

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, JULY 14, 2015

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

5 **Chief David Bob, Snaw Naw As**, re Treaty Agreement in Principle.

6 **Megan Olsen**, re New Developments for the Huge Mess on Little Mountain.

MINUTES

7-16 Minutes of the Regular Committee of the Whole meeting held Tuesday, June 9, 2015.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

17 **Robert Meyer**, re Funding request for playground at Rollo/McClay Park.

18-20 **Sav Dhaliwal, UBCM**, re 2015 Resolutions.

21-22 **Neil & Lillian Varcoe**, re Stone Quarry on Valdes Island.

STRATEGIC AND COMMUNITY DEVELOPMENT

23-41 Oceanside Health and Wellness Network Coordinator Contract.

42-63 Amendment to Regional Growth Strategy Bylaw No. 1615.

REGIONAL AND COMMUNITY UTILITIES

- 64-65 To appoint the Deputy Sewage Control Manager.
- 66-67 Subject Matter Expert for Secondary Treatment Design at the Greater Nanaimo Pollution Control Centre.
- 68-112 Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418.

ADVISORY AND SELECT COMMITTEE, AND COMMISSION

Electoral Area 'H' Parks and Open Space Advisory Committee

- 113-114 Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Wednesday, May 20, 2015.

Electoral Area 'E' Parks and Open Space Advisory Committee

- 115-117 Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, May 27, 2015.

Electoral Area 'B' Parks and Open Space Advisory Committee

- 118-121 Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, June 2, 2015.

122-128 Cox Community Park Signage

That the RDN proceed with the Cox Community Park internal directional signage proposed by GALTT funded through the 2015 Electoral Area 'B' Community Park budget for Cox Community Park and to allocate funding in the 2016 Budget for the 'Welcome' sign and two benches for the park.

Davidson Bay Parking Lot Upgrade

That the RDN not proceed with the Davidson Bay Parking Lot upgrade project.

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

129-133 Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, June 17, 2015.

Cedar Plaza Kiosk Update

That staff proceed with the tipple/headframe concept and design for the Cedar Plaza Kiosk project.

Water Access Priority Development Sites Update

1. *That staff be directed to commence in 2015 the concept, design and permitting of the A-20 beach access in Electoral Area 'A' and allocate project's costs in the 2016 budget.*
2. *That the property boundaries at A-18 beach access at Headland Rd be verified.*

134-148

Lease and Site Licence Agreement with Cedar School & Community Enhancement Society

That staff be directed to approach the Cedar School and Community Enhancement Society and extend the current Lease and Site Licence Agreement between the Regional District of Nanaimo and the Cedar School and Community Enhancement Society which is due to expire December 31, 2015 for one year term to December 31, 2016.

Arts and Culture Review

That staff be directed to investigate and report on what synergies could be brought together between Recreation and Arts in Electoral Area 'A'.

District 69 Recreation Commission

149-151 Minutes of the District 69 Recreation Commission meeting held Thursday, June 18, 2015 (For Information).

152-153

Hockey Canada VITSC Bid 2016 U18 Women's Hockey Champ. Report – June 2015

That the Regional District of Nanaimo no longer pursue hosting the 2016 National Women's U18 Ice Hockey Championships.

Agricultural Advisory Committee

154-156

Minutes of the Agricultural Advisory Committee meeting held Friday, July 3, 2015.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

**NEW BUSINESS
IN CAMERA**

That pursuant to Sections 90(1)(e) of the Community Charter the Committee proceed to an In Camera Meeting for discussions related to land acquisition.

ADJOURNMENT

Re: Agreement in Principle for the Te'Mexw Treaty

From: Rogers, Bob

Sent: Thursday, July 02, 2015 8:52 PM

To: Stanhope, Joe; Joe Stanhope; Colin Haime; Thorkelsson, Paul; Harrison, Joan; Hill, Jacquie

Subject: Treaty Agreement in Principle

Joe,

You will remember that I had invited Chief Bob to appear at one of our Regular RDN Board meetings following the signing ceremony in Victoria of the Agreement in Principle for the Te'Mexw Treaty. Chief Bob regretted that he was not well enough at that time to attend. I met with Chief Bob on June 29th on other matters and re-extended the invitation to attend and address the Board at the start of our July 28th Regular meeting. Chief Bob will be pleased to make a presentation regarding the Treaty. He is pleased that there have been three meetings of the full table since the signing of the AIP.

Accordingly, please schedule Chief Bob to make his presentation and have the treaty progress recognized at the start of the July 28th meeting.

Thank you,

Bob

Bob Rogers

Director, Area E, Nanoose Bay

Re New Developments for the Huge Mess on Little Mountain

From: Megan Olsen

Sent: Tuesday, June 23, 2015 11:35 AM

Subject: Speaking at RDN Meeting (follow up on Little Mountain) – July 14 CoW

I would like to request time to speak at RDN meeting in July. I will be working on follow up presentation and new developments for the huge mess on Little Mountain. Please let me know when and where. Thank you

Megan Olsen

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JUNE 9, 2015 AT 7:04 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 B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Alternate	
Director D. Brennan	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director W. Pratt	City of Nanaimo
Director B. Yoachim	City of Nanaimo

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
M. O'Halloran	A/Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and welcomed Alternate Director Brennan to the meeting.

DELEGATIONS

Lisa Holloway, Island Health, re Provision of Coordination and Development Services for the Oceanside Health and Wellness Network.

Ronada Sutherland provided a brief overview of the Oceanside Health and Wellness Network and asked the Board to be the fiscal host for the next three years and hold the contract for the coordinator position.

COMMITTEE OF THE WHOLE MINUTES

Minutes of the Committee of the Whole meeting held Tuesday, May 12, 2015.

MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Committee of the Whole meeting held May 12, 2015, be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Christy Clark, BC Premier, re Meetings at 2015 UBCM Convention.

MOVED Director Brennan, SECONDED Director Westbroek, that the correspondence received from Christy Clark, BC Premier, regarding meetings at the 2015 Union of BC Municipalities Convention be received.

CARRIED

Sav Dhaliwal, UBCM President, re 2014 Resolutions.

MOVED Director Brennan, SECONDED Director Westbroek, that the correspondence received from Sav Dhaliwal, Union of BC Municipalities President, regarding 2014 Resolutions be received.

CARRIED

Kelly Olson, re Proposed Cell Tower at 1421 Sunrise Drive, Electoral Area 'G'.

MOVED Director Brennan, SECONDED Director Westbroek, that the correspondence received from Kelly Olson, regarding the proposed cell tower at 1421 Sunrise Drive, Electoral Area 'G' be received.

CARRIED

Rollie Koop, School District 69, re Three Lots (20, 21 and 22) – Former Errington Elementary School Site on Grafton Avenue.

MOVED Director Brennan, SECONDED Director Westbroek, that the correspondence received from Rollie Koop, School District 69, regarding three lots (20, 21, and 22) – former Errington Elementary School site on Grafton Avenue be received.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

Engineering Services – Bowser Village Centre Wastewater Service: Collection, Treatment, and Disposal Project.

MOVED Director Veenhof, SECONDED Director Haime, that the Board award the engineering for detailed design services for the Bowser Village Centre Wastewater Service: Collection, Treatment and Disposal Project to Stantec Consulting Ltd. for \$299,561.

CARRIED

Water System Transfer Agreement Amendments – Maz-Can Investments Ltd. – Lot 3, District Lot 67, Nanoose District, Plan 29941.

MOVED Director Rogers, SECONDED Director Veenhof, that the Board authorize amendments to the Water System Transfer Agreement with Maz-Can Investments Ltd. for Lot 3, District Lot 67, Nanoose District, Plan 29941.

CARRIED

FINANCE

Report on the Use of Development Cost Charges in 2014 and to Authorize the Expenditure of Development Cost Charge Funds in 2015 – Bylaws 1727 and 1728.

MOVED Director Lefebvre, SECONDED Director Rogers, that the report on Development Cost Charges used in 2014 provided under Section 937.01 of the *Local Government Act* be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Rogers, that "Nanoose Bay Bulk Water Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1727, 2015" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Rogers, that "Nanoose Bay Bulk Water Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1727, 2015" be adopted.

CARRIED

MOVED Director Lefebvre, SECONDED Director Rogers, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1728, 2015" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Rogers, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1728, 2015" be adopted.

CARRIED

Operating Results for the Period ending March 31, 2015.

MOVED Director Veenhof, SECONDED Director Westbroek, that the summary report of financial results from operations to March 31, 2015 be received for information.

CARRIED

2014 Annual Financial Report (Audited Financial Statements), Board and Committee Member Remuneration / Expenses and Statement of Financial Information.

MOVED Director Veenhof, SECONDED Director Lefebvre, that the 2014 Annual Financial Report, Statement of Board and Committee Members Expenses and Remuneration and the Statement of Financial Information be received and approved as presented.

CARRIED

RDN Support Structure for Fire Service Areas.

MOVED Director Veenhof, SECONDED Director Thorpe, that staff be directed to engage a consultant with Playbook and rural fire service experience to work directly with fire departments to review the Regional District of Nanaimo's support structure for fire services; to develop a process to ensure compliance with the Structure Firefighters Competency and Training Playbook and to provide recommendations to the Regional District of Nanaimo Board to meet its statutory requirements for the effective delivery of fire services in the Regional District.

CARRIED

MOVED Director Veenhof, SECONDED Director Thorpe, that staff be directed to fund the work of the fire services consultant from the Electoral Areas Feasibility Reserve and from the Provincial Basic Grant up to \$52,000 in 2015 with additional funding to be provided through the 2016 -2020 Financial Plan process.

CARRIED

TRANSPORTATION AND SOLID WASTE

TRANSIT

Route 15A VIU Connector (Jingle Pot) Service Review.

MOVED Director Young, SECONDED Director Hong, that this item be referred back to the Transit Select Committee.

CARRIED

ADVISORY AND SELECT COMMITTEE, AND COMMISSION

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

Minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 11, 2015.

MOVED Director Fell, SECONDED Director Haime, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 11, 2015, be received for information.

CARRIED

Grants-in-Aid Advisory Committee.

Minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, May 20, 2015.

MOVED Director Young, SECONDED Director Veenhof, that the minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, May 20, 2015, be received for information.

CARRIED

District 68.

MOVED Director Young, SECONDED Director Houle, that the Grants-in-Aid funds for District 68 be awarded as follows:

Gabriola Arts Council – 7th Annual Gabriola Theatre Festival lighting rental	\$ 900.00
People for a Healthy Community on Gabriola Society – Transportation assistance	\$ 800.00
Gabriola Land & Trails Trust – Purchase of bobcat loader and trailer	\$ 0.00
Gabriola Softball Association – Towards the purchase of a fiber base for a playground at Rollo McClay Park	\$ 1,250.00
Scouts Canada 1st Gabriola Scouts Group – Planning library books for Beavers and Cubs	\$ 741.30
Tozan Cultural Society – Construction of wood-fired kiln, repairs to firing chamber of the Tozan kiln, and building an extension on the kiln shed	\$ 0.00
Total	\$ 3,691.30

CARRIED

MOVED Director Young, SECONDED Director Lefebvre, that the remaining District 68 funds in the amount of \$1417.03 be carried forward to the 2015 Fall Grants-in-Aid budget.

CARRIED

District 69.

MOVED Director Young, SECONDED Director Lefebvre, that the Grants-in-Aid funds for District 69 be awarded as follows:

Communities to Protect Our Coast – Subsidy for 10 tables for exhibitors at Flourishing in a Green Economy Tradeshow	\$ 0.00
Corcan-Meadowood Residents Association – Purchase of two sets of two Motorola waterproof GMRS 56 km radios	\$ 313.57
Errington Preschool Parents Society – Purchase of children’s songbooks, small percussion instruments, nutritional guides for early childhood, and books for the yearly workshop	\$ 845.00
Lighthouse Community Centre Society – Highway sign production	\$ 2,999.11
Oceanside Building Learning Together Society – Motion lights and security cameras for Storybook Village	\$ 1,724.00
Qualicum Bay Lions Club – Roof repairs	\$ 5,000.00
Total	\$ 10,881.68

CARRIED

MOVED Director Young, SECONDED Director Haime, that the remaining District 69 funds in the amount of \$2,071.19, be carried forward to the 2015 Fall Grants-in-Aid budget.

CARRIED

Transit Select Committee.

Minutes of the Transit Select Committee meeting held Thursday, May 21, 2015.

MOVED Director Westbroek, SECONDED Director Veenhof, that the minutes of the Transit Select Committee meeting held Thursday, May 21, 2015, be received for information.

CARRIED

2015-2016 Conventional and Custom Annual Operating Agreement – Regional District of Nanaimo / BC Transit.

MOVED Director Westbroek, SECONDED Director Lefebvre, that the 2015-2016 Conventional and Custom Annual Operating Agreement (AOA) with BC Transit be approved.

CARRIED

District 69 Recreation Commission.

Minutes of the District 69 Recreation Commission meeting held Thursday, May 21, 2015.

MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held Thursday, May 21, 2015, be received for information.

CARRIED

Grant Approvals.

MOVED Director Veenhof, SECONDED Director Thorpe, that the following District 69 Youth Recreation Grant applications be approved:

Arrowsmith Community Recreation Association – Youth sports program	\$ 1,500.00
Bard to Broadway – Performing Arts Education Series	\$ 2,225.00
Bard to Broadway – Summer Youth Theatre Workshop	\$ 955.00
Kwalikum Secondary School – Dry Grad	\$ 1,200.00
District 69 Family Resource Association – Youth drop-in swim passes	\$ 1,673.00
District 69 Family Resource Association – 4-days summer camp activity	\$ 422.00
Parksville and District Rock and Gem Club – Equipment	\$1,500.00
Ravensong Breakers Aquatic Club – Equipment	\$ 2,500.00
Oceanside BMX – Starting gate repairs	\$ 2,500.00
Total	\$14,495.00

CARRIED

MOVED Director Veenhof, SECONDED Director Thorpe, that the following District 69 Community Recreation Grant applications be approved:

Bow Horne Bay Community Club – Fall Fair children’s activity	\$2,500.00
Errington Cooperative Preschool – Equipment	\$ 2,500.00
Family Resource Association – Special Needs Family Retreat	\$1,500.00
Oceanside Building Learning Together Society – equipment, supplies for expansion	\$ 1,500.00
Oceanside Community Arts Council – Program supplies	\$ 2,000.00
Parksville Curling Club – Light tube replacement	\$ 2,200.00
Qualicum and District Curling Club – Ice scraper replacement	\$2,500.00
Vancouver Island Opera – Facility rental, print costs	\$ 2,000.00
Total	\$ 16,700.00

CARRIED

Rubberized Track Surface at Ballenas Secondary School.

MOVED Director Veenhof, SECONDED Director Thorpe, that as part of the 2016 District 69 Recreation Services Master Plan development, a needs assessment for an outdoor multi-sport complex be conducted prior to further development of a track complex.

CARRIED

Business Arising From Delegations or Communications.

MOVED Director Veenhof, SECONDED Director Thorpe, that in 2015, staff explore partnerships with the Town of Qualicum Beach, City of Parksville, School District 69, local sports associations, community service organizations and businesses to determine the interest level in funding and operating an outdoor multi-sports complex in District 69.

CARRIED

EXTERNAL BOARDS

Arrowsmith Water Service Management Board.

Minutes of the Arrowsmith Water Service Management Board meeting held Thursday, May 7, 2015.

MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Arrowsmith Water Service Management Board meeting held Thursday, May 7, 2015, be received for information.

CARRIED

Arrowsmith Water Service 2015-2019 Financial Plan.

MOVED Director Lefebvre, SECONDED Director Houle, that the Arrowsmith Water Service 2015-2019 Financial plan be adopted.

CARRIED

Englishman River Water Service Management Board.

Minutes of the Englishman River Water Service Management Board meeting held Thursday, May 7, 2015.

MOVED Director Rogers, SECONDED Director Lefebvre, that the minutes of the Englishman River Water Service Management Board meeting held Thursday, May 7, 2015, be received for information.

CARRIED

Englishman River Water Service 2015-2019 Financial Plan.

MOVED Director Rogers, SECONDED Director Lefebvre, that the Englishman River Water Service 2015-2019 Financial Plan be adopted.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Provision of Coordination and Development Services for the Oceanside Health and Wellness Network.

MOVED Director McKay, SECONDED Director Brennan, that the Committee of the Whole request staff to meet with the Oceanside Health and Wellness Network and Island Health to explore becoming the host for the contracting of a coordinator position.

CARRIED

Proposed Cell Tower at 1421 Sunrise Drive, Electoral Area 'G'.

