

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, OCTOBER 27, 2015 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. McKay	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director B. Bestwick	City of Nanaimo
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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. Trudeau	Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place and acknowledged the presence of Chief David Bob, Snaw-Naw-As, at the meeting.

DELEGATIONS

Chief David Bob, Snaw-Naw-As, re Update on the treaty process and the Te'mexw Treaty Agreement in Principle.

Chief Bob welcomed the Board to the Snaw-Naw-As traditional territory and provided an update on the Te'mexw Treaty Agreement in Principle and shared his hopes that the treaty process would result in a signed treaty in the future.

Rob Christopher, Nanaimo Search and Rescue, re Agreement for Regional District of Nanaimo Funding.

Rob Christopher thanked the Board for the annual funding received and provided a visual presentation detailing an overview of activities and use of the funding, and asked the Board for continued support by renewing the funding agreement.

Gordie Robinson, Nanaimo Marine Rescue Society, re Agreement for Regional District of Nanaimo Funding.

Gordie Robinson provided an overview of the Society's annual activities, thanked the Board for their support, and asked the Board to renew the funding agreement and to consider increasing the funding to 25% of their annual operating budget.

Deborah Blum, Jim and Anne Fiddick, re Access to historic, public travelled roads.

Deborah Blum and Jim and Anne Fiddick voiced their concerns regarding public access to public lands where access has been cut off by land owners and asked the Board to take action and ask the land owners to remove the barricades within 30 days.

PRESENTATION

Staff Recognition – Certificate in Local Government Service Delivery.

Chair Stanhope presented Dean Banman, Manager of Recreation Services, with a Certificate in Local Government Service Delivery.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, September 29, 2015.

15-688 MOVED Director Veenhof, SECONDED Director Westbroek, that the minutes of the Regular Board meeting held Tuesday, September 29, 2015, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Mike Atkins and Nicholas Fortin, Nanaimo Marine Rescue Society, re Southern Community Search and Rescue Contribution Service – Nanaimo Marine Rescue Society – Renewal of Agreement.

- 15-689 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Mike Atkins and Nicholas Fortin, Nanaimo Marine Rescue Society, regarding the Southern Community Search and Rescue Contribution Service – Nanaimo Marine Rescue Society – renewal of agreement be received.

CARRIED

Ralph Hagen, re Gabriola – Rollo Centre.

- 15-690 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Ralph Hagen regarding the Gabriola Rollo Centre be received.

CARRIED

Sgt. Sheryl Armstrong, Nanaimo RCMP, re Funding Request for Nanaimo Police-Based Victim Services.

- 15-691 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Sgt. Sheryl Armstrong, Nanaimo RCMP, regarding the funding request for Nanaimo police-based victim services be received.

CARRIED

Jack Ferrero, re Support for an Application under the Build Canada Fund.

- 15-692 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Jack Ferrero regarding support for an application under the Build Canada Fund be received.

CARRIED

Deborah Blum, re Access to historic, public travelled roads.

- 15-693 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Deborah Blum regarding access to historic, public travelled roads be received.

CARRIED

Todd Stone, Minister of Transportation and Infrastructure, re Transit Funding Update.

- 15-694 MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Todd Stone, Minister of Transportation and Infrastructure, regarding a transit funding update be received.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, October 13, 2015.

- 15-695 MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, October 13, 2015, be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Jack Anderson, Greenplan, re Development Permit with Variance – 1604 Cedar Road, Electoral Area 'A'.

- 15-696 MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from Jack Anderson, Greenplan, regarding Development Permit with Variance – 1604 Cedar Road, Electoral Area 'A', be received.

CARRIED

Ministry of Agriculture, re Regulating Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister's Bylaw Standards.

- 15-697 MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from the Ministry of Agriculture regarding regulating agri-tourism and farm retail sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister's Bylaw Standards be received.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2015-026 – 1604 Cedar Road, Electoral Area 'A'.

- 15-698 MOVED Director McPherson, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-026 be referred back to staff for further discussion with the applicant.

CARRIED

Development Permit with Variance Application No. PL2015-117 – 1713 Admiral Tyron Boulevard, Electoral Area 'G'.

Brian Hagedorn spoke in support of the application.

- 15-699 MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance Application No. PL2015-117 to permit the construction of a rip rap seawall on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

ZONING AMENDMENT

Zoning Amendment Application No. PL2015-025 – Electoral Area 'H' – Amendment Bylaw No. 500.400 – 1st and 2nd Reading.

- 15-700 MOVED Director Veenhof, SECONDED Director Young, that the Summary of the Public Information Meeting held on August 10, 2015, be received.

