment bylaw legal secondary suites have represented a significant portion of the City's rental housing stock and as of 2009 represented 11% of all new residential construction.

Generally, the allowance of both attached and detached secondary suites has been successful in the City of Nanaimo; however, the City has in the past experienced problems related to on-street parking and driveway access for small lot properties with limited frontage. As part of the adoption of the City's Zoning Bylaw in 2011, secondary suites are no longer permitted on lots less than 370m<sup>2</sup> in area.

As the proposed RDN bylaws are similar to the City's secondary suite regulations we do not have any concerns and wish you luck with the proposed amendments.

Sincerely,

Dave Stewart, MCIP, M.Planner  
Planner, Planning & Design Section  
*Community Safety & Development*

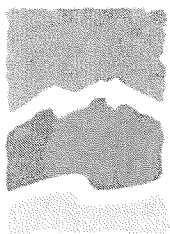
DS/pm  
cc: Bruce Anderson, Manager, Planning & Design Section

Our File: ZA1-22

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**\*\*Please note: this is the only copy of this correspondence you will receive, if you require an original, please contact the sender.\*\***

411 Dunsmuir Street, Nanaimo, British Columbia • Phone: 250-754-4251 • Fax: 250-755-4439  
Mailing Address: 455 Wallace Street, Nanaimo, British Columbia, Canada V9R 5J6



REGIONAL  
DISTRICT  
OF NANAIMO



CLIMATE ACTION  
COMMUNITY

February 11, 2014

Bow Horn Bay Fire Protection District  
RR1, Site 190, C-6  
Bowser, BC V0R 1G0

Attention: Mr. Steve Anderosov

Re: Regional District of Nanaimo Secondary Suites Zoning Amendment Bylaws

Following an extensive region-wide community planning process, the Regional District of Nanaimo (RDN) Board granted 1<sup>st</sup> and 2<sup>nd</sup> reading to zoning amendment Bylaws "500.389, 2014" and "1285.19, 2014". The purpose of the proposed zoning amendment bylaws is to allow secondary suites in most residential and rural zones within Electoral Areas A, C, E, F, G, and H.

Currently, secondary suites are considered a dwelling unit and as such are only permitted on parcels which are zoned for more than one dwelling unit. This generally means that secondary suites are not allowed on most residential zoned parcels and rural parcels smaller than 2.0 hectares.

We are requesting comments on the attached proposed amendment bylaws as it relates to your agency's responsibilities. Please send your comments to the email address below or by mail to the RDN Planning Department located at 6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2. We respectfully request your comments no later than Friday March 14<sup>th</sup>, 2014. If we do not receive your comments by this date we will assume that your agency has no objections to the proposed amendment bylaws.

If you have any questions or require clarification, please do not hesitate to contact me by telephone or by email at [rkeller@rdn.bc.ca](mailto:rkeller@rdn.bc.ca). Additional information on the RDN secondary suites project is on the project web site at [www.rdnsecondarysuites.ca](http://www.rdnsecondarysuites.ca).

Sincerely,

Greg Keller, MCIP  
Senior Planner

WE HAVE NO PROBLEM WITH  
THE AMENDMENT BYLAW BUT  
YOUR RECORDS NEED TO BE  
UPDATED. WE ARE NO LONGER  
A PROTECTION DISTRICT, SINCE  
2004 WE ARE BOW HORN BAY  
FIRE DEPARTMENT, A SERVICE  
AREA UNDER THE RDN. THE MAIL  
SHOULD BE ADDRESSED TO:-  
BOW HORN BAY FIRE DEPT.  
220 LIONS WAY  
QUALICUM BEACH BC V9K 2E2

6300 Hammond Bay Rd  
Nanaimo BC  
V9T 6N2  
Ph: (250)390-4111  
Toll Free: 1-877-207-4111  
Fax: (250)390-4163  
RDN Website: [www.rdn.bc.ca](http://www.rdn.bc.ca)

600 Comox Road, Courtenay, BC V9N 3P6  
Tel: 250-334-6000 Fax: 250-334-4358  
Toll free: 1-800-331-6007  
www.comoxvalleyrd.ca



File: 6470-20

March 17, 2014

Sent via email only: [gkeller@rdn.bc.ca](mailto:gkeller@rdn.bc.ca)

Mr. Greg Keller  
Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

Dear Mr. Keller:

**Re: Regional District of Nanaimo secondary suites zoning amendment  
bylaws (#500.389, 2014 & #1285.19, 2014)**

Thank you for referring the above-noted amendment bylaws to the Comox Valley Regional District (CVRD) for comment.