MOVED Director Fell, SECONDED Director Houle, that the Board consider withdrawing concurrence for the proposed cell tower at 1421 Sunrise Drive, Electoral Area 'G'.

Pursuant to Section 27(4)(a) of Board Procedure Bylaw No. 1512, this motion is not eligible for reconsideration as action had already been taken by Regional District staff.

NEW BUSINESS

Island Corridor Foundation.

MOVED Director Fell, SECONDED Director Lefebvre, that the Island Corridor Foundation be requested to provide to the Regional District of Nanaimo, the text of the pending agreement between the Island Corridor Foundation and Southern Railway of Vancouver Island so that the Regional District of Nanaimo may ensure that there are no unacceptable entanglements, conditions, commitments or liabilities that might descend to the Regional District of Nanaimo should the member-owners of the Island Corridor Foundation decide to change the structure, status or mission of the Island Corridor Foundation.

CARRIED

Management of Port Alberni Subdivision.

This item was withdrawn.

Electoral Area 'B' Transit Service.

MOVED Director Houle, SECONDED Director Veenhof, that the Board direct staff to investigate options for transit service (outside of the Regional District of Nanaimo's and BC Transit's Annual Operating Agreement) to be implemented in Electoral Area 'B'.

CARRIED

First Nations Art Installation Project.

At the June 9, 2015 Committee of the Whole meeting, Director Houle advised that he would be bringing the following motions to the June 23, 2015, Board agenda:

That staff be directed to investigate the opportunity for the development of a collaborative art installation project at the Regional District of Nanaimo involving Vancouver Island University, Snuneymuxw First Nation, Snaw-Naw-as First Nation and Qualicum First Nation to commemorate the 150th Birthday of Canada, the 50th Birthday of the Regional District of Nanaimo and the important relationship between the Regional District of Nanaimo, Vancouver Island University and the First Nations of this Region and;

That the Regional District of Nanaimo Board support an application under the Canada 150 Fund for matching Federal funds to the \$30,000 allocated by the Board in the 2016 Regional District of Nanaimo Budget for the First Nations Art Installation Project for this initiative.

IN CAMERA

MOVED Director Westbroek, SECONDED Director Young, that pursuant to Sections 90(1) (g), (i), and (k) of the *Community Charter* the Committee proceed to an In Camera Meeting for discussions related to litigation, solicitor-client privilege, and the proposed provision of municipal services.

CARRIED

TIME: 8:10 PM

ADJOURNMENT

MOVED Director Veenhof, SECONDED Director Young, that this meeting be adjourned.

CARRIED

TIME: 8:49 PM

CHAIRPERSON

CORPORATE OFFICER

From: Bob Meyer <bobmeyer@rolo.com>
To: Houle, Howard
Sent: Tuesday, June 30, 2015 10:17 AM
Subject: Rollo/McClay playground.

Hello Howard.

The Gabriola Softball Association has been working in concert with yourself, Elaine McCullough, and Jonathan Lobb in trying to install a playground at Rollo/McClay Park. We have done fundraising over the past two years, and have \$7,750 dedicated to the project. The Lions Club has contributed another \$2,000. The Gabriola Recreation Society has given us a grant for \$1,000, and The RDN has awarded us a grant for \$1,250. We would like to request matching funding from the area B community works fund totalling \$12,000. The Gabriola Softball Association would install the facility, under the guidance of, and with final approval from Elaine McCullough and Jonathan Lobb. If possible, we would like to install the playground in September, 2015.

Thank you for this consideration.

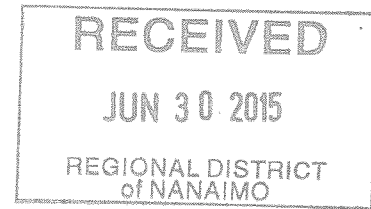
Sincerely,

Robert Meyer.

President of the Gabriola Softball Association.

June 22, 2015

Chair Joe Stanhope
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2



Dear Chair Stanhope:

Re: 2015 Resolutions

UBCM is in receipt of the attached resolution(s) endorsed by your Board.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2015 UBCM Convention in September.

Please feel free to contact Reiko Tagami, Information & Resolutions Coordinator, if you have any questions about this process.

Tel: 604.270.8226 ext. 115 Email: rtagami@ubcm.ca

Sincerely,

A handwritten signature in black ink that reads "Sav Dhaliwal".

Councillor Sav Dhaliwal
President

Enclosure

REGIONAL DISTRICT CHARTER

Nanaimo RD

WHEREAS the Final Report from the Regional District Task Force entitled “Enhancing the Tools for Problem Solving in Regions” was presented to the members of the Union of BC Municipalities (UBCM) and to the Province in January 2010;

AND WHEREAS one of the recommendations of the Task Force was “that the Province consider the Task Force consultation finding that a number of RD elected officials are requesting an “RD Charter””:

THEREFORE BE IT RESOLVED that the Province be urged to continue the work started with the enactment of the *Community Charter* and proceed with a full review of regional district legislation with a goal to enact a Regional District Charter or incorporate regional district legislation fully within the *Community Charter*.

LAND TITLE FEES

Nanaimo RD

WHEREAS local governments rely on land title records and survey plans from the Land Title and Survey Authority of BC (LTSA) in their day to day operations beyond those searches conducted for assessment or taxation purposes;

AND WHEREAS the *Land Title Act* limits the fee exemption to land title register searches conducted for taxation and assessment purposes only, resulting in significant additional costs to local governments:

THEREFORE BE IT RESOLVED that UBCM urge the Province to amend the *Land Title Act* to expand the purposes under which a local government can search the records of the land title office without charge.

From: vortac
Date: July 6, 2015 at 10:34:32 AM PDT
To: Howard Houle
Subject: Stone Quarry on Valdes Island

Dear Howard:
This letter is for your information
L.M. Varcoe

OPEN LETTER to: Islands Trust, Gabriola Sounder, Nanaimo Regional District, Lyacksun First Nations, Aboriginal Affairs and Northern Development Canada, Parks Canada, BC Parks, Environment Canada, Health Canada, Natural Resources Canada, Fisheries and Oceans Canada, Council of BC Yacht Clubs.

Dear Concerned Parties:

Re: Stone Quarry on Valdes Island - Lyackson Indian Reserve No.3

I understand that permission for operation of this sandstone quarry was granted in 2012 by the Aboriginal and Northern Development Canada (BC region). I also understand that other government department were consulted, such as, Parks Canada, Environment Canada, Health Canada, Natural Resources Canada, and Fisheries and Oceans Canada. It appears no local agencies were consulted. Islands Trust might have been considered since 1974 Islands Trust is empowered to “preserve and protect” the Trust Area and its unique amenities and environment in cooperation with others.”

There was no environment assessment. There was no consultation with nearby residents. Nevertheless, permission was granted on the grounds that, “Our department determined that the quarry was not likely to cause significant adverse environmental effects,” said Hazel Desharnais, Communications Officer for AANDA as reported in a February 2015 article in the Gabriola Sounder.

Since then, however, adverse effects have been significant enough to justify the shutting down of the quarry during the 2015 summer months for the eagle-nesting season.

So what kind of adverse effects are there from an operating stone quarry?

There is blasting - booming, percussive explosions that send pressure waves unimpeded by obstruction and amplified by skimming across the water to anyone within 3 or 4 miles. But not only is blasting a molestation; the continuous high-pitched whine of rock drilling - comparable to fingernails across a blackboard - is equally beyond endurance.

Who is impacted by this noise - apart from the animals and birds who flee when there's a sudden boom - are the residents of DeCourcy Island, and Ruxton Island, who are directly across from the quarry, line of sight, less than 1 1/2 miles away. Mudge Island and even Gabriola Island, who are over 3 miles away, still hear enough noise that there have been complaints. While the residents of the islands are affected the most, the year around tourist industry will also suffer.

There are three Provincial Parks less than 2-miles from the granite quarry. The safest anchorage and most popular is Pirates Cove Provincial Marine Park on DeCourcy Island, on Pylades Channel, directly across from the quarry. The park is a paragon to the Provincial Park mandate: “dedicated to the protection of natural environments for the inspiration, use and enjoyment of the public.” There are campsites, picnic tables, two expensive aluminum dinghy docks and a sheltered anchorage capable of holding up to 45 transient yachts.

When the blasting and whining drill from across the bay jolts park visitors, all the effort to provide public enjoyment will be wasted.

As local full-time residents we cannot just pack up and leave. We are stuck bearing the onslaught of direct like-of-sight quarry noise and left with some perplexing questions: a) why was there no public consultation required before this stone quarry was approved, and b) why is it that no governing agency seems aware that the peaceful habitation of a large portion of Gulf Island residents are having their lawful right to the quiet use and enjoyment of her or her land interfered with, let alone a discussion of concurrent property devaluation.

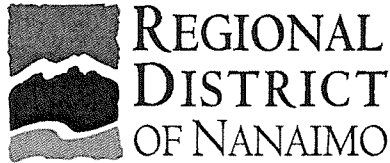
Another question that arises is a Nanaimo Noise Bylaw for Electoral Area “B” that encompasses DeCourcy , Mudge and Gabriola Islands, but for some reason the bylaw is restricted to Gabriola only. Surely those taxpayers living on other the islands within Electoral Area B deserve the same right of peaceful habitation.

The most perplexing question of all is: why is Islands Trust is not addressing this not so thin-edge-of-a- wedge stone quarry into an area where their mandate of “preserve and protect” is being thwarted.

The final worry is that Hardy Island Granite Quarries Ltd. has applied for a commercial water lease on Pylades Channel so that they can barge their stone off island. Obviously, they are planning on a long-term operation...with long-term consequences.

Yours truly,
Neil & Lillian Varcoe

Without Prejudice
E & OE



RDN REPORT	
CAO APPROVAL PH	
EAP	
COW	✓
JUN 3 0 2015	
RHD	
BOARD	

STAFF REPORT

TO: Paul Thompson
Manager of Long Range Planning

DATE: June 17, 2015

FROM: Courtney Simpson
Senior Planner

MEETING: COW July 14, 2015

FILE: 4940 20 OHWN

SUBJECT: Oceanside Health and Wellness Network Coordinator Contract

RECOMMENDATION

That staff proceed with hiring a contract coordinator for the Oceanside Health and Wellness Network using funds provided by Island Health.

PURPOSE

To report on discussion with the Oceanside Health and Wellness Network (OHWN) and Island Health regarding the Regional District of Nanaimo (RDN) managing the contract and disbursing Island Health funding for a coordinator position.

BACKGROUND

On August 27, 2013, the Board resolved to endorse the concept of a Community Health Network in Oceanside. Since then, elected representatives and RDN staff have participated in the newly formed OHWN.

Island Health has led the establishment of OHWN as part of their program to fund and launch community based health networks throughout the region. The vision of OHWN is:

“to respectfully work together to advance the health and wellbeing of the population of Oceanside through addressing those factors that influence health and other complex issues that groups cannot effectively address on their own, and speak as one voice on these issues.”

The current three top priorities of OHWN are: affordable housing, transportation, and hungry kids.

The structure of OHWN includes leadership of two co-conveners, one Island Health facilitator, and one new, vacant coordinator position for which Island Health is seeking RDN partnership. The broader membership in the OHWN “Circle of Partners” includes representatives from a variety of organizations such as local government, First Nations, the school district, and numerous health care providers.

In early 2015, a Memorandum of Understanding (MoU) was developed for the RDN to hold and disburse \$15,000 seed funding provided by Island Health. Island Health has recently approved \$90,000 additional funds to support the contracting of a part time coordinator over three years who will conduct a range of duties in support of the network.

On June 9, 2015, after hearing a delegation from Island Health requesting that the RDN hold the funds and contract for the coordinator position, the Committee of the Whole passed the following resolution:

That the Committee of the Whole request staff to meet with the Oceanside Health and Wellness Network and Island Health to explore becoming the host for the contracting of a coordinator position.

Staff has been working with Island Health and OHWN to finalize the coordinator description of position (Attachment 1), request for proposal, and job ad documents. There will be a contract in place between the RDN and Island Health regarding holding and dispersing the \$90,000 over three years for the coordinator position. The coordinator will be hired under a one-year contract with option for renewal, at a cost of \$30,000 each year. This proposed relationship between RDN, Island Health and OHWN is consistent with how community health networks have been established in other regional districts on Vancouver Island.

This funding is not directly related to the \$470,000 received from Island Health in 2011 and 2012 for raising capacity to end homelessness. These funds were dispersed between 2011 and 2014 to the City of Nanaimo on behalf of the Nanaimo Working Group on Homelessness and the Society of Organized Services (SOS) on behalf of the Oceanside Task Force on Homelessness. This funding source will not be replenished. As a possible way to address the potential loss of funding for programs and projects to address homelessness in School District 69 the RDN Board adopted the following resolution at its June, 2014 meeting:

"that staff be directed to prepare a report for the Board that examines holding a referendum during the next election to create a District 69 service area that supports minor funding for serious social issues."

The above resolution will be addressed in a separate report, and staff will seek ways to join the two Oceanside initiatives for administrative and operational efficiency.

ALTERNATIVES

1. Staff proceed with hiring a contract coordinator for the Oceanside Health and Wellness Network using the funds provided by Island Health.
2. Staff not proceed with hiring a contract coordinator for the Oceanside Health and Wellness Network.

FINANCIAL IMPLICATIONS

There will be no direct cost to the RDN as the \$30,000 coordinator contract cost will be fully covered by the funds from Island Health. The coordinator will provide their own office space and equipment.

RDN staff time will be spent on reviewing the contract between Island Health and the RDN, and preparing the contract with the successful proponent. RDN staff will sit on the selection committee for the coordinator position in partnership with Island Health and OHWN. Review of contractor invoices and deliverables will be primarily done by OHWN and RDN staff will maintain an oversight role.

Administration of this initiative has moved to the Long Range Planning department from Parks and Recreation given the related Board direction to examine creating a School District 69 service area that supports minor funding for serious social issues.

Liability to the RDN is addressed through the standard terms of contract that will be as per *Board Policy A2.8* that require the contractor to meet legal requirements of being an independent contractor including holding liability insurance and coverage from Worksafe BC. There will be a separate contract between the RDN and Island Health regarding the use of the \$90,000 over three years for the coordinator position, and outlining roles and responsibilities.

INTER-GOVERNMENTAL IMPLICATIONS

The Oceanside Region covered by OHWN is geographically aligned with School District 69, which includes the municipalities of Parksville and Qualicum Beach. Representatives from the municipalities are also members of the OHWN Circle of Partners.

The RDN will be working with Island Health to assist in implementing a provincially – led and funded program to establish community-based health networks.

Ongoing staff participation in the Circle of Partners is independent of the RDN's involvement in hiring a coordinator, and will continue regardless of Board direction resulting from this report.

STRATEGIC PLAN IMPLICATIONS

This project is consistent with the RDN Board Strategic Plan 2013-2015 as detailed below:

Vision

The Board's vision for the RDN to year 2050 includes statements about environment, society and economy, and includes the following relevant to this initiative: "...*The region's population is healthy, and healthcare services and facilities are available when needed...*" (page 12).

Regional Collaboration

One of the strategic priorities is regional collaboration. The following objectives under this section are relevant to this initiative:

- *To encourage regional dialogue on topics affecting all residents, including housing, transportation, employment, water supply, waste management, among others;*
- *To engage residents in problem-solving to generate ideas and to understand needs; and*

- To recognize the importance of social inclusion and social equality in working toward regional resilience. (page 19)

Strategic and Community Development Strategic Goals and Actions

The three focus areas of OHWN are affordable housing, transportation, and hungry kids. This focus of OHWN will work towards Goal 3 of strategic and community development, to “Increase affordable, adaptable housing to support all members of a community”. Action “d” will be directly advanced through this initiative:

- d) Work with VIHA, member municipalities and other non-profit organizations to establish partnerships and build capacity to address homelessness in the region. (page 25)

SUMMARY/CONCLUSIONS

In 2013 the Board resolved to endorse the concept of a Community Health Network in Oceanside, which has now been established as the Oceanside Health and Wellness Network (OHWN). To date, Island Health staff has been coordinating this group with participation from RDN staff in the Circle of Partners.

Island Health has now allocated \$90,000 over three years to hire a contract coordinator, in addition to the \$15,000 allocated earlier in 2015 for administration costs of OHWN. Island Health requests that the RDN manage the contract and disburse the funds for the contract coordinator. This is consistent with how community health networks have been established in other regional districts on Vancouver Island. Ongoing staff participation in the Circle of Partners is independent of the RDN’s involvement in hiring a coordinator, and will continue regardless of Board direction resulting from this report.