CARRIED

- 15-701 MOVED Director Veenhof, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.400 being considered for adoption.

CARRIED

- 15-702 MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015", be introduced and read two times.

CARRIED

- 15-703 MOVED Director Veenhof, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015" be chaired by Director Veenhof or his alternate.

CARRIED

PERIMETER FRONTAGE

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in Relation to Subdivision Application No. PL2015-055 – 2855 Ashcraft Road, Electoral Area 'E'.

- 15-704 MOVED Director Rogers, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirements for the proposed remainder of Lot 5 in relation to Subdivision Application No. PL2015-055 be approved.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in Relation to Subdivision Application No. PL2015-067 – 2045 Fisher Road, Electoral Area 'F'.

- 15-705 MOVED Director Fell, SECONDED Director Veenhof, that the request to relax the minimum 10% perimeter frontage requirements for Lot 1 District Lot 75 and the Remainder of the District Lot 155 in relation to Subdivision Application No. PL2015-067 be approved.

CARRIED

Request for Relaxation of the Minimum Perimeter Frontage Requirement in Relation to Subdivision Application No. PL2015-112 – Electoral Area 'F'.

- 15-706 MOVED Director Fell, SECONDED Director Young, that the request to relax the minimum perimeter frontage requirement from 80.0 metres to 63.0 metres for proposed Lot 2 in relation to Subdivision Application No. PL2015-112 be approved.

CARRIED

OTHER

Sustainability Review of Regional District of Nanaimo Official Community Plans.

- 15-707 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional District of Nanaimo Board of Directors direct staff to explore policies that enable on-site renewable energy generation as an economic opportunity for residents and businesses in the Regional District of Nanaimo.

CARRIED

- 15-708 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional District of Nanaimo Board of Directors direct staff to explore criteria for evaluating community impacts of renewable energy systems and develop various policy alternatives for future consideration.

CARRIED

- 15-709 MOVED Director Veenhof, SECONDED Director Rogers, that the Regional District of Nanaimo Board of Directors direct staff to consider area-specific climate change mitigation and adaptation measures for inclusion in Official Community Plans through the public consultation process used during future Official Community Plans reviews.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Ministry of Agriculture, re Regulating Agri-Tourism and Farm Retail Sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister’s Bylaw Standards.

- 15-710 MOVED Director Houle, SECONDED Director Veenhof, that the correspondence from the Ministry of Agriculture regarding regulating agri-tourism and farm retail sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister’s Bylaw Standards be referred to the Agricultural Advisory Committee.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, October 13, 2015.

- 15-711 MOVED Director Lefebvre, SECONDED Director Thorpe, that the minutes of the Committee of the Whole meeting held Tuesday, October 13, 2015, be received for information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

Strategic Planning Process.

- 15-712 MOVED Director Houle, SECONDED Director Veenhof, that the Board receive for information the overview report on the Strategic Planning Process Session of July 31, 2015, provided by Paragon Strategic Services Ltd. as attached to the staff report.

CARRIED

- 15-713 MOVED Director Houle, SECONDED Director Veenhof, that the Board adopt the recommended strategic plan process as outlined in the staff report, and direct the Chief Administrative Officer to schedule the sessions as described as soon as practically possible and engage Paragon Strategic Services (Tracey Lorenson) to facilitate the strategic planning process.

CARRIED

CORPORATE SERVICES

WHMIS Policy.

- 15-714 MOVED Director Lefebvre, SECONDED Director Thorpe, that Policy No. A4.2 - WHMIS be converted from a Board Policy to a Chief Administrative Officer Policy and referred to staff.

CARRIED

ADMINISTRATION

Alternative Approval Process to Establish a District 69 Search and Rescue Contribution Service – Bylaw No. 1736.

- 15-715 MOVED Director Westbroek, SECONDED Director Kipp, that "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" be introduced and read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED

15-716 MOVED Director Fell, SECONDED Director Veenhof, that participating area approval is to be obtained for the entire proposed service area.

CARRIED

15-717 MOVED Director Fell, SECONDED Director Westbroek, that the Board establish 4:30 pm on Thursday, February 25, 2016, as the deadline for receiving elector responses for the alternative approval process.

CARRIED

15-718 MOVED Director Fell, SECONDED Director Westbroek, that the Board approve the Elector Response Form as provided in Attachment 2.

CARRIED

15-719 MOVED Director Fell, SECONDED Director Westbroek, that the Board determine the total number of electors to which the approval process applies to be 36,826.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER SERVICES

Bylaws No. 888.06 and 889.71 – Wastewater Service Requisition Amendments.