Please be advised that the CVRD does not have any specific comments on the proposed amendments.

Generally, however, the proposed amendments are consistent with the regulation of secondary suites (accessory dwelling units) within the CVRD and similarly reflect the intent of the CVRD's growth management policies to enable the provision of affordable housing through accessory dwelling units within the electoral areas.

Sincerely,

***A. Mullaly***

Alana Mullaly  
Manager of Planning Services  
Property Services Branch

**REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 500.389**

**A Bylaw to Amend Regional District of Nanaimo  
Land Use and Subdivision Bylaw No. 500, 1987**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
  1. In **Part 2 Interpretation Section 2.1 Definitions** by adding the following definition after ‘seafood processing’.

**secondary suite** means one or more habitable rooms and a cooking facility for residential accommodation, consisting of a self-contained unit with a separate entrance but which is clearly accessory to a principal dwelling unit located on the same parcel as the secondary suite and may not be subdivided under the *Strata Property Act*.

2. In **Part 3 – Land Use Regulations Section 3.3 General Regulation** is amended by adding the following after Section 3.3.12(h):
  - i. Home Based Business shall not be permitted within a secondary suite nor by the occupants of a secondary suite elsewhere on the subject property.
  - j. Bed and Breakfast shall not be permitted on a parcel that contains a suite.
  - k. Where a secondary suite is located on a parcel less than 4,000 m<sup>2</sup> in area, the Home Based Business must:
    - i) be limited to one (1) business; and,
    - ii) not include any non-resident home based business employees.

3. In **Part 3 – Land Use Regulations Section 3.3 General Regulation** is amended by adding the following after Section 3.3.15:

- 16) Secondary Suites
  - a) Secondary suites shall be permitted in the following zone classifications: RS1, RS1.1, RS2, and RU1 – RU10 (Inclusive).
  - b) A maximum of one (1) secondary suite is permitted per single dwelling unit to a maximum of two (2) per parcel of which only one (1) may be detached.
  - c) Notwithstanding Section 2.1, a secondary suite shall be permitted within an accessory building.

- d) Secondary Suites shall be subject to the following requirements:
  - i) secondary suites within a principal dwelling unit must not exceed 40% of the habitable floor space of the building that it is located in nor 90 m<sup>2</sup> of total floor space, whichever is lesser;
  - ii) must not be located within a duplex, manufactured home, or multiple dwelling unit development;
  - iii) must provide at least two (2) additional designated off-street parking spaces (at least one (1) must have direct access to the street);
  - iv) shall be maintained in the same real estate entity as the principal dwelling unit to which it is accessory;
  - v) must meet minimum setback requirements for a dwelling unit located in the applicable Zone Classification.
  - vi) must be limited to a maximum of two bedrooms and one cooking facility;
  - vii) must, on parcels without community sewer services, have the approval of the local Health Authority with respect to the provision of sewage disposal;
  - viii) must have its own entrance separate from that of the principal dwelling unit; and,
  - ix) must not be used for short term (less than one month) rentals.
- e) A Secondary Suite may be located within an accessory building subject to the following:
  - i) The minimum site area requirement shall be 800 m<sup>2</sup> for parcels serviced with community water and community sewer or 8,000 m<sup>2</sup> in all other cases.
  - ii) Notwithstanding any other provision in this Bylaw, the maximum height of a building containing a suite shall be 8.0 metres;
  - iii) The maximum floor area of an accessory building containing a secondary suite shall not exceed 40% of the habitable floor space of the principal dwelling unit which it is associated with nor 90 m<sup>2</sup> of total floor space, whichever is lesser.
  - iv) the secondary suite shall contain no interior access to any part of the accessory building and the means of access and egress must be external to the structure.
- f) Home Based Business shall be in accordance with Section 3.3.12.

g) Despite any regulation in this Bylaw, land established as "Agricultural Land Reserve" pursuant to the **Agricultural Land Reserve Act** is subject to the **Agricultural Land Reserve Act** and **Regulations**, and applicable orders of the Land Reserve Commission.