The Oceanside Health and Wellness Network’s three priorities for action are affordable housing, transportation, and hungry kids. RDN involvement in administering the contract for the OHWN coordinator addresses the Strategic Plan priorities of regional collaboration and the goal to “increase affordable, adaptable housing to support all members of a community”. The strategic plan action to “work with VIHA, member municipalities and other non-profit organizations to establish and build capacity to address homelessness in the region” is specifically addressed by this relationship with OHWN and Island Health (VIHA).

With Board support, staff would proceed with issuing a request for proposals for the OHWN coordinator, participating in the selection of the contractor, entering into a service contract with the contractor, and providing oversight of the contract.



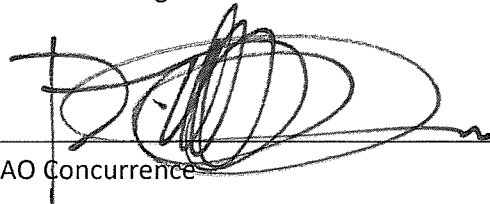
Report Writer



A/ General Manager Concurrence



Manager Concurrence



CAO Concurrence

Attachment 1
Description of Position

OHWN Coordinator - Description of Position

Prepared by: Oceanside Health and Wellness Network (OHWN)

Date prepared: May 5, 2015

To be reviewed on an annual basis: June 1, 2016

Reports to: OHWN Circle of Partners Co-Conveners

Nature of Position: Contract

Reporting to the Co-Conveners of the Oceanside Health and Wellness Network (OHWN) the OHWN Coordinator will be responsible to incorporate the vision, mission, purpose, values, guiding principles, goals and objectives of the OHWN into action. The Coordinator will be the conduit that builds and fosters healthy and connected people and places with a collective voice on regional and local health issues. This will be achieved by the Coordinator leading a culture of cooperation, collaboration, innovation and partnering while facilitating dialogue and an understanding amongst citizens and stakeholders.

Role and Responsibilities:

Under the direction of the OHWN Co-Conveners and in accordance with the OHWN Information Package and Strategic Plan, the Coordinator will advance the goals and objectives established as priorities by:

1. Creating, and following through to completion, strategic and operational action plans that coordinate the implementation of the goals and objectives;
2. Supporting the activities and strategies of the OHWN by:
 - fostering strong relationships with partners (stakeholders) that build on community assets, strengths, efficiencies, social capital while reducing duplication. Actively seeks out and connects with current and future stakeholders;
 - raising awareness and maintaining the public profile of the OHWN;
 - developing and maintaining systems of communication and opportunities for stakeholders to share knowledge and gain common understandings through meetings, sub-committees, working groups, outreach activities, workshops, presentations and electronic sources (e.g., website, newsletters, social media, etc.);
 - collaboratively preparing agendas and organizing opportunities including meeting sites, technology needed, minutes of meeting, etc.;
 - objectively facilitating dialogue and gathering information that advances the priority goals and objectives;
 - connecting the right people to the right conversations and group work;
 - developing and articulating common goals and a focus for the conversations;
 - knowing when to course correct and amend direction of work (with approval from the Co-Conveners and Circle of Partners) to reflect the needs of the people represented;
 - actively participating in discussion and community engagement opportunities with external stakeholders that will further the work of the OHWN;
 - strengthening/increasing the capacity of the health network to support peoples of all ages, cultures, ethnicity, socio and economic backgrounds by respecting, valuing and incorporating the:
 - history and traditions;
 - traditional family and social structures;
 - traditional medicinal knowledge and practice; and

- culturally based stigmas affecting First Nations peoples;
- acting as the navigator and communication link for the stakeholders, committees and Circle of Partners by:
 - gathering and sharing information including themes (similarities of issues/solutions/strategies that traverses groups), what is working, what is not working, internal and external barriers, initiatives of the Health Care system that will enhance or be a barrier to the work being done, etc. bringing this information to the Circle of Partners to review and re-set priorities if needed;
 - researching statistics and information about population health and determinants of health required by stakeholders that will support informed/evidenced based discussions and decisions;
 - analyzing qualitative and quantitative research studies to directly inform strategic and/or policy direction;
- 3. Seeking out additional funding or resource opportunities for consideration that support the work of the OHWN. Preparing applications for grants consideration as directed;
- 4. Evaluating on a consistent and ongoing basis the work being done to ensure on track;
- 5. Reporting on a monthly basis to the Circle of Partners using the format provided;
- 6. Being fiscally responsible, working within a set budget and following financial reporting processes;
- 7. Other duties as assigned.

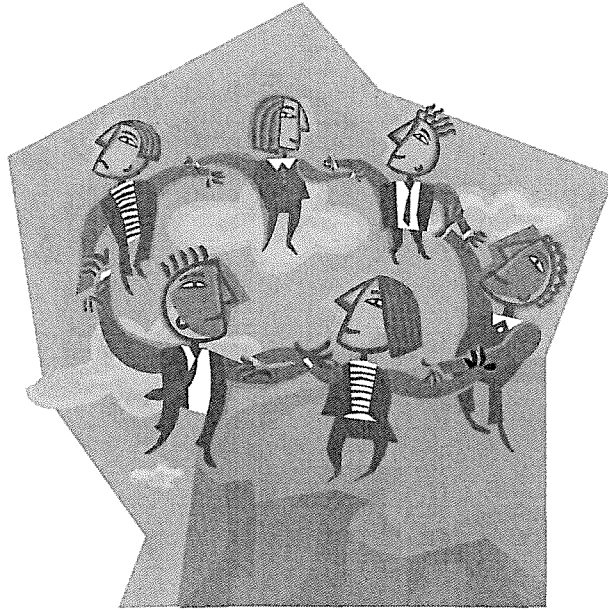
Service Contract Requirements:

1. Post-secondary degree preferred in health sciences/administration/information, public or business administration;
2. Three (3) to five (5) years of related experience in community development and health;
3. Or the equivalent combination of education and experience;
4. Well versed in the key health and well-being indicators in the Oceanside region in particular how they pertain to the determinants of health, Integrated Primary and Community Care, Patients as Partners and health services delivery.

Skills, Knowledge and Competencies Required:

1. Proven ability to coordinate and facilitate public participation, community development processes and quality improvement methodologies;
2. Proven communication style that supports individuals/groups to achieve optimum performance that align with goals and objectives while simultaneously building collaborative relationships;
3. Highly organized and well-developed oral and written communication skills;
4. Demonstrated knowledge of population health and determinants of health, and experience analyzing qualitative and quantitative research studies to directly inform strategic and/or policy direction;
5. Strong conflict resolution, critical thinking and problem-solving skills including the ability to ascertain the 'real issue' and facilitate a respectful, healthy dialogue that builds on ideas/thoughts;
6. Demonstrated sound judgment, decision-making and problem-solving skills;
7. Proven team player that can follow a system and protocol to achieve a common goal;
8. Self-disciplined, energetic, passionate, innovative, collaborative;
9. Ability to prioritize and organize work;
10. Ability to foster and promote good public relations;
11. Ability to promote positive change;
12. Proficient computer skills, including Microsoft Office, presentation technology and social media.

Attachment: OHWN – Information Package December 2014



Oceanside Health & Wellness Network (OHWN)

“Collectively planning and promoting health and wellness for Oceanside”

Information Package

Contents

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“What do we do?” - Guiding principles / strategic actions	2
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Our Context

Our community

Oceanside Health & Wellness Network (OHWN) is committed to working together to enhance the health and well-being of Oceanside residents through collaborative planning and collective action. The Oceanside Region includes the municipalities of Parksville and Qualicum Beach - the two 'oldest' municipalities in BC - and four electoral areas of the Nanaimo Regional District. The geographic area encompasses two urban centres and several small waterfront and rural communities stretching from Nanoose Bay, Errington /Coombs to Deep Bay/Bowser. The Oceanside Region is aligned with the boundaries of School District 69 and Local Health Area 69-Qualicum and has a total population of 45,291 (2011 Census).

Shared Vision

To respectfully work together to advance the health and wellbeing of the population of Oceanside through addressing those factors that influence health and other complex issues that groups cannot effectively address on their own, and to speak as one voice on these issues.

“What do we do?” - Guiding principles / strategic actions

Planning functions:

- Influence social planning
- Identify strategic priorities
- Collect and evaluate data to set action priorities
- Capture and pool all community data and stories that help to illustrate data
- Identify gaps, overlaps, and build on strengths
- Focus on key factors that influence individual and community health
- Focus on issues that are too complex for a group to address individually
- Be attentive at the community level rather than at an individual issue level
- Look for and take advantage of shared opportunities

Networking functions:

- Facilitate meaningful conversation – act as a switchboard connecting people
- Build partnerships
- Build capacity
- Work on a consensus for a community mandate
- Support diversity in community

Action orientated functions:

- Take collective action on community health issues
- Act as a **catalyst** to improve health and wellness
- Be a **strategic coordinator** of activity
- Provide **leadership** to bring about change

“How do we work together?” - Guiding values

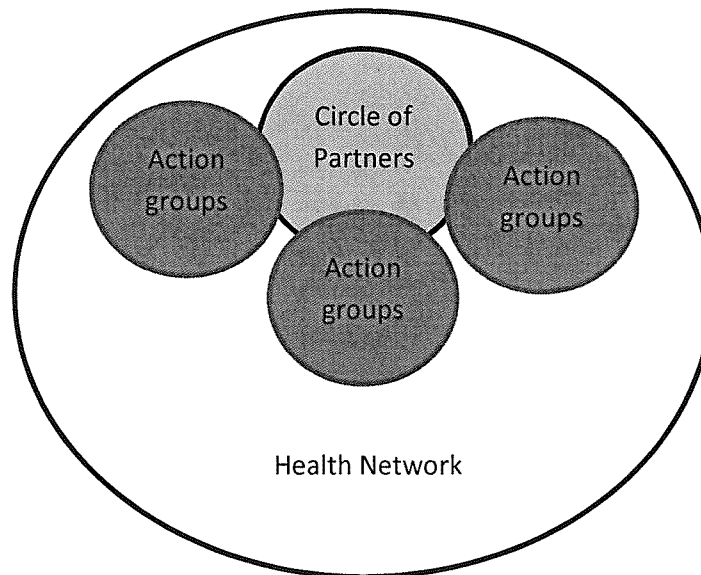
We work together in a caring way by following these guiding principles:

- Collaborate in a non-hierarchical way
- Use **consensus** decision making protocols
- Be action oriented
- Actively listen
- Be **respectful**
- Be passionate, patient and persistent
- Have fun
- **Appreciate** others' opinions
- Act with kindness
- Be transparent and use clear communication
- Encourage full participation by allowing time for everyone to speak
- Come prepared and **actively participate**

What will help us be successful?

- **Identifying priorities for action** (don't take on the world!)
- Taking small steps and **celebrate milestones reached along the way**
- Having champions
- Being flexible, adaptable and pertinent
- Having anecdotes and testimonials – use evidence based approach
- Reflecting on what's creating success
- Acknowledging partnerships
- Creating a **clear shared vision** that encourages buy-in and commitment
- Being strategic in approaches and networking
- Building on what's already there – don't 'reinvent the wheel'
- Being well informed
- Delivering on action plans
- Building **credibility**
- Ensuring comprehensive engagement
- Thinking beyond one's own portfolio/silo

Our structure



Circle of partners

Membership

The circle of partners (COP) is a core group of people from government, organizations, and community, who are able to speak /act on behalf of the organization or community group. They should be passionate, enthusiastic, forward thinkers who bring diverse perspectives and are committed to moving the work forward. A concerted effort will be made to ensure the membership has organizational, cultural, gender and demographic diversity at the table.

Operating Principles

- Meetings will be held regularly on the first Monday of each month.
- Meeting space will be provided by Stanford Place, Oceanside Health Centre, or other public agencies as deemed appropriate from time to time.
- Decision making is by consensus as much as possible and is made by those involved at the time.
- Where agreement cannot be reached by consensus, the majority vote will decide
- Agenda for the next meeting will be set at the end of the current meeting (Agenda should not be overloaded and leave time for new business. It should be created from the content of the meeting, reviewing the minutes for business arising). The agenda will identify whether items are for discussion or decision.
- If key stakeholders are not represented at the COP, guests will be invited to provide expert knowledge and input but will not be included in the consensus decision making.
- Guests will be invited when pertinent to an issue. The idea of inviting a guest should be brought to the COP for a shared decision. The person suggesting the guest would issue the invitation and pass the information along to the facilitator.
- There will be the use of a parking lot for emerging issues when there is no capacity to take on the issue at that time.
- Meetings will be in person with communication via email in between meetings and for distribution of meeting material.
- Meeting notes will be circulated as appropriate

- There will be up to four leadership positions within the COP:
 - **Two Co-conveners**
 These two positions are volunteer leadership positions which may be filled by an active member with leadership skills of the COP and is appointed by consensus of the COP. The appointment should be refreshed each winter. The conveners are part of the COP and remain accountable to the COP.

Role: Call the meetings, confirm the agenda; run the meetings; approve guests; approve expenditures.
 - **One Executive Assistant**
 This position is a paid position and hired by consensus of the COP. This appointment will be reviewed each fall or as determined by the COP. This position will take direction from the co-conveners but remains accountable to the COP.

Role: Type up and distribute the COP meeting agenda and minutes; manage all distribution lists; update content of website, maintain all operational records, manage the logistics of communications and work to support the agenda of the COP.
 - **One Island Health Facilitator**
 This position will be appointed by Island Health, Integrated Primary Community Care. This appointment will be refreshed as requested by the COP in collaboration with Island Health.

Role: Facilitate the COP meetings until an Executive Assistant is hired.

Action Groups

Membership

The action groups will be made up of a small number of individuals from the Network who are tasked to work on a specific issue identified as an area of focus by the COP. The action group will include at least one person from the COP. Other individuals on the team need to be committed to attending and participating in regular meetings regarding the specific initiative.

Operating Principles

- The action group will self-appoint a leader who will call the meetings, organize the work.
- Each action group will have at least one COP member and will be responsible for communication to/from the COP meetings.
- The action group will investigate into the issue and create recommendations for an action plan.
- The action group will bring all recommendations to the COP for decision and support.
- Action groups have a limited life span. Once the action plan has been completed the action group will be disbanded.

Oceanside Health & Wellness Network

Membership

The health and wellness network will include all individuals from the Oceanside community who have an interest and willingness to participate in improving health and wellness in their community. They will have expressed an interest in being part of the network and have provided their contact information to the COP.

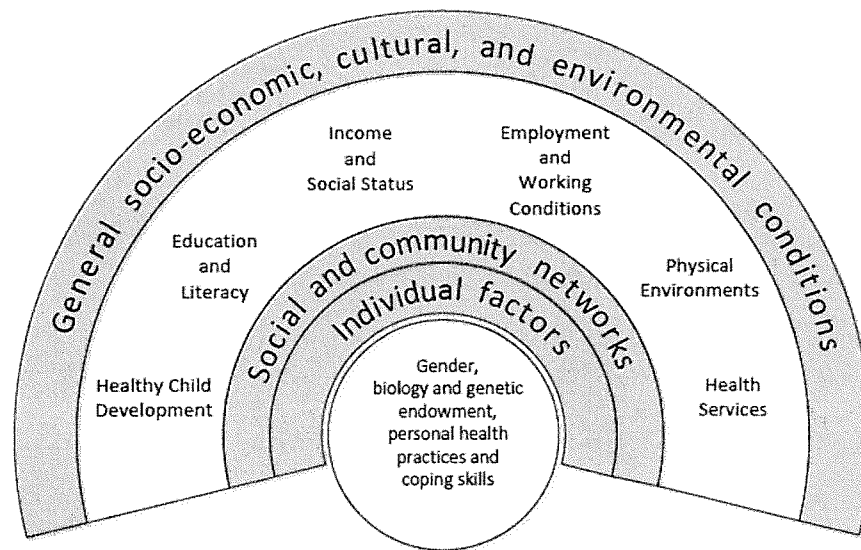
Membership in the network is open to everyone. Perspectives sought include, but are not limited to:

- Local First Nations
- Municipalities
- Regional District of Nanaimo (RDN)
- Health Authority
- First Nations Health Authority
- Health and Social Service Providers
- Non-profit Associations
- RCMP
- Youth Groups
- Educational institutions (e.g. School District 69, VIU)
- Local resident associations
- Spiritual groups

Operating Principles

- Individuals are invited to provide feedback and information on issues that influence health and wellness
- Network meeting are places for discussion and recommendations to the Circle of Partners
- Individuals will agree to follow the guiding values of the OHWN.
- Network meetings will happen 3-4 times per years
- Results of network meetings and related decisions from the Circle of Partners will be shared with members of the network via email, and potentially on a website
- Individuals are asked to keep their contact information up to date with the COP.