15-720 MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Southern Community Sewer Local Service Amendment Bylaw No. 888.06, 2015" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.

CARRIED

15-721 MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Northern Community Sewer Local Service Amendment Bylaw No. 889.71, 2015" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.

CARRIED

ADVISORY, SELECT COMMITTEE AND COMMISSION

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

Minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, September 16, 2015.

15-722 MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, September 16, 2015, be received for information.

CARRIED

Electoral Area 'H' Parks and Open Space Advisory Committee.

Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Wednesday, September 16, 2015.

15-723 MOVED Director Veenhof, SECONDED Director Thorpe, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Wednesday, September 16, 2015, be received for information.

CARRIED

Garbage and Recycling Cans at the Lighthouse Community Park Ball Fields.

15-724 MOVED Director Veenhof, SECONDED Director Houle, that staff be directed to initiate efforts to provide two garbage and recycling cans at the Lighthouse Community Park ball fields.

CARRIED

15-725 MOVED Director Veenhof, SECONDED Director Houle, that garbage pickup service for four garbage cans at the Lighthouse Community Park ball fields during the Slo-pitch season be allocated in the 2016 budget.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Guardians of Mid-Island Estuaries Society re Canada Goose Management Strategy.

15-726 MOVED Director Westbroek, SECONDED Director Lefebvre, that staff be directed to work with the regional working group to come up with a strategy to reduce the overabundance of Canada Geese.

CARRIED

NEW BUSINESS

Truth and Reconciliation Commission.

15-727 MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to hold a Board Seminar to examine those recommendations arising from the Truth and Reconciliation Commission that the Regional District of Nanaimo will act on in a meaningful manner, and the Chiefs of Snuneymuxw, Snaw-Naw-As, Qualicum, Stz'uminus and K'ómoks First Nations be invited to attend.

CARRIED

Transit Fares on October 19, 2015.

15-728 MOVED Director Westbroek, SECONDED Director Veenhof, that the Board direct staff to waive daily transit fares on Monday, October 19, 2015, on both the conventional and handyDART systems to assist citizens with travel to voter stations.

CARRIED

Regional District of Nanaimo Strategic Plan.

15-729 MOVED Director Pratt, SECONDED Director McKay, that the Regional District of Nanaimo Board approve a new strategic plan before approving the 2016 budget and the supporting 5 year financial plan.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Transit Select Committee.

Minutes of the Transit Select Committee meeting held Thursday, October 8, 2015.

15-730 MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Thursday, October 8, 2015, be received for information.

CARRIED

Route 15/15A Analysis.

- 15-731 MOVED Director Westbroek, SECONDED Director Veenhof, that the Board Direct staff to retain Route 15 VIU Connector in the Conventional Transit System.
- CARRIED

Free Transit – Election Day.

- 15-732 MOVED Director Westbroek, SECONDED Director Veenhof, that staff prepare a report on the cost analysis of free transit for future election days.
- CARRIED

Solid Waste Management Select Committee.

Minutes of the Solid Waste Management Select Committee meeting held Wednesday, October 7, 2015.

- 15-733 MOVED Director McPherson, SECONDED Director Kipp, that the minutes of the Solid Waste Management Select Committee meeting held Wednesday, October 7, 2015, be received for information.
- CARRIED

Northern Community Economic Development Select Committee.

Minutes of the Northern Community Economic Development Select Committee meeting held Monday, October 19, 2015.

- 15-734 MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held Monday, October 19, 2015, be received for information.
- CARRIED

Northern Community Economic Development Program – Fall 2015 Proposals.

- 15-735 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Website and Mobile Responsive Design Project – Qualicum Beach Downtown Business Association be awarded full funding in the amount of \$5,510.25.
- CARRIED
- 15-736 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Vision 2020 Market Development Roadmap project – Qualicum Beach Community Education and Wellness Society be awarded full funding in the amount of \$6,000.00.
- CARRIED

ADMINISTRATOR’S REPORTS

Regional District of Nanaimo – Operational and Efficiency Review (OER) Final Report.

- 15-737 MOVED Director McPherson, SECONDED Director McKay, that the Board receive for information the final report of the Operational and Efficiency Review as outlined and attached to the staff report.
- CARRIED
- 15-738 MOVED Director McPherson, SECONDED Director McKay, that the Board refer the final report of the Operational and Efficiency Review to the Board's strategic and budget/financial planning processes.
- CARRIED

Zoning Amendment Application No. PL2015-062 – 921/925 Fairdowne Road, Electoral Area 'F' – Bylaw 1285.25, 2015 – Third Reading.