4. In **Part 3 – Land Use Regulations Section 3.4 Regulations for Each Zone** is amended by adding 'Secondary Suite' as a Permitted Use as follows:
- I. Section 3.4.61 – 3.4.61.1 Residential 1 and Residential 1.1 Zone after b) Residential Use.
  - II. Section 3.4.62 0 – Residential 2 Zone after b) Residential Use- per dwelling unit.
  - III. Section 3.4.81- Rural 1 Zone – after f) Silviculture.
  - IV. Section 3.4.82 – Rural 2 Zone – after i) Silviculture.
  - V. Section 3.4.83 – Rural 3 Zone – after g) Wood Processing.
  - VI. Section 3.4.84 – 3.4.89 Rural 4 – Rural 9 Zones – after f) Silviculture.
  - VII. Section 3.4.810 – Rural 10 Zone – after b) Home Based Business.

Introduced and read two times this 28<sup>th</sup> day of January 2014.

Read a second time as amended this 25th day of March 2014.

Public Hearing held this \_\_\_ day of \_\_\_\_\_ 20XX.

Read a third time this \_\_\_ day of \_\_\_\_\_ 20XX.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this \_\_\_ day of \_\_\_\_\_ 20XX.

Adopted this \_\_\_ day of \_\_\_\_\_ 20XX.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Officer



**REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 1285.19**

**A Bylaw to Amend Regional District of Nanaimo  
Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

A. This Bylaw may be cited as "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.19, 2014".

B. The "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", is hereby amended as follows:

1. By adding the following after Section 2 – General Regulations 2.15 Home Based Business – Regulations (5)(p):

6. Home Based Business shall not be permitted within a secondary suite.

7. Bed and Breakfast shall not be permitted on a lot that contains a suite.

8. Where a secondary suite is located on a lot less than 8,000 m<sup>2</sup> in area, the Home Based Business must be contained in a building.

2. By adding the following after Section 2 – General Regulations 2.17 Parking:

**2.18 Secondary Suites**

1. Secondary suites shall be permitted as a Permitted Accessory Use in the following zones: A-1, R-1, R-2, R-3.

2. A maximum of one (1) secondary suite is permitted per single dwelling unit to a maximum of two (2) per parcel of which only one (1) may be detached.

3. Secondary suites shall be subject to the following requirements:

a) secondary suites within a principal dwelling unit must not exceed 40% of the habitable floor space of the building that it is located in nor 90 m<sup>2</sup> of total floor space, whichever is lesser;

b) must not be located within a duplex, manufactured home, or multiple dwelling unit development;

c) must provide at least two (2) additional designated off-street parking spaces (at least one (1) must have direct access to the street);

d) shall be maintained under the same legal title as the principal dwelling unit to which it is accessory;

- e) must meet minimum setback requirements for a dwelling unit located in the applicable Zone Classification.
  - f) must be limited to a maximum of two bedrooms and one cooking facility;
  - g) must, on parcels without community sewer services, have the approval of the local Health Authority with respect to the provision of sewage disposal;
  - h) must have its own entrance separate from that of the principal dwelling unit; and,
  - i) must not be used for short term (less than one month) rentals.
4. A Secondary suite may be located within an accessory building subject to the following:
- a) The minimum site area requirement shall be 800 m<sup>2</sup> for parcels serviced with community water and community sewer or 8,000 m<sup>2</sup> in all other cases.
  - b) The maximum floor area of an accessory building containing a secondary suite shall not exceed 40% of the habitable floor space of the principal dwelling unit which it is associated with nor 90 m<sup>2</sup> of total floor space, whichever is lesser.
  - c) The secondary suite shall contain no interior access to any part of the accessory building and the means of access and egress must be external to the structure.
5. Home Based Business shall be in accordance with Section 2.15.
6. Despite any regulation in this Bylaw, land established as “Agricultural Land Reserve” pursuant to the ***Agricultural Land Reserve Act*** is subject to the ***Agricultural Land Reserve Act*** and ***Regulations***, and applicable orders of the Land Reserve Commission.
3. By adding ‘Secondary Suite’ as a Permitted Accessory Use as follows:
- a) Section 4.1 – Agriculture 1 Zone after c) Home Based Business
  - b) Sections 4.13 – 4.15 Rural 1 – Village Residential 3 zones after b) Home Based Business
4. By adding the following definition in Section 5 after the definition of School:

***Secondary Suite*** means one or more habitable rooms and a cooking facility for residential accommodation, consisting of a self-contained unit with a separate entrance but which is clearly accessory to a principal dwelling unit located on the same lot as the secondary suite and may not be subdivided under the *Strata Property Act*.

Introduced and read two times this 28th day of January, 2014.

Public Hearing held this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Read a third time this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Corporate Officer