Factors influencing health



A range of factors influence health in addition to a person's genetics. These include a range of socio-economic, cultural, and environmental conditions; living conditions; social and community networks; as well as a person's start in life, their generational cohort, and other individual psychosocial dynamics. These influences are called "determinants of health". Each of the 12 determinants that Canada recognizes are outlined in more detail below.

Determinants of health cannot be considered in isolation from each other. They all interact.

Interest in the determinants of health has increased in recent years. Taking action on determinants of health is seen as a means to improve the overall health of a population. This is particularly relevant at this point in time as living and working conditions are changing significantly at the beginning of the 21st century, which have in turn led to an increase of chronic physical and mental illnesses.

The determinants of health, as identified by the Population Health Agency of Canada, are as follows:

Income and Social Status – This is the single most influential determinant of health. Health status improves at each step up the income and social hierarchy. High income determines living conditions such as safe housing and ability to buy sufficient healthy food. The healthiest populations are those in societies which are prosperous and have a narrow gap between the richest and poorest people.

Social Support Networks - Support from families, friends and communities is associated with better health. Such social support networks could be very important in helping people solve problems and deal with adversity, as well as in maintaining a sense of mastery and control over life circumstances. Caring and respect, and the resulting sense of satisfaction and well-being, seem to act as a buffer against health problems. The health benefits of supportive relationships is as important as risk factors such as smoking, physical inactivity, obesity and high blood pressure.

Education and Literacy - Health status improves with level of education. Accessible, effective education for children and lifelong learning for adults are key contributors to health and prosperity for individuals, regions, and for the country.

Employment and Working Conditions - Unemployment, underemployment, stressful or unsafe work are associated with poorer health. People who have more control over their work circumstances and fewer stress related demands of the job are healthier.

Social Environments - The values and rules of a society affect the health and well-being of individuals and populations. Social stability, recognition of diversity, safety, good working relationships, and cohesive communities provide a supportive society that reduces or avoids many potential risks to good health.

Physical Environments – Physical factors in the environment (e.g. air and water quality, presence or absence of contaminants in food and soil) influence health. In the built environment, housing, indoor air quality, and the design of communities and transportation systems are important influences.

Personal Health Practices and Coping Skills – Examples of personal health practices include exercise and diet. Coping skills would include the means people use to manage personal circumstances (e.g. trauma, stress, homelessness). Knowledge, ability, and resources to engage in healthy choices and practices are strongly influenced by social, economic, and environmental factors.

Healthy Child Development – Prenatal and early childhood experiences have a powerful impact on subsequent health, well-being, competence, and coping skills. All of the other determinants of health affect the physical, social, mental, emotional and spiritual development of children and youth. For example, a young person's development is greatly affected by their housing and neighbourhood, family income and level of parents' education, access to nutritious foods and physical recreation, genetic makeup and access to dental and medical care.

Biology and Genetic Endowment - The basic biology and organic make-up of the human body are a fundamental determinant of health. Inherited predispositions influence the ways individuals are affected by particular diseases or health problems.

Health Services - Health services, particularly those designed to maintain and promote health, to prevent disease, and to restore health and function contribute to population health.

Gender - Gender refers to the many different roles, personality traits, attitudes, behaviours, values, relative power and influence that society ascribes on a differential basis to men and boys, to women and girls, and to transgender and gender variant people (people whose gender identity or gender expression does not match their sex assigned at birth, and who may or may not identify as a man or woman, or a girl or boy). "Gendered" norms influence the health system's practices and priorities. Many health issues are a function of gender-based social status or roles.

Culture - Culture and ethnicity come from both personal history and wider situational, social, political, linguistic, geographic and economic factors. Culture influences people's health beliefs and practices, and ability to access resources that support health and well-being. In order to maximize health in a multicultural society, attention to diversity is vital.

Adapted from : [Public Health Agency of Canada - What Determines Health?](#)
And <http://www.quint-essenz.ch/en/topics/1273>

Resources

There is a one-time funding provided by Island Health to help initially support the creation of a network in Oceanside. These funds will be kept in a bank account held by the Regional District of Nanaimo.

Guidelines for using the funds:

- Funds should be used for actions that support the functioning of the Network such as:
 - Facilitation
 - Communication
 - Coordination
 - Clerical Support
 - Office and facility costs
 - Consultation processes

- Funds should NOT be used as grants to support program delivery by other groups.
- Funds should NOT be used for individual advocacy.

OHWN leadership is responsible and accountable for oversight of the funds.

- A request for funds must be applied for and approved by the COP
- One of the co-conveners must approve the expenditure
- A co-convener cannot approve their own expenditure
- The request will be sent by a co-convener to the RDN for release of funds
- There must be a memorandum of understanding (MOU) between OHWN and the RDN prior to Island Health releasing funds which will be held by the RDN for OHWN use.

Developing an effective network

An effective network requires attention to and development of:

- interpersonal relationships;
- fostering of effective functioning of the network;
- defining concrete tasks;
- shared & clear understanding of the network's functioning & purpose.

Types of networks

The video "[Thinking like a Network](#)" describes three different types of networks that help to advance social change:

- A connectivity network helps people to connect with the purpose of sharing information.
- An alignment network aligns people and organization to address a common cause.
- A production network is very intentional about fostering joint action and collaboration for very specific purposes and outcomes.

OHWN is striving to be a production network. This requires connectivity and alignment to be in place.

Network evolution

Networks typically evolve through four stages in their lives.

Formation

- A network is emerging, or a group is considering forming a network.
- Background work helps potential members of the network learn about the opportunity and potential value of the network.
- The group completes some basic work, in a fairly informal fashion, to establish the type of network and how it will function. This is left open enough to allow the network to evolve as it becomes more established.
- The way interactions happen in the network support the development of respect, trust, relationships, and sharing of power between members.
- Network members develop: a shared understanding of why the network exists, what kind of network is desired, and a shared vision for what the network is hoping to accomplish
- Tasks, activities and priority areas of work for the network to develop effectively are identified

Development and growth

- The network identifies how it will move forward on priority work.
- Support the development of trust at the level of the network itself, rather than just between individuals who work together in the network
- Power is shared as equitably as possible within the network
- Member organizations pay attention to the balance between their organization's own needs and the network needs
- Have conversations regarding benefits and reasons for outcomes (what can we say happens because the network exists or what might have happened if the network were not in place?)

- Have conversations regarding accountability to both members' own organizations, as well as to the network itself.

Maturity, sustainability, and resilience

- Establish legitimacy of the network both internally and externally
- Support network-level learning (this is based on trust) ongoing reflection & evaluation
- Pay attention to the stability / flexibility paradox.
 - How the network functions may have evolved to the point of stability; at the same time, flexibility and responsiveness needs to be continuously cultivated
- Foster the decentralized flow of information & knowledge

Renewal & reinvigoration, or death & transformation

- If the network is no longer able to make progress towards its' vision, then consider letting go of the current form of the network.
- If the network is no longer needed to advance the vision, consider letting the network go.

Adapted from Popp, J. , MacKean, G., Casebeer, A., Milward, H.B., & Lindstrom, R. (2013). *Inter-organizational networks: A critical review of the literature to inform practice*.

Glossary of terms

Community capacity “is the interaction of human capital, organizational resources, and social capital existing within a given community that can be leveraged to solve collective problems and improve or maintain the well-being of that community.”

Reference: Chaskin, R. J. , P. Brown, S. A. Venkatesh, and A. Vidal. 2001. *Building community capacity*. New York: Aldine.

Champion: A “person who voluntarily takes extraordinary interest in the adoption, implementation, and success of a cause, policy, program, project, or product.”

Reference: <http://www.businessdictionary.com/definition/champion.html>

Community health: “The term "community health" refers to the health status of a defined group of people, or community, and the actions and conditions that protect and improve the health of the community. Population health differs from community health only in the scope of people it might address. People who are not organized or have no identity as a group or locality may constitute a population, but not necessarily a community.”

Reference: http://www.encyclopedia.com/topic/Community_Health.aspx

Comprehensive engagement “is the actions that agencies take to enable them to consult, involve, listen and respond to communities through ongoing relationships and dialogue. Communities participate with other partners to develop solutions, shape and design policies and services. Communities are involved in shared decision making.”

Reference: Developing your comprehensive community engagement strategy. (http://www.navca.org.uk/existing/NR/rdonlyres/36e222bb-ee81-4c13-b60f-0278db6d4d46/0/cces_guide_2009_03.pdf)

Consensus: In a collaborative consensus building process, representatives of all the necessary parties with a stake in an issue work together collaboratively. Participants make a good faith effort to meet the interests of all participants and to make plans, recommendations, and decisions, that if not unanimous, at least everyone can live with. (<http://www.crinfor.org/coreknowledge/consensus-building>)

Consensus decision-making is a group decision-making process that seeks the consent of all participants. Consensus may be defined professionally as an acceptable resolution, one that can be supported, even if not the "favourite" of each individual.

(http://en.wikipedia.org/wiki/Consensus_decision-making)

Consensus Decision-Making: What, Why, How

“Consensus is a cooperative process in which group members develop and agree to support a decision in the best interest of the whole. It embraces individual perspectives, honoring each person’s piece of the truth, while emphasizing the sense of the meeting through a creative search for unity. By choosing to use consensus as our primary decision-making method, we recognize that we are pledging to do the hard, patient work of bringing our best selves forward and listening from the heart. We encourage participants to share ideas, feelings, needs, and concerns, in a spirit of honesty, kindness, and mutual respect, giving all viewpoints a fair hearing. We recognize we are sometimes called to accept with good grace a decision of the meeting with which we are not entirely in agreement. We affirm our willingness

to listen with an open mind to the truths of others, and to work in good faith toward decisions that reflect the whole group intention and serve its greatest good."

Reference: Tree Bressen <http://treegroup.info/topics/consensus-in-sharing-law.pdf>

Determinants of health are factors that influence health in addition to biological and genetic factors. These include a range of socio-economic, cultural, and environmental conditions; living conditions; social and community networks; as well as individual factors. <http://www.phac-aspc.gc.ca/ph-sp/determinants/index-eng.php>

Health and wellness "is an active process of becoming aware of and making choices toward a healthy and fulfilling life."...a state of complete physical, mental, and social well-being, and not merely the absence of disease or infirmity."

Reference: <https://shcs.ucdavis.edu/wellness/>

Partnerships can encompass "a broad number of types of relationships. Partnership is "an undertaking to do something together..., a relationship that consists of shared and/or compatible objectives and an acknowledged distribution of specific roles and responsibilities among the participants which can be formal, contractual, or voluntary, between two or more parties."

Reference: Building Strong and Effective Community Partnerships, a Manual for Literacy Workers <http://en.copian.ca/library/learning/partner/page17.htm>

Social planning: "Community Social Planning is a process for building community well-being. It is defined as "a local, democratic system for setting priorities, arriving at equitable compromises and taking action. It supports community needs and interests in social, cultural, economic, and environmental affairs" (Michael Clague. Guidebook - A Citizen's Guide to Community Social Planning)

Reference: <http://www.sparc.bc.ca/what-is-community-social-planning>



RDN REPORT		
CAO APPROVAL		
EAP		
COW	✓	
JUL 06 2015		
RHD		
BOARD		

STAFF REPORT

TO: Geoff Garbutt
 GM of Strategic and Community Development

DATE: July 3, 2015

FROM: Paul Thompson
 Manager of Long Range Planning

MEETING: COW July 14, 2015

FILE: 6780 30 MA

SUBJECT: Amendment to Regional Growth Strategy Bylaw No. 1615

RECOMMENDATIONS

1. That a review of the Regional Growth Strategy be initiated that considers the criteria for a minor amendment.
2. That the consultation plan provided as Attachment 4 to the staff report be adopted.

PURPOSE

To initiate the process for amending the Regional Growth Strategy bylaw to provide clarification on what types of amendments may be considered through the minor amendment process.

BACKGROUND

The Town of Qualicum Beach submitted a request to the Regional District of Nanaimo to amend the Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615. The request was for the Growth Containment Boundary (GCB) to be moved so that it would be contiguous with the Town's municipal boundary. The Town also requested that the RGS amendment be processed as a Minor Amendment in accordance with RGS Policy 1.5.1(1): *Amendments resulting from a full Electoral Area or Municipal Official Community Plan review process* (see Attachment 1). The Town had stated that it completed a full OCP review process.

The criteria for minor amendments are outlined in Section 1.5.1 of the RGS and are divided into two parts. The first part outlines the criteria under which a proposed amendment to the RGS may be considered minor. The second part outlines some of the types of amendments that are not considered minor (see Attachment 1).

In response to public input, the Board indicated that they had two concerns with interpreting the Criteria for Minor Amendments. The first concern of the Board was that it was not clear whether the first and second parts of Section 1.5.1 were meant to be considered together. That is, does a proposed RGS amendment have to meet the criteria outlined in Part 1 and not be on the list of types of amendments not considered minor in Part 2. The way in which the RGS was formatted left some uncertainty about amendments that included those situations that were listed in Part 2 of Section 1.5.1.

The main focus of the concern appeared to be over land in the Agricultural Land Reserve. One of the types of amendments not considered minor is “those that include land in the Agricultural Land Reserve or will negatively impact agricultural lands.”

The second concern had to do with the meaning of “a full Electoral Area or Municipal Official Community Plan Review Process”. This was a concern because of uncertainty over what is meant by a full OCP review process.

The uncertainty resulted in the following resolution being adopted:

“that staff initiate an amendment to Regional Growth Strategy Section 1.5.1 Criteria for Minor Amendments to clarify what types of amendments may be considered through the minor amendment process.”

The *Local Government Act* requires that an amendment to amend the process for a minor amendment go through the regular RGS amendment process. Under Section 854 (1) of the *Local Government Act*, the preparation (and amendment) of a Regional Growth Strategy must be initiated by resolution of the board. Following a resolution to initiate a process to consider an amendment, the RDN Board must give written notice to affected local governments and to the Minister (Section 854 (2)). In addition to this notice, opportunities will be provided for ‘affected local governments’ along with other stakeholders to provide feedback prior to receiving formal referrals as required by the *Local Government Act*.

As outlined in the ‘regular’ RGS amendment process (Attachment 2), consideration of the amendment will require referrals to each member municipality and adjacent regional district. Referrals will also be provided to provincial and federal agencies and First Nations. Section 857 of the *Local Government Act* requires that before an RGS amendment can be adopted by the Board, it must be accepted by each member Municipal Council and adjacent Regional District Board during an established referral period.

The RDN Board is required to consider whether the Consultation Plan should include a public hearing to provide an opportunity for individuals and organizations to make their views known before proposed amendments to the RGS are submitted for acceptance by ‘affected local governments’ (Section 857 of the *Local Government Act*). It should be noted that the regular process established by the RDN for amending the RGS (see Attachment 2) includes holding a public hearing prior to referring the amending bylaw to ‘affected local governments’ for their acceptance.

ALTERNATIVES

1. Initiate the RGS amendment process to amend the criteria for minor amendments and approve the consultation plan.
2. Do not initiate the RGS amendment process to amend the criteria for minor amendments nor approve the consultation plan and provide alternate direction.

FINANCIAL IMPLICATIONS

There are no direct financial implications. Funds and resources to undertake this RGS amendment have been included in the 2015 budget for the Regional Growth Management function.

STRATEGIC PLAN IMPLICATIONS

The proposed changes to the RGS address aspects of two of the action areas identified in the Board Strategic Plan: the Regional Federation and Strategic and Community Development. The Strategic Plan recognizes that the RDN is a regional federation and that each of the partners needs to work together to resolve issues. The proposed amendments have been developed with input from the RDN and municipalities and further consultation with the member municipalities will take place as part of the RGS amendment process. The RGS amendment process also provides an opportunity to increase the understanding of growth management issues in the community.

INTERGOVERNMENTAL RELATIONS/LAND USE IMPLICATIONS

There are two aspects to intergovernmental relations implications. The first aspect is consultation required as part of the amendment process. The second is the implications of changing the criteria for what qualifies as a minor amendment. As the implications of changing the minor amendment criteria are greatest for the member municipalities and the electoral areas of the RDN, consultation with the four member municipalities and the electoral area Directors is very important.