15-739 MOVED Director Fell, SECONDED Director Veenhof, that the report of the Public Hearing held on October 15, 2015, for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be received.

CARRIED

15-740 MOVED Director Fell, SECONDED Director Veenhof, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be read a third time.

CARRIED

To Introduce Amendment Bylaw No. 1216.04.

15-741 MOVED Director Kipp, SECONDED Director Hong, that "City of Nanaimo Municipal Benefiting Area Amendment Bylaw No. 1216.04, 2015" be introduced and read three times.

CARRIED

Comments on Proposed Policies under the BC Water Sustainability Act.

15-742 MOVED Director Kipp, SECONDED Director Lefebvre, that the Board direct staff to submit the attached Regional District of Nanaimo Submission Re: Proposed Policies under the *Water Sustainability Act* 2015, as amended, to the Ministry of Environment.

CARRIED

Amendment to Regional Growth Strategy Bylaw No. 1615.

15-743 MOVED Director Veenhof, SECONDED Director Lefebvre, that a review of the Regional Growth Strategy be initiated that considers the criteria for a minor amendment.

CARRIED

15-744 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Consultation Plan provided as Attachment 1 to this report be adopted.

CARRIED

Meadowood Community Recreation Centre Tender Award 2015.

15-745 MOVED Director Fell, SECONDED Director Rogers, that the Regional District of Nanaimo not enter into a construction contract for the repurposing of modular portable classrooms into the Meadowood Community and move the portables to a storage site pending staff providing costs of alternative construction for a community centre.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Nanaimo Search and Rescue.

15-746 MOVED Director Haime, SECONDED Director Thorpe, that staff be directed to review and renew the agreement with Nanaimo Search and Rescue Society for a future term of five years.

CARRIED

Nanaimo Marine Rescue Society.

- 15-747 MOVED Director Haime, SECONDED Director Thorpe, that staff be directed to bring forward the additional funding request from the Nanaimo Marine Rescue Society to the 2016 budget process, and that staff review and renew the agreement with Nanaimo Marine Rescue Society for a future term of five years, including within the agreement funding identified in the 2016-2020 Financial Plan.
- CARRIED

Access to Historic, Public Travelled Roads.

- 15-748 MOVED Director Westbroek, SECONDED Director Haime, that staff be directed to prepare a report on the status of public trail use on the former Morden Colliery Rail Corridor between Hemer Provincial Park and Boat Harbour and to meet with the Ministry of Transportation and Infrastructure on the matter.
- CARRIED

Gabriola – Rollo Centre.

- 15-749 MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to complete an agreement with the Gabriola Senior Citizens Association for funding up to \$5,355 from the Community Works Fund Electoral Area 'B' allocation towards costs of the renovations to the Rollo Centre.
- CARRIED

Request for Support for an Application under the Build Canada Fund.

- 15-750 MOVED Director Houle, SECONDED Director Kipp, that staff be directed to contact Jack Ferrero for more information on his proposal.
- CARRIED

Nanaimo RCMP – Nanaimo Police-Based Victim Services.

- 15-751 MOVED Director Haime, SECONDED Director Kipp, that staff be directed to bring forward the request for \$2,500 in additional funding from the Nanaimo Victim Services group to the 2016 budget process.
- CARRIED

IN CAMERA

- 15-752 MOVED Director Houle, SECONDED Director Veenhof, that pursuant to Sections 90 (1) (c), (e), and (i), and 90 (2) (d) of the *Community Charter* the Board proceed to an In Camera Meeting, for discussions related to labour relations, land acquisitions, solicitor-client privilege, and third-party business interests.
- CARRIED

TIME: 9:10 PM

RISE AND REPORT

Conversion of Temporary Positions to Permanent.

- 15-753 MOVED Director McKay, SECONDED Director Houle, that the four temporary positions identified in this report be converted to permanent.
- CARRIED

Contract Revision with Nanaimo Organic Waste.

- 15-754 MOVED Director Houle, SECONDED Director Thorpe, that the Board direct staff to proceed with contract revisions with Nanaimo Organic Waste (NOW) to reflect a payment rate starting November 1, 2014, based on \$122.00 per tonne for food waste and \$45 per tonne for yard & garden waste and include an annual increase of 2%.

CARRIED

Intergovernmental Liaison Position.

- 15-755 MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the conversion of the permanent part-time Intergovernmental Liaison position to a permanent full-time Intergovernmental Liaison position for 2016.

CARRIED

ADJOURNMENT

MOVED Director McKay, SECONDED Director Haime, that this meeting be adjourned.

CARRIED

TIME: 9:39 PM

CHAIRPERSON

CORPORATE OFFICER