Minor Amendment Criteria

While the formatting of Section 1.5.1 may suggest that the requirements of both subsections 1 and 2 need to be satisfied, that was not the original intent. The criterion on the full OCP review was added to the list of criteria for a minor amendment to the Draft RGS at the request of RDN directors. The reason for this change was based on the view that if a municipality or the RDN conducted a full OCP review that resulted in a need to change the RGS then the process to change the RGS should not be as onerous.

At the time, the view was that Part 2 of Section 1.5.1 did not have to be deleted as it would not be possible to undertake a full OCP review that did not include the land in the ALR as all municipalities and all electoral areas have land in the ALR.

With respect to the concern about the meaning of a full OCP review process, the original intent was that a full OCP review meant that it had been done in a manner similar that of a regularly scheduled OCP review. The type of amendment request submitted by the Town of Qualicum Beach was not anticipated when the RGS was being drafted.

Generally, two types of RGS amendments related to changes to land use were contemplated. The first was where a landowner applied to the local government to amend an OCP to allow a development on a particular piece of land. When this type of OCP amendment required an RGS amendment the regular RGS amendment process would be followed as the original OCP amendment was triggered by a land owner.

The second type of RGS amendment envisaged was one resulting from an OCP review initiated by a local government whereby after completing the review the desired changes to the OCP required some kind of change to the RGS. The view at the time the RGS was drafted was that this type of amendment should be minor because the local government had already undertaken the necessary studies and the new OCP reflected the views of that particular community.

The simplest way to address the first concern is to remove the ambiguity between the two parts of Section 1.5.1 by making it clear that only certain kinds of amendments can be considered through the minor amendment process. There is then no need to state what kinds of amendments cannot be considered as a minor amendment. Removing Part 2 of Section 1.5.1 will accomplish this objective. The criteria would then just list the types of amendments considered to be minor. However, this change

alone does not address the second concern related to what qualifies as a full OCP review. It would still be left up to the municipalities and the RDN to determine what qualifies as a full OCP review process.

Using the RGS to direct how full OCP reviews must be conducted has very serious implications for the municipalities and electoral areas as neither the RDN nor the municipalities have ever tried to get involved in establishing a terms of reference for another local government's OCP review. To date, the RGS has not been prescriptive when it comes to how the municipalities would undertake the process of land use planning within their boundaries.

After consulting with the Planning Directors and CAOs of the RDN and municipalities, an alternative option was developed that would address all of concern one and go a long ways to addressing concern two. This option will help to clarify that the list of amendments not considered minor do not apply if a full OCP review process has been done and that each of the types of amendments has been contemplated as part of the OCP review process. The proposed change to Part 2 addresses both concerns as it clarifies that Parts 1 and 2 of Section 1.5.1 can be read separately and it provides a minimum set of items that must be considered for a full OCP review process. The wording for the proposed change can be seen in Attachment 3.

The proposed change under this option makes it clear that as long as the five types of amendments have been contemplated as part of a full OCP review process, then an OCP review would qualify as a minor amendment. This does impose more requirements on a municipality and the RDN for what types of issues must be considered during a full OCP review process. However, it does not go so far as to include requirements for the process that must be followed.

PUBLIC RELATIONS IMPLICATIONS

The Consultation Plan in Attachment 4 outlines the way in which those who are interested and affected will be provided opportunities to comment on the proposed amendment. The Plan is intended to meet the RDN Board's responsibilities under Sections 855(2) and 879 of the *Local Government Act* and, also be consistent with Board consultation policies¹ and procedures bylaws. Section 855 (2) of the *Local Government Act* specifically states that:

"...as soon as possible after the initiation of [a process to amend] a Regional Growth Strategy, the board must adopt a Consultation Plan that, in the opinion of the Board, provides opportunities for early and ongoing consultation with, at a minimum,

- (a) its citizens,*
- (b) affected local governments²,*
- (c) First Nations,*
- (d) school district boards, greater boards and improvement district boards, and*

¹ Regional District of Nanaimo, June 2, 2008 Public Consultation/Communication Framework Policy No. A1.23

² For the RDN an "affected local government" means the council of each municipality all or part of which is covered by the Regional Growth Strategy and the board of each regional district that is adjoining an area to which the Regional Growth Strategy is to apply. See the *Local Government Act* Sections 854 & 857.

(e) *the Provincial and Federal governments and their agencies.”*

Should the bylaw amendment receive First and Second readings, a public hearing is recommended prior to considering the bylaw for third reading. This is important given the scale and significance of the proposed amendment.

SUMMARY/CONCLUSIONS

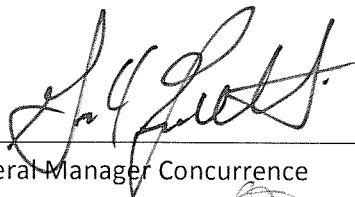
A request by the Town of Qualicum Beach for the RDN to consider an amendment to the Regional Growth Strategy through the Minor Amendment process raised concerns about the types of amendments that qualified for consideration as a minor amendment. The first concern of the Board was that it was not clear whether the first and second parts of Section 1.5.1 were meant to be considered together. That is, does a proposed RGS amendment have to meet the criteria outlined in Part 1 and not be on the list of types of amendments not considered minor in Part 2. The way in which the RGS was formatted left some uncertainty about amendments that included those situations that were listed in Part 2 of Section 1.5.1. The second concern had to do with the meaning of “a full Electoral Area or Municipal Official Community Plan Review Process”. This was a concern because of uncertainty over what is meant by a full OCP review process.

Staff were directed to initiate an amendment to the RGS that would address these concerns through amendments to the minor amendment criteria. After consulting with municipal planning and administrative staff at the member municipalities, proposed changes to the minor amendment criteria were developed. The changes proposed address both concerns by clarifying that Parts 1 and 2 of Section 1.5.1 can be read separately and it provides a minimum set of items that must be considered for a full OCP review process.

The staff recommendation is to proceed with the process to amend the Regional Growth Strategy. Input on the proposed amendment will be sought from a variety of stakeholders; in particular, the municipalities and electoral areas.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

Attachment 1

1.5.1 Criteria for Minor Amendments

The following outlines the criteria for considering minor amendments to the RGS.

1. Criteria under which a proposed amendment to the RGS may be considered a minor amendment include the following:
 - Amendments resulting from a full Electoral Area or Municipal Official Community Plan review process;
 - Text and map amendments required to correct errors or as a result of more accurate information being received;
 - Amendments to incorporate changes to tables, figures, grammar, or numbering that do not alter the intent of the Regional Growth Strategy; and
 - Addition or deletion, or amendment to Section 5.4 Key Indicators.
2. Although not considered as an exhaustive list, the following types of amendments are not considered minor:
 - Those that lead to adverse changes to the health and ongoing viability of sensitive ecosystems and water sources;
 - Those that include land in the Agricultural Land Reserve or will negatively impact agricultural lands;
 - Those related to a development that would require significant works to address a natural hazard;
 - Those that require the provision of new community water and sewer systems outside the Growth Containment Boundary; and,
 - Those that are not consistent with measures and or policies to reduce greenhouse gas emissions and improve air quality.

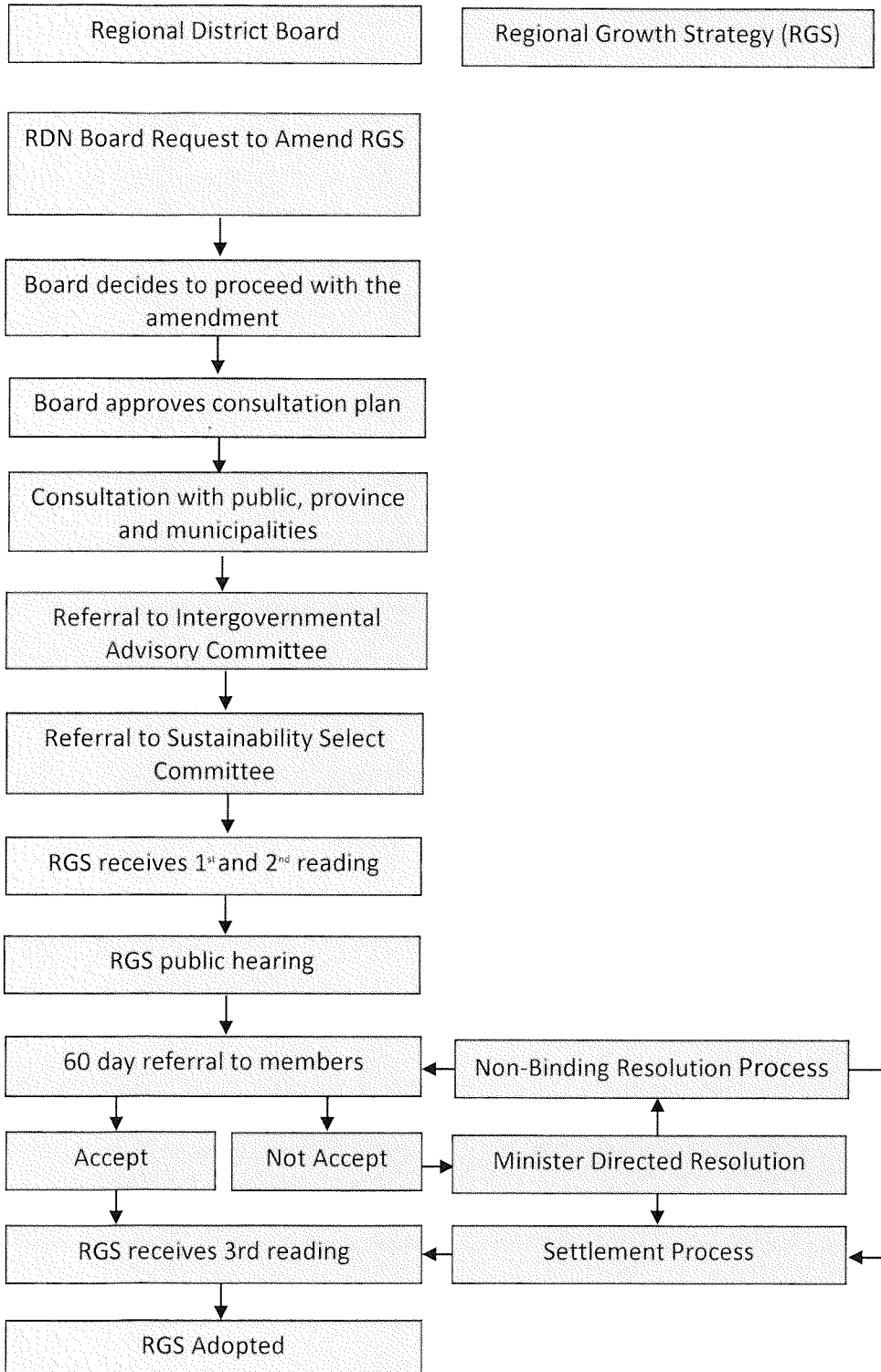
1.5.2 Process for Approving Minor Amendments

1. On receipt of a request from a member municipality or the Electoral Area Planning Committee to amend the RGS, RDN staff will prepare a preliminary report for review by the Sustainability Select Committee. Committee comments and recommendations will be forwarded to the Regional Board.
2. A land use or development proposal or text amendment will be assessed in terms of the minor amendment criteria. The Board may resolve, by an affirmative vote of 2/3 of the Board members attending the meeting, to proceed with an amendment application as a minor amendment. Where the Board resolves to proceed with an amendment application as a minor amendment, the Board will:

- Determine the appropriate form of consultation required in conjunction with the proposed minor amendment;
 - Give 45 days written notice to each affected local government, including notice that the proposed amendment has been determined to be a minor amendment. The notice shall include a summary of the proposed amendment and any staff reports, other relevant supporting documentation and the date, time and place of the board meeting at which the amending bylaw is to be considered for first reading; and
 - Consider the written comments provided by the affected local governments prior to giving first reading to the proposed amendment bylaw.
3. The bylaw may be adopted without a public hearing after second reading in the event that the amending bylaw receives an affirmative vote of all Board members attending the meeting.
 4. Consider third reading and determine whether or not to adopt the amending bylaw.
 5. Minor amendment bylaws shall be adopted in accordance with the procedures that apply to the adoption of a RGS under Section 791 of the *Local Government Act*.

Attachment 2
 RGS Amendment Process

Legislated Amendment Process for the Regional Growth Strategy – Initiated by RDN



Attachment 3

Proposed Amendment to RGS Minor Amendment Criteria

1.5.1 Criteria for Minor Amendments

The following outlines the criteria for considering minor amendments to the RGS.

1. Criteria under which a proposed amendment to the RGS may be considered a minor amendment include the following:
 - Amendments resulting from a full Electoral Area or Municipal Official Community Plan review process;
 - Text and map amendments required to correct errors or as a result of more accurate information being received;
 - Amendments to incorporate changes to tables, figures, grammar, or numbering that do not alter the intent of the Regional Growth Strategy; and
 - Addition or deletion, or amendment to Section 5.4 Key Indicators.
2. Although not considered as an exhaustive list, the following types of amendments are not considered minor unless they have been contemplated as part of a full Official Community Plan review process:
 - Those that lead to adverse changes to the health and ongoing viability of sensitive ecosystems and water sources;
 - Those that include land in the Agricultural Land Reserve or will negatively impact agricultural lands;
 - Those related to a development that would require significant works to address a natural hazard;
 - Those that require the provision of new community water and sewer systems outside the Growth Containment Boundary; and,
 - Those that are not consistent with measures and or policies to reduce greenhouse gas emissions and improve air quality.

Attachment 4
Consultation Plan

Consultation Plan

RGS Amendment

Minor Amendment Process

July 3, 2015

Adopted By RDN Board

July 28, 2015

Prepared by
Long Range Planning,
Strategic & Community
Development



REGIONAL
DISTRICT
OF NANAIMO

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ACRONYMS

ALR – Agricultural Land Reserve

COW – Committee of the Whole

GCB – Growth Containment Boundary

IAC – Intergovernmental Advisory Committee

LGA – Local Government Act

OCP – Official Community Plan

RDN – Regional District of Nanaimo

RGS – Regional Growth Strategy

1 PURPOSE

The purpose of this Consultation Plan is to establish a process that the Regional District of Nanaimo (RDN) will use to gather public input on a proposed amendment to the RGS. This Plan outlines the way in which those who are interested and affected will be provided opportunities to comment on the proposed amendment.

This Plan is intended to meet the RDN Board's responsibilities under Sections 855(2) and 879 of the *Local Government Act*, and also be consistent with Board consultation policies¹ and procedures bylaws.

2 SCOPE

The scope of this Consultation Plan is limited to the proposed amendment to the RGS Minor Amendment Criteria.

3 PROCESS

The chart in Appendix A shows how public consultation fits in with the overall process to amend the RGS. The *Local Government Act* requires that an amendment to amend the process for a minor amendment go through the regular RGS amendment process.

¹ Regional District of Nanaimo, June 2, 2008 Public Consultation/Communication Framework Policy No. A1.23

4 LEGISLATIVE REQUIREMENTS FOR CONSULTATION

Regional Growth Strategy Amendments

This Consultation Plan is intended to meet Sections 855(1) and (2) of the *Local Government Act* that requires the RDN to provide consultation opportunities relating to proposed changes to a Regional Growth Strategy. Section 855 (2) of the *Act* specifically states that:

"...as soon as possible after the initiation of [a process to amend] a Regional Growth Strategy, the board must adopt a Consultation Plan that, in the opinion of the Board, provides opportunities for early and ongoing consultation with, at a minimum,

- (a) its citizens,*
- (b) affected local governments²,*
- (c) First Nations,*
- (d) school district boards, greater boards and improvement district boards, and*
- (e) the Provincial and Federal governments and their agencies."*

Under Section 854 (1) of the *Local Government Act*, the preparation [and amendment] of a Regional Growth Strategy must be initiated by resolution of the board. Following a resolution to initiate a process to consider an amendment, the RDN Board must give written notice to affected local governments and to the Minister (Section 854 (2)). In addition to this notice, opportunities will be provided for 'affected local governments' along with other stakeholders to provide feedback prior to receiving formal referrals as required by the *Local Government Act* (see Appendix A).

The RDN Board is required to consider whether the Consultation Plan should include a public hearing to provide an opportunity for individuals and organizations to make their views known before proposed amendments to the RGS are submitted for acceptance by 'affected local governments' (Section 857 of the *LGA*). It should be noted that the regular process established by the RDN for amending the RGS (see Appendix A) includes holding a public hearing prior to referring the amending bylaw/s to 'affected local governments' for their acceptance.

Should the bylaw amendments receive First and Second readings, a public hearing is recommended prior to considering the bylaw for third reading. This is important given the scale and significance of the proposed amendment.

² For the RDN an "affected local government" means the council of each municipality all or part of which is covered by the Regional Growth Strategy and the board of each regional district that is adjoining an area to which the Regional Growth Strategy is to apply. See the *Local Government Act* Sections 854 & 857.

5 CONSIDERATIONS

In addition to the legislative requirements for consultation for Regional Growth Strategies, there are several key issues and pre-existing decisions that influence the approach outlined in this Consultation Plan. This includes a need to:

1. Consider the high level of local interest from members of the community regarding what qualifies to be considered as a minor amendment.
2. Build understanding of the role of RDN staff in facilitating a fair and open review process that encourages broad participation and input.
3. Encourage and look for opportunities through the consultation process to build a collaborative environment and reach consensus about issues amongst community members with divergent views.
4. Evaluate and determine the need to provide the community and other interested stakeholders with different levels of detail and access to background information in order to allow for opportunities to provide 'informed' input.
5. Use the Inter-Governmental Advisory Committee (IAC) to provide opportunities for discussion and feedback on the proposed changes from staff representing 'affected local governments' and Provincial agencies.
6. Ensure a range of opportunities for community input is provided.

6 APPROACH

As such, it is essential and in keeping with the Guiding Principles of the RDN Public Consultation/Communication Framework that *"Anyone likely to be affected by a decision ...have opportunities for input into that decision"*. This Consultation Plan provides opportunities for those with an interest in the RGS Minor Amendment process to share their views with RDN representatives.

As this amendment involves a change to the RGS with region-wide implications, consultation opportunities must be provided to all residents of the region. Furthermore, the RDN is also required to consult with affected local governments, First Nations, school district boards, improvement district boards, and Provincial and Federal governments and their agencies.

This section describes the different methods that will be used to provide information and opportunities to engage community members.

A. Public Access to Information

For community members to be able to provide “informed input” on whether or not they support the proposed changes to the RGS, they first need to receive information on why this amendment is being proposed at this time. Without this information it will be difficult for community members both locally and regionally to understand the short and long term benefits/challenges of approving changes to the RGS.

The ‘Frequently Asked Questions’ (FAQs) will be developed to provide answers to questions that are anticipated and information that is key to helping community members understand and evaluate the proposed amendment.

The RDN will ensure that information is available, opportunities are provided to ask questions and receive feedback.

1. Background Information – Hard Copy

Information on the proposed amendments will be available for review at the main RDN office and the offices of the member municipalities.

2. Background Information – Website

A section on the RDN website (<http://www.rdn.bc.ca/cms.asp?wpID=3020>) will be created to provide information on the proposed amendment. Documents related to the proposed amendment will be accessible on the web page, along with staff reports and RDN Board motions. This web page will be a vehicle for providing ongoing information on the amendment including where the amendment process is at, meeting notices and any new information.

3. Media Releases

Media releases will be used as appropriate to provide information about the proposed amendment and opportunities for community consultation.

4. RDN Website Notices/Twitter/Facebook

The RDN website notices page (<http://www.rdn.bc.ca/cms.asp?wpID=852>) will be used as another vehicle to update the community on activities related to the RGS amendment process. Use of Facebook and Twitter will also be used as appropriate.

5. RDN Newsletters

Where possible, RDN Perspectives (<http://www.rdn.bc.ca/cms.asp?wpID=452>) will be used to provide information and updates on the amendment. Electoral Area Directors will also be provided the option of providing this information in their own newsletters (<http://www.rdn.bc.ca/cms.asp?wpID=319>).

6. Advertising

Local newspapers will be used to advertise public meetings and public hearings related to this amendment.

7. RDN Staff Availability

RDN staff will be available to answer enquiries and meet with interested people or groups to discuss the proposed amendment.

B. Public Engagement & Feedback Opportunities

1. Public Meeting

One public meeting will be held on the amendment. This meeting will provide opportunities for residents and other stakeholders to find out more information on the amendment and provide feedback.

2. Presentations to Community Groups

Community groups/organizations will be given the opportunity to host a presentation by RDN staff.

3. Public Hearing

Public hearings are formal meetings that provide opportunities for those who consider themselves impacted to have their views heard and recorded. Unlike a public meeting, a public hearing does not provide opportunities for back and forth dialogue between RDN elected officials, staff and those attending/presenting their views.

Should the RDN Board give First and Second Readings to the bylaws to amend the RGS then the next step in the public consultation process will be to hold a public hearing on the amending bylaw.

The *Local Government Act* allows the RDN Board to choose whether or not it holds a public hearing for RGS amendments. Given the potential implications for this amendment it is recommended that the RDN include a public hearing on the RGS amendment in the consultation process.

4. Ongoing Ways for the RDN to Receive Comments and Feedback

In addition to the opportunity to provide feedback at the public meeting and public hearing, those wishing to provide feedback on this amendment can at any time provide written comments to the RDN by e-mail, mail, or in-person. Community members and other stakeholders may also appear as delegations or submit comments on the amendment to the RDN Board or committees of the Board.

This communication will be documented as part of the public record on this amendment and will be made available for review. It should be noted that the RDN Board will not be

able to consider any correspondence / feedback received after the end of a scheduled public hearing.

7 ACTIVITIES AND TIMING

The table below shows the proposed timing of different consultation activities and identifies the roles and responsibilities of the RDN. The timing of consultation activities will depend upon the RDN Board approval of the Consultation Plan during July 2015. The level of community interest on this application will determine whether or not there is a need for more consultation opportunities than those outlined in this Plan.

Consultation Activities Up To Board Approval to Proceed		
Activity	Date	Lead
Meeting with staff from member municipalities to discuss amendment.	April 24, 2015	RDN staff
Develop draft Consultation Plan and staff report.	June, 2015	RDN staff
Present Consultation Plan and staff report to Committee of the Whole (COW).	July 14, 2015	RDN staff
Recommendations of COW go to RDN Board.	July 28, 2015	RDN COW
RDN Board supports amendment proceeding through review process (resolution to initiate process to amend the RGS).	July 28, 2015	RDN Board
RDN Board approve Consultation Plan.	July 28, 2015	RDN Board
Required initiation letters sent to 'Affected Local Governments', First Nations and the Minister.	August, 2015	RDN staff
RDN Website updated with information on process.	August, 2015	RDN staff
Provide updates on the process via web page and other media as appropriate and available.	Ongoing	RDN staff

RGS Amendment Consultation Plan

Consultation Activities following RDN Board Approval of Consultation Plan		
Activity	Date/Ongoing	Lead
IAC meeting to discuss application.	September, 2015	RDN staff
Sustainability Select Committee	September, 2015	RDN Staff
Send information to community groups/organizations offering presentations about the amendment.	September, 2015	RDN staff
Provide updates on the process via e-mail alerts and other media (FB, Twitter, Website, RDN Perspectives, Area Updates) as appropriate and available.	Ongoing	RDN staff
Public Information Meeting on proposed RGS amendment.	October, 2015	RDN staff
Compile and analyze results from input received. Prepare staff report on next steps based on consultation results.	October, 2015	
Consultation results and staff report presented to COW.	November, 2015	RDN staff
Recommendations from COW on consultation results and First and Second reading of bylaw to amend the RGS go to RDN Board.	November, 2015	COW
If the RDN Board decides <u>not to proceed</u> with the process at this point (by not giving the bylaw to amend the RGS First and Second reading) then the consultation process stops at this point.	November, 2015	RDN Board
Provide community with updates on consultation results via web page and other media as appropriate and available.	Ongoing	RDN staff

RGS Amendment Consultation Plan

Board Gives Proposed Bylaw First and Second Reading (decides to continue with bylaw amendment process - public hearings and required referrals)		
Activity	Completed/Ongoing	Lead
Public Hearing on proposed bylaw amendments.	January, 2015	RDN staff
Prepare report on results of Public Hearing.	January, 2015	RDN staff
Take proposed bylaws for third reading.	February, 2015	RDN staff
Referral for acceptance to 'affected local governments' - 60 days to respond.	March – April, 2016	RDN staff
As per RDN Board direction, adopt bylaw amendments to RGS.	April, 2016	RDN staff
Update website, prepare insert for RDN Perspectives, Area Updates with information on outcome of Board decision.	May, 2016	RDN staff

8 BUDGET

The staff time, materials and other resources (printing, advertising, hall rentals etc.) needed to implement this Consultation Plan are included in the 2015 Long Range Planning Department budget.

9 STAFF RESOURCES

File Manager

The RDN file manager for this application is the Senior Planner reporting to the Manager of Long Range Planning.

Planning Staff Time

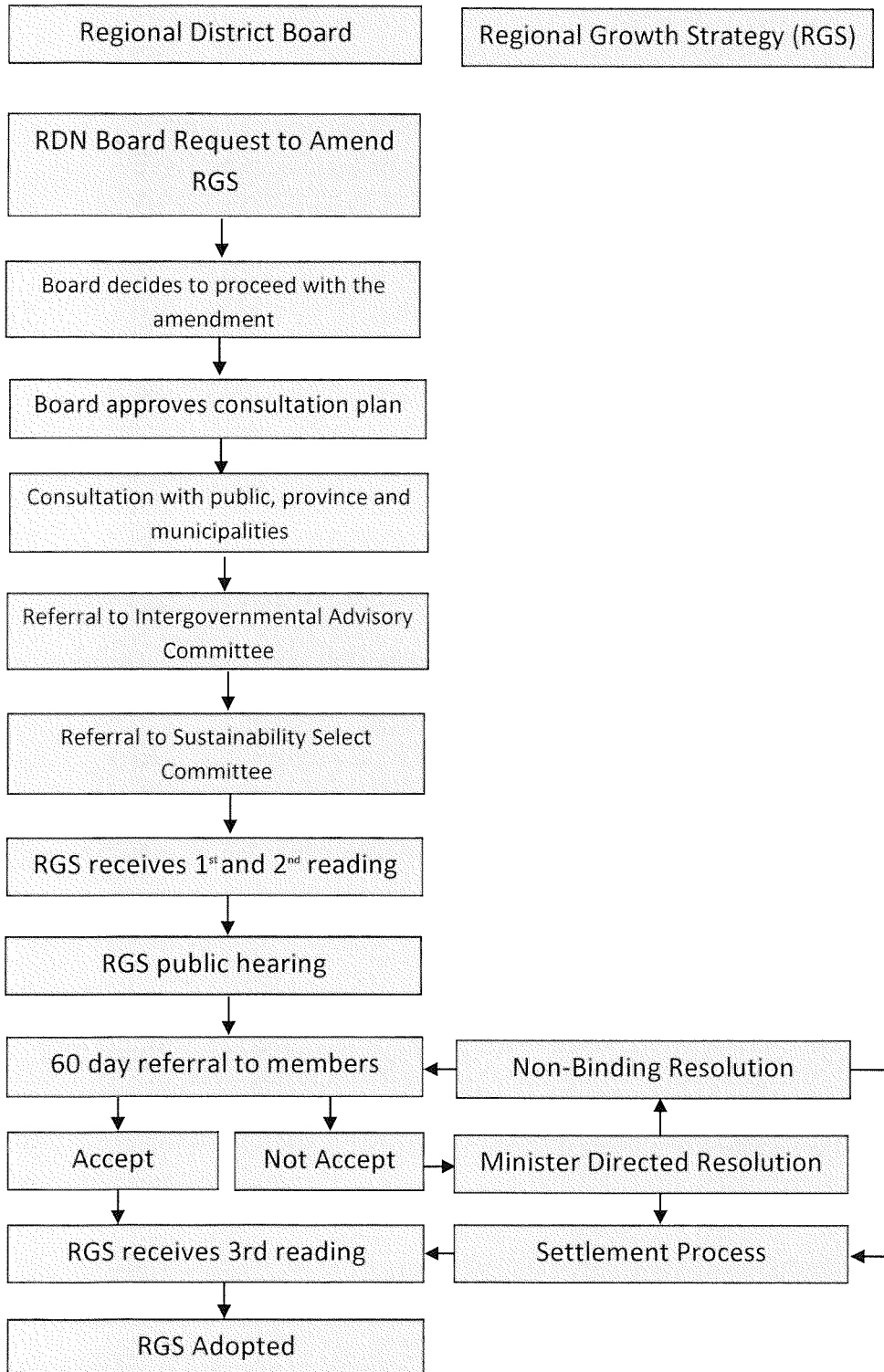
The 2015 Long Range Planning Budget does account for staff time and resources for this amendment.

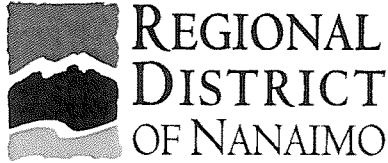
Corporate Communications

The RDN's Corporate Communications Coordinator has reviewed and provided comment on this Consultation Plan to ensure it is consistent with the RDN's Communication Policies and that it is coordinated with other communication and consultation initiatives scheduled by the RDN for 2015.

APPENDIX A

Legislated Amendment Process for the Regional Growth Strategy – Initiated by RDN





RDN REPORT		
CAC APPROVAL		
EAP		
COW	✓	
JUN 25 2015		
RHD		
BOARD		

STAFF REPORT

TO: Sean De Pol
Manager, Wastewater Services

DATE: June 24, 2015

FROM: Jolene Jackson
Special Projects Coordinator,
Wastewater Services

MEETING: CoW, July 14, 2015

FILE: 5340-01

SUBJECT: To Appoint the Deputy Sewage Control Manager

RECOMMENDATION

That the Board appoints the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager”.

PURPOSE

To appoint the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager”.

BACKGROUND

On January 27, 2015, the Regional Board appointed the “Manager of Wastewater Services” as the “Sewage Control Manager” – an appointment required under section 29(1) of the *Environmental Management Act*. The primary role of the Sewage Control Manager is to regulate wastewater discharges to the sewer system.

If the Manager of Wastewater Services is absent for any reason, the title of Sewage Control Manager does *not* transfer to the Acting Manager of Wastewater Services. Appointing the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager” will ensure that the duties of the Sewage Control Manager can be continued in the absence of the Manager of Wastewater Services.

ALTERNATIVES

1. Appoint the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager”;
2. Do not appoint the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager”.

FINANCIAL IMPLICATIONS

There are no financial implications for making the appointment.

STRATEGIC PLAN IMPLICATIONS

The primary role of the Sewage Control Manager is to regulate wastewater discharges to the sewer system. The position is critical to protecting the environment and infrastructure from harmful wastes; therefore, appointing the Acting Manager of Wastewater Services as the Deputy Sewage Control Manager supports the Strategic Plan as it ensures the continued ability to regulate wastewater discharges.

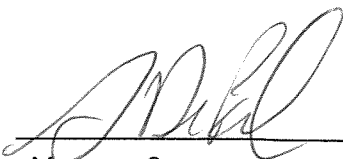
SUMMARY/CONCLUSIONS

On January 27, 2015, the Regional Board appointed the “Manager of Wastewater Services” as the “Sewage Control Manager” – an appointment required under section 29(1) of the *Environmental Management Act*. The primary role of the Sewage Control Manager is to regulate wastewater discharges to the sewer system.

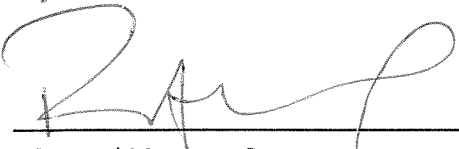
If the Manager of Wastewater Services is absent for any reason, the title of Sewage Control Manager does *not* transfer or apply to the Acting Manager of Wastewater Services. Appointing the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager” will ensure that the duties of the Sewage Control Manager can be continued in the absence of the Manager of Wastewater Services.



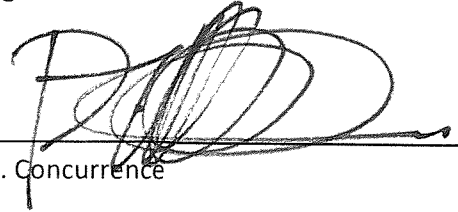
Report Writer



Manager Concurrence



General Manager Concurrence



C.A.O. Concurrence

CAC APPROVAL		###
EAP		
COW	✓	
JUN 25 2015		
RHD		
BOARD		

TO: Sean DePol
Manager, Wastewater Services

DATE: June 24, 2015

FROM: Maurice Mauch
Project Engineer, Wastewater Services

MEETING: CoW, July 14, 2015

FILE: 5330-20-GNPCC-SUBJMAT

SUBJECT: Subject Matter Expert for Secondary Treatment Design at the Greater Nanaimo Pollution Control Centre

RECOMMENDATIONS

That the Board approve extending the Subject Matter Expert contract for Secondary Treatment Design at the Greater Nanaimo Pollution Control Center (GNPCC) to BRC Consulting.

PURPOSE

To consider extending the contract for the Subject Matter Expert for Secondary Treatment Design at the Greater Nanaimo Pollution Control Center to BRC Consulting.

BACKGROUND

The GNPCC is a chemically enhanced primary treatment wastewater treatment plant built in the early 1970's that must be upgraded to secondary treatment by the end of 2018 to provide capacity for future flows, and to meet federal and provincial regulation. The secondary treatment project will include necessary upgrades to the primary treatment, solids handling and odor control systems. The design and construction duration of the project is approximately 3 years.

A request for proposals (RFP) for the Subject Matter Expert for Secondary Treatment Design at the Greater Nanaimo Pollution Control Center was issued August 18, 2014, 3 proposals were received and the work was awarded in September 5, 2014 to BRC Consulting.

The work completed to date by BRC Consulting includes, defining the full project scope, confirming procurement methods, preparing a request for proposals for completion of the detailed design and Environmental Impact Study, and assisting with the selection and management of the consultants. The contract had an initial value of \$100,000, and was extended for an additional \$45,000 to assist with project management, quality assurance and the review of preliminary design and technical reports provided by the prime consultant. Approximately \$102,000 has been expended to date.

To ensure that the project moves forward in a timely manner while maintaining quality objectives from the detailed design stage to the start of construction it is recommended that the contract with BRC Consulting be extended to May of 2016 for an estimated additional cost of \$100,000.

ALTERNATIVES

1. Extend the contract for the Subject Matter Expert for Secondary Treatment Design at the Greater Nanaimo Pollution Control Center to BRC Consulting till May of 2016.
2. Do not award the proposal and re-assess the methods to ensure the project timeline, cost and quality objectives can be met.

FINANCIAL IMPLICATIONS

Alternative 1

There are sufficient funds in the 2015 project budget for this work.

Alternative 2

The subject matter expert is providing substantial value to the project by ensuring timelines are met, project and quality goals are achieved and options are fully considered and examined. BRC Consulting has familiarity with secondary treatment projects and current industry standards. If the contract is not extended the implementation of the secondary treatment project will be more difficult and may be more costly.

The Liquid Waste Management Plan (LWMP) commits the RDN to completing secondary treatment for GNPCC by 2018.

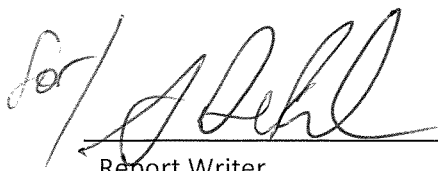
STRATEGIC PLAN IMPLICATIONS

The GNPCC must be upgraded and expanded by 2018 to meet population growth and regulatory requirements. The secondary treatment project supports the goals in the Strategic Plan of continuing to improve the quality of treated wastewater in the region; this will be achieved through improved effluent quality and odour control. This project will also include integrated resource recovery opportunity, such as: effluent and biosolids reuse, heat recovery, and cogeneration optimization.

SUMMARY/CONCLUSIONS

The Liquid Waste Management Plan commits the RDN to secondary treatment and extending the contract of subject matter expert will help ensure that the project moves forward in a timely, cost efficient manner.


A competitive request for proposals process was completed on August 28, 2014, 3 proposals were received, and the highest scoring proposal was provided by BRC Consulting. The services provided to date have ensured the project is on schedule and the scope is fully considered.



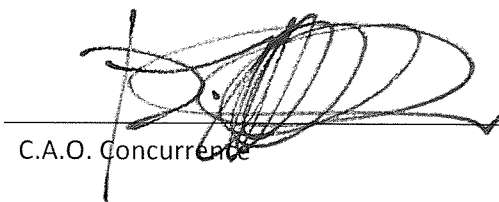
Report Writer



Manager Concurrence



General Manager Concurrence



C.A.O. Concurrence



RDN REPORT		
CAO APPROVAL		
EAP		
CoW	✓	
JUL 06 2015		
RHD		
BOARD		

STAFF REPORT

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: June 30, 2015

FROM: Randy Alexander
General Manager,
Regional & Community Utilities

MEETING: CoW, July 14, 2015

FILE: 5500-22-NBP-01

SUBJECT: Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418

RECOMMENDATIONS

1. That “Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.03, 2015” be introduced and read three times.
2. That “Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.03, 2015” be adopted.

PURPOSE

To bring forward proposed amendments to the Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418 for the Board’s consideration and approval (Attachment 1).

BACKGROUND

In February 2012, the Board adopted “Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, 2012”. This bylaw completed the process of amalgamating all Regional District of Nanaimo (RDN) water service area regulation bylaws.

Bylaw No. 1654 specifies conditions of supply associated with participation in RDN water service areas. The bylaw addresses issues including: illegal and temporary connections; private wells; tampering; restrictions; water conservation levels; permits and exemptions; meters; service connections; fire hydrant use; inter water service area supply; and penalties.

The Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418 (Attachment 2) authorizes enforcement of penalties identified in bylaws specified in Schedule 1 by means of a ticket. Schedules 2 through 32 designate the offence committed under each bylaw, and the corresponding fines which may be levied by ticket.

Schedule 1 of Bylaw No. 1418 cites water use bylaws that have been repealed, and must be updated to include the current amalgamated water use Bylaw No. 1654. This report recommends amending Bylaw No. 1418 as follows:

- Remove designated water use bylaws identified in Schedule 1: Column 1 (numbered 14 through 25) and replace them with a single designated bylaw “Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, 2012”, and update numbering of subsequent designated bylaws accordingly.

- Remove Schedules 15 through 26, and replace them with a single Schedule referencing “Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, 2012”, and renumber subsequent Schedules accordingly.

ALTERNATIVES

1. Authorize the proposed amendments to the Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418.
2. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

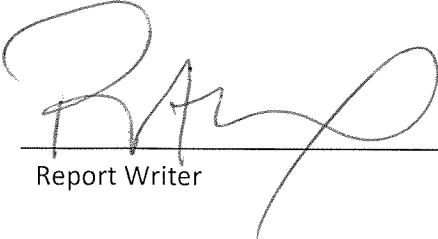
Alternative 1 will result in staff costs for time associated with enforcement ticketing by Bylaw Enforcement Officers. Incidents of non-compliance are limited. Alternative 1 will generate limited revenues associated with collection of fines.

STRATEGIC PLAN IMPLICATIONS

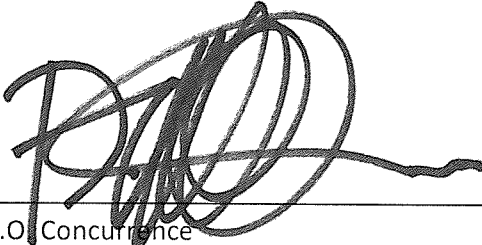
The proposed amendments to the Bylaw Enforcement Ticket Regulation Bylaw are being recommended to enhance overall water resource protection. The proposed amendments align with our strategic goal of developing progressive and efficient water management systems, and recognize the need to sustainably manage our water resources.

SUMMARY/CONCLUSIONS

The Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418 authorizes enforcement of penalties identified in bylaws by means of a ticket. Bylaw No. 1418 must be updated to include the current amalgamated Water Use Regulation Bylaw No. 1654 to allow ticketing for contravention of Bylaw No. 1654. This report recommends amending Bylaw No. 1418 by updating appropriate schedules to remove repealed water use bylaws and including amalgamated Bylaw No. 1654.



Report Writer



C.A.O. Concurrence

Attachment 1

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1418.03

**A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION BYLAW NO. 1418, 2005**

WHEREAS the Board enacted "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005";

AND WHEREAS the Board wishes to amend the bylaw to include the authority to issue tickets under Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, and to remove references to water use bylaws that have been repealed;

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

1. Citation

This Bylaw may be cited as "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.03, 2015".

2. Amendments

"Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005" is amended as follows:

- (1) By deleting Schedule 1 and replacing it with Schedule 1 attached to and forming part of this bylaw.
- (2) By deleting Schedules 15 through 26 and replacing them with a new Schedule 15 as shown on Schedule 2 attached to and forming part of this bylaw, and by renumbering subsequent Schedules of the bylaw accordingly.
- (3) By deleting the words "Schedules 2-32" in Sections 4 and 5 and replacing them with "Schedules 2-21".
- (4) By deleting the words "Schedules 1-32" in Section 6 and replacing them with "Schedules 1-21".

Introduced and read three times this day of , 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 1

Column I

Column II

Designated Bylaws

**Designated Bylaw Enforcement
Officers**

- | | |
|--|--|
| 1. Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001 | Manager of Inspection & Enforcement
Building Inspectors
Bylaw Enforcement Officers |
| 2. Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 | Manager of Inspection & Enforcement
Bylaw Enforcement Officers |
| 3. Regional District of Nanaimo Special Events Regulatory Bylaw No. 1010, 1996 | Members of the Royal Canadian Mounted Police
Bylaw Enforcement Officers |
| 4. Regional District of Nanaimo Gabriola Island Noise Control Regulatory Bylaw No. 1082, 1998 | Members of the Royal Canadian Mounted Police
Bylaw Enforcement Officers |
| 5. Regional District of Nanaimo Electoral Area 'C' Noise Control Regulatory Bylaw No. 1103, 1998 | Members of the Royal Canadian Mounted Police
Bylaw Enforcement Officers |
| 6. Regional District of Nanaimo Electoral Area 'A' Noise Control Regulatory Bylaw No. 1046, 1996 | Members of the Royal Canadian Mounted Police
Bylaw Enforcement Officers |
| 7. Animal Control and Licensing Bylaw No. 939, 1994 | Animal Control Officer
Bylaw Enforcement Officers |
| 8. Animal Control Regulatory Bylaw No. 1066, 1996 | Animal Control Officer
Bylaw Enforcement Officers |
| 9. Regional District of Nanaimo Sign Bylaw No. 993, 1995 | Bylaw Enforcement Officers |

SCHEDULE 1
(Continued)

Column I Designated Bylaws	Column II Designated Bylaw Enforcement Officers
10. Regional District of Nanaimo French Creek Fire Protection Local Service Area Outdoor Burning Bylaw No. 920, 1994	Bylaw Enforcement Officers
11. Regional District of Nanaimo Extension Fire Protection Specified Area Outdoor Burning Bylaw No. 1028, 1996	Bylaw Enforcement Officers
12. Animal Control Bylaw No. 941, 1994	Animal Control Officer Bylaw Enforcement Officers
13. Regional District of Nanaimo Electoral Area 'E' Noise Control Regulatory Bylaw No. 1054, 1996	Member of the Royal Canadian Mounted Police Bylaw Enforcement Officers
14. Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, 2012	Bylaw Enforcement Officers
15. Regional District of Nanaimo (Errington) Fire Services Regulatory Bylaw No. 1006, 1995	Bylaw Enforcement Officers
16. Regional District of Nanaimo Parksville (Local) Fire Protection Service Area Outdoor Burning Bylaw No. 922, 1994	Bylaw Enforcement Officers
17. Regional District of Nanaimo (Dashwood) Fire Services Regulatory Bylaw No. 1390, 2004	Bylaw Enforcement Officers
18. Regional District of Nanaimo Park Use Regulations Bylaw No. 1399, 2004	Bylaw Enforcement Officers Park Operator and Park Staff
19. Regional District of Nanaimo Electoral Area F Zoning and Subdivision Bylaw No. 1285, 2002	Manager of Inspection & Enforcement Bylaw Enforcement Officers
20. Regional District of Nanaimo Waste Stream Management Licensing Bylaw No. 1386, 2004	Zero Waste Compliance Officer Bylaw Enforcement Officers

Chairperson

Corporate Officer

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 15

Column I Regional District of Nanaimo Water Use Regulation Bylaw No. 1654, 2012	Column II Section No. of Bylaw 1654	Column III Amount of Fine	Column IV Amount of Fine	Column V Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Divert water from the system other than permitted at the time of approval	6(1)	\$50.00	\$150.00	\$300.00
2. Damage/allow appliance deterioration leading to water waste	6(4)	\$50.00	\$150.00	\$300.00
3. Owner/occupier water use contrary to restrictions	6(5)	\$50.00	\$150.00	\$300.00
4. Excessive use/water waste	6(7)	\$50.00	\$150.00	\$300.00

Attachment 2

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1418

(Consolidated for convenience only to include up to 1418.02)

A BYLAW TO IMPLEMENT A BYLAW ENFORCEMENT TICKET INFORMATION BYLAW

A. WHEREAS BY Section 266.1 of the *Local Government Act* Division 3 of Part 8 of the *Community Charter* applies to Regional Districts, the Board, is authorized by bylaw to

- a) designate a bylaw for the purpose of this Section, other than a bylaw in relation to a matter prescribed by regulation;
- b) designate as a Bylaw Enforcement Officer, a person who comes within a class of persons prescribed by regulation; and
- c) authorize the use of any word or expression on a ticket to designate an offence against a bylaw.

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

1. Title

This bylaw may be cited as "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005".

2. Designation of Bylaws to be Enforced by Ticket

The bylaws listed in Column I of Schedule 1 to this bylaw may be enforced by means of a ticket in the form prescribed for the purpose of Section 264 of the *Community Charter*.

3. Designation of Bylaw Enforcement Officers

The persons appointed to the job positions or titles listed in Column II of Schedule 1 to this Bylaw are designated as Bylaw Enforcement Officers pursuant to Section 264 of the *Community Charter* for the purpose of enforcing the bylaws listed in Column I of Schedule 1 opposite the respective job positions.

4. Designation of Offences

The words or expressions set forth in Column 1 of Schedules 2-32 to this bylaw designate the offence committed under the bylaw section number appearing in Column II opposite the respective words or expressions.

5. Designation of Fines

The amounts appearing in Column III, Column IV or Column V of Schedules 2-32 to this bylaw are the fines set pursuant to Section 265 of the *Community Charter* for the corresponding offences designated in Column 1.

6. Schedules

For the purposes of this bylaw, Schedules 1-32 are attached to and form part of this bylaw.

7. Effective Date

This bylaw shall take effect upon the date of its adoption.

8. Repeal

"Regional District of Nanaimo Ticket Information Utilization Bylaw No. 1015, 1998 is hereby repealed.

Introduce and read three times this 24th day of May, 2005.

Adopted this 24th day of May, 2005.

Chair

Deputy Administrator

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION AMENDMENT
BYLAW NO. 1418, 2005**

SCHEDULE 1

Column I

Column II

Designated Bylaws

**Designated Bylaw Enforcement
Officers**

- | | |
|--|--|
| 1. Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001 | Manager of Inspection & Enforcement
Building Inspectors
Bylaw Enforcement Officers |
| 2. Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 | Manager of Inspection & Enforcement
Bylaw Enforcement Officers |
| 3. Regional District of Nanaimo Special Events Regulatory Bylaw No. 1010, 1996 | Members of the Royal Canadian Mounted
Police
Bylaw Enforcement Officers |
| 4. Regional District of Nanaimo Gabriola Island Noise Control Regulatory Bylaw No. 1082, 1998 | Members of the Royal Canadian Mounted
Police
Bylaw Enforcement Officers |
| 5. Regional District of Nanaimo Electoral Area 'C' Noise Control Regulatory Bylaw No. 1103, 1998 | Members of the Royal Canadian Mounted
Police
Bylaw Enforcement Officers |
| 6. Regional District of Nanaimo Electoral Area 'A' Noise Control Regulatory Bylaw No. 1046, 1996 | Members of the Royal Canadian Mounted
Police
Bylaw Enforcement Officers |
| 7. Animal Control and Licensing Bylaw No. 939, 1994 | Animal Control Officer
Bylaw Enforcement Officers |
| 8. Animal Control Regulatory Bylaw No. 1066, 1996 | Animal Control Officer
Bylaw Enforcement Officers |
| 9. Regional District of Nanaimo Sign Bylaw No. 993, 1995 | Bylaw Enforcement Officers |

SCHEDULE 1
(Continued)

Column I Designated Bylaws	Column II Designated Bylaw Enforcement Officers
10. Regional District of Nanaimo French Creek Fire Protection Local Service Area Outdoor Burning Bylaw No. 920, 1994	Bylaw Enforcement Officers
11. Regional District of Nanaimo Extension Fire Protection Specified Area Outdoor Burning Bylaw No. 1028, 1996	Bylaw Enforcement Officers
12. Animal Control Bylaw No. 941, 1994	Animal Control Officer Bylaw Enforcement Officers
13. Regional District of Nanaimo Electoral Area 'E' Noise Control Regulatory Bylaw No. 1054, 1996	Member of the Royal Canadian Mounted Police Bylaw Enforcement Officers
14. Regional District of Nanaimo Englishman River Community Water Uses Restrictions Amendment Bylaw No. 1384.01, 2005	Bylaw Enforcement Officers
15. Regional District of Nanaimo Decourcey Water Uses Restrictions Amendment Bylaw No. 1342.01, 2005	Bylaw Enforcement Officers
16. Regional District of Nanaimo Arbutus Park Water Uses Restrictions Amendment Bylaw No. 1350.01, 2005	Bylaw Enforcement Officers
17. Regional District of Nanaimo Fairwinds Water Uses Restrictions Amendment Bylaw No. 1349.01, 2005	Bylaw Enforcement Officers
18. Regional District of Nanaimo Wall Beach Water Uses Restrictions Amendment Bylaw No. 1347.01, 2005	Bylaw Enforcement Officers
19. Regional District of Nanaimo West Bay Water Uses Restrictions Amendment Bylaw No. 1348.01, 2005	Bylaw Enforcement Officers
20. Regional District of Nanaimo Surfside Water Uses Restrictions Amendment Bylaw No. 1346.01, 2005	Bylaw Enforcement Officers
21. Regional District of Nanaimo Nanoose Water Restrictions Amendment Bylaw No. 1345.01, 2005	Bylaw Enforcement Officers

SCHEDULE 1
(Continued)

Column I Designated Bylaws	Column II Designated Bylaw Enforcement Officers
22. Regional District of Nanaimo Madrona Water Uses Restrictions Amendment Bylaw No. 1344.01, 2005	Bylaw Enforcement Officers
23. Regional District of Nanaimo French Creek Water Uses Restrictions Amendment Bylaw No. 1343.01, 2005	Bylaw Enforcement Officers
24. Regional District of Nanaimo Driftwood Water Uses Amendment Restrictions Bylaw No. 1341.01, 2005	Bylaw Enforcement Officers
25. Regional District of Nanaimo San Pareil Water Uses Restrictions Amendment Bylaw No. 1340.01, 2005	Bylaw Enforcement Officers
26. Regional District of Nanaimo (Errington) Fire Services Regulatory Bylaw No. 1006, 1995	Bylaw Enforcement Officers
27. Regional District of Nanaimo Parksville (Local) Fire Protection Service Area Outdoor Burning Bylaw No. 922, 1994	Bylaw Enforcement Officers
28. Regional District of Nanaimo (Dashwood) Fire Services Regulatory Bylaw No. 1390, 2004	Bylaw Enforcement Officers
29. Regional District of Nanaimo Park Use Regulations Bylaw No. 1399, 2004	Bylaw Enforcement Officers Park Operator and Park Staff
30. Regional District of Nanaimo Electoral Area F Zoning and Subdivision Bylaw No. 1285, 2002	Manager of Inspection & Enforcement Bylaw Enforcement Officers
31. Regional District of Nanaimo Waste Stream Management Licensing Bylaw No. 1386, 2004	Zero Waste Compliance Officer Bylaw Enforcement Officers

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 2

Column I	Column II	Column III
Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001	Section No. of Bylaw 1250	Amount of Fine
1. Construct without a permit.	Section 3(1)	\$150.00
2. Occupy without a permit.	Section 3(2)	\$150.00
3. Use change/no permit.	Section 3(3)	\$150.00
4. Continue construction/occupy contrary to Permit, Notice, Certificate or Order.	Section 3(4)	\$150.00
5. No inspection obtained.	Section 3(5)	\$100.00
6. Unauthorized work/variance.	Section 3(6)	\$100.00
7. Deface/remove Notice/Permit/Certificate.	Section 3(7)	\$100.00
8. No permit for alteration, addition or repair to a building in unsafe condition	Section 3(8)	\$150.00
9. Work contrary to a requirement of the Bylaw or the BC Building Code	Section 3(9)	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 3

Column I	Column II	Column III
Regional District of Nanaimo Land Use & Subdivision Bylaw No. 500, 1987	Section No. of Bylaw 500	Amount of Fine
1. Illegal land use.	3.2.1	\$100.00
2. Insufficient site area.	3.2.2.a)	\$100.00
3. Setback encroachment.	3.2.2.b)	\$100.00
4. Excessive parcel coverage.	3.2.2.c)	\$100.00
5. Over height building/structure	3.2.2.d)	\$100.00
6. Excessive floor area ratio	3.2.2.e)	\$100.00
7. Excessive number of units/buildings/structures	3.2.2.f)	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 4

Column I	Column II	Column III
Special Events Regulatory Bylaw No. 1010, 1996	Section No. of Bylaw 1010	Amount of Fine
1. Owner occupier allow Special Event without permit.	8(a)	\$100.00
2. No permit.	8(b)	\$100.00

Schedule '5' to accompany "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 5

Column I	Column II	Column III
Regional District of Nanaimo Gabriola Island Noise Control Regulatory Bylaw No. 1082, 1998	Section No. of Bylaw 1082	Amount of Fine
1. Allow/permit noise.	5	\$100.00
2. Prohibited act causing noise	6	\$100.00

Schedule '6' to accompany "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 6

Column I	Column II	Column III
Regional District of Nanaimo Electoral Area 'C' Noise Control Regulatory Bylaw No. 1103, 1998	Section No. of Bylaw 1103	Amount of Fine
1. Prohibited act causing noise	5(a)	\$100.00
2. Allow noise.	5(b)	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 7

Column I	Column II	Column III
Regional District of Nanaimo Electoral Area 'A' Noise Control Regulatory Bylaw No. 1046, 1996	Section No. of Bylaw 1046	Amount of Fine
1. Allow/permit noise.	5	\$100.00
2. Prohibited act causing noise	6	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 8

Column I	Column II	Column III
Animal Control and Licensing Bylaw No. 939, 1994	Section No. of Bylaw 939	Amount of Fine
1. Noisy dog	4(1)	\$100.00
2. Dog at Large	4(2)(a)	\$ 50.00
3. Dog harassing/molesting	4(2)(b)	\$100.00
4. Dangerous dog at large	4(3)(a)	\$500.00
5. Uncontrolled dangerous dog, public place	4(3)(b)	\$500.00
6. Uncontrolled dangerous dog, private property	4(3)(c)	\$200.00
7. Unconfined dangerous dog, owner's premises	4(4)	\$200.00
8. No Licence	5(1)	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 9

Column I	Column II	Column III
Animal Control Regulatory Bylaw No. 1066, 1996	Section No. of Bylaw 1066	Amount of Fine
1. Noisy dog	4(1)	\$100.00
2. Dog at large	4(2)(a)	\$ 50.00
3. Dog is harassing/molesting	4(2)(b)	\$100.00
4. Dangerous dog at large	4(3)(a)	\$500.00
5. Uncontrolled dangerous dog, public place	4(3)(b)	\$500.00
6. Uncontrolled dangerous dog, private property	4(3)(c)	\$200.00
7. Unconfined dangerous dog, owner's premises	4(4)	\$200.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 10

Column I	Column II	Column III
Regional District of Nanaimo Sign Bylaw No. 993, 1995	Section No. of Bylaw 993	Amount of Fine
1. Excessive number of signs.	5(a)	\$100.00
2. Excessive projecting/billboard/freestanding signs.	5(b)	\$100.00
3. Oversize/over height sign.	5(c)	\$100.00
4. Place/maintain/construct advertising or identifying sign	3	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 11

Column I	Column II	Column III
Regional District of Nanaimo French Creek Fire Protection Local Service Area Outdoor Burning Bylaw No. 920, 1994	Section No. of Bylaw 920	Amount of Fine
1. Start/maintain illegal fire.	5	\$100.00
2. Start/maintain fire without permit.	6	\$100.00
3. Burn noxious material.	7	\$100.00
4. Fire out of season	8(a)	\$100.00
5. Fire within 10 m of building/structure/overhead wiring/highway	8(b)	\$100.00
6. Unsupervised fire	8(c)	\$100.00
7. Garden refuse	9	\$100.00
8. Obstruction of Officer	12	\$200.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 12

Column I	Column II	Column III
Regional District of Nanaimo Extension Fire Protection Specified Area Outdoor Burning Bylaw No. 1028, 1996	Section No. of Bylaw 1028	Amount of Fine
1. Start/maintain cooking fire contrary to conditions	5(a)	\$100.00
2. Unsupervised cooking fire burn site	5(b)	\$100.00
3. No outdoor fire permit	6(a)	\$100.00
4. Outdoor fire within 3 m of building/structure/ overhead wiring/highway	6(b)	\$100.00
5. Unsupervised outdoor fire burn site	6(c)	\$100.00
6. No permit for outdoor fire burn site	7(a)	\$100.00
7. Outdoor fire exceeding 10m/ha within 3 m of building/structure/ overhead wiring/highway	7(b)	\$100.00
8. Unsupervised outdoor fire exceeding 10m/ha burnsite	7(c)	\$100.00
9. Burn noxious material	9	\$100.00
10. Obstruction of Officer	12	\$200.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 13

Column I	Column II	Column III
Animal Control Bylaw No. 941, 1994	Section No. of Bylaw 941	Amount of Fine
1. Dangerous dog at large	4(1)(a)	\$500.00
2. Uncontrolled dangerous dog, public place	4(1)(b)	\$500.00
1. Uncontrolled dangerous dog, private property	4(1)(c)	\$200.00
4. Unconfined dangerous dog, owner's premises	4(2)	\$200.00

Schedule '14' to accompany "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 14

Column I	Column II	Column III
Regional District of Nanaimo Electoral Area 'E' Noise Control Regulatory Bylaw No. 1054, 1996	Section No. of Bylaw 1054	Amount of Fine
1. Allow/permit noise	5	\$100.00
2. Prohibited act causing noise	6	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 15

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Englishman River Community Water Uses Restrictions Amendment Bylaw No. 1384.01, 2005	Section No. of Bylaw 1384.01	Amount of Fine	Amount of Fine	Amount of Fine
		1st Offence	2nd Offence	3rd Offence
		1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 16

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Decourcey Water Uses Restrictions Amendment Bylaw No. 1342.01, 2005	Section No. of Bylaw 1342.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 ST Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 17

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Arbutus Park Water Uses Restrictions Bylaw Amendment No. 1350.01, 2005	Section No. of Bylaw 1350.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to waterwaste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 18

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Fairwinds Water Uses Restrictions Amendment Bylaw No. 1349.01, 2005	Section No. of Bylaw 1349.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150;00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 19

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Wall Beach Water Uses Restrictions Amendment Bylaw No. 1347.01, 2005	Section No. of Bylaw 1347.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
		1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$150.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 20

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo West Bay Water Uses Restrictions Amendment Bylaw No. 1348.01, 2005	Section No. of Bylaw 1348.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
		1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 21

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Surfside Water Uses Restrictions Amendment Bylaw No. 1346.01, 2005	Section No. of Bylaw 1346.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 22

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Nanoose Water Uses Restrictions Amendment Bylaw No. 1345.01, 2005	Section No. of Bylaw 1345.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 23

Column I	Column II	Column III	Column IV	Column V
Regional District of Nanaimo Madrona Water Uses Restrictions Amendment Bylaw No. 1344.01, 2005	Section No. of Bylaw 1344.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 24

Column I Regional District of Nanaimo French Creek Water Uses Restrictions Amendment Bylaw No. 1343.01, 2005	Column II Section No. of Bylaw 1343.01	Column III Amount of Fine	Column IV Amount of Fine	Column V Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 25

Column I	Column II	Column III	Column	Column
Regional District of Nanaimo Driftwood Water Uses Restrictions Amendment Bylaw No. 1341.01, 2005	Section No. of Bylaw 1341.01	Amount of Fine	Amount of Fine	Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
		1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 26

Column I Regional District of Nanaimo San Pareil Water Uses Restrictions Amendment Bylaw No. 1340.01, 2005	Column II Section No. of Bylaw 1340.01	Column III Amount of Fine	Column IV Amount of Fine	Column V Amount of Fine
		1 st Offence	2 nd Offence	3 rd Offence
1. Damage/allow appliance deterioration leading to water waste	2(a)	\$50.00	\$150.00	\$300.00
2. Owner/occupier water use contrary to restrictions	2(b)	\$50.00	\$150.00	\$300.00
3. Excessive use/water waste	2(d)	\$50.00	\$150.00	\$300.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 27

Column I	Column II	Column III
Regional District of Nanaimo (Errington) Fire Services Regulatory Bylaw No. 1006, 1995	Section No. of Bylaw 1006	Amount of Fine
1. Obstruct Fire Chief or staff	4(1)	\$150.00
2. Enter prohibited area	4(2)	\$100.00
3. Impede fire hose	4(3)	\$100.00
4. Impede access to private or public fire hydrant/stand pipe	4(4)	\$100.00
5. Park/leave vehicle within 7.6 m of a private or public hydrant/standpipe	4(5)	\$100.00
6. Removal of matter/thing by owner/occupier that creates hazard	5(1)	\$50.00
7. Failure to secure unoccupied building	5(2)	\$50.00
8. Burning outside of a commercial or domestic incinerator	6(1)	\$100.00
9. Use of domestic incinerator within 10 m of a building/structure/overhead wiring or highway	6(2)(a)	\$100.00
10. Unsupervised domestic incinerator	6(2)(b)	\$100.00

Chairperson

Deputy Administrator

Column I	Column II	Column III
Regional District of Nanaimo (Errington) Fire Services Regulatory Bylaw No. 1006, 1995	Section No. of Bylaw 1006	Amount of Fine
11. Failure to extinguish fire	6(3)	\$100.00
12. Failure to comply with direction or order of the Fire Chief	7(2)	\$100.00
13. Deposit of mill waste greater than 3 m	8(1)(a)	\$100.00
14. Failure to provide 305 mm of non-flammable cover material within one week of deposit	8(1)(b)	\$100.00

Chairperson

Deputy Administrator-

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 28

Column I	Column II	Column III
Regional District of Nanaimo Parksville (Local) Fire Protection Service Area Outdoor Burning Bylaw No. 922, 1994	Section No. of Bylaw 922	Amount of Fine
1. Start/maintain construction or clearing waste fire	5	\$100.00
2. Agricultural clearing waste fire without permit	6	\$100.00
3. Burn noxious material in outdoor fire	7	\$100.00
4. Out of season outdoor fire	8(a)	\$100.00
5. Outdoor fire with 10 m of building/structure/overhead wiring/highway	8(b)	\$100.00
6. Unsupervised outdoor fire burn site	8(c)	\$100.00
7. Outdoor fire exceeding 2 m ² /burn off site material	9	\$100.00
8. Obstruct/hinder officer carrying out inspection	12	\$200.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 29

Column I	Column II	Column III
Regional District of Nanaimo (Dashwood) Fire Services Regulatory Bylaw No. 1390, 2004	Section No. of Bylaw 1390	Amount of Fine
1. False representation as fire Department member	4(9)	\$50.00
2. Obstruct Fire Chief or member of incident	5(2)	\$200.00
3. Propel vehicle over fire hose/ equipment without permission	5(6)	\$100.00
4. Impede access to private/public fire hydrant/standpipe/cistern/ body of water	5(7)	\$100.00
5. Park/leave vehicle with 7.6 m of a private or public fire hydrant/ standpipe	5(8)	\$100.00
6. Failure of owner/occupier of real property to remove fire hazards	6(1)	\$100.00
7. Failure to secure abandoned building against unauthorized entry	6(2)	\$100.00
8. Owner/occupier failure to maintain fire alarm	6(3)	\$100.00
9. Owner/occupier failure to maintain private hydrants	6(4)	\$100.00

Chairperson

Deputy Administrator

Column I Regional District of Nanaimo (Dashwood) Fire Services Regulatory Bylaw No. 1390, 2004	Column II Section No. of Bylaw 1390	Column III Amount of Fine
10. Unauthorized burning of waste materials	7(1)	\$100.00
11. Use domestic incinerator with 10 m of building/structure/overhead wiring or highway	7(2)(i)	\$100.00
12. Unsupervised use of domestic incinerator	7(2)(ii)	\$100.00
13. Failure to extinguish fire	7(3)	\$100.00
14. Failure of Commercial incinerator to comply with direction/order of Fire Chief	8(2)	\$100.00
15. Deposit of mill waste of depth greater than 3 m	9(1)(i)	\$100.00
16. Failure to deposit required material to deposit	9(1)(ii)	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 30

Column I	Column II	Column III
Park Use Regulations Bylaw No. 1399, 2004	Section No. of Bylaw 1399	Amount of Fine
1. Failure to comply with campground rules	5.1	\$100.00
2. Make/cause disturbing noise/sound	5.3(b)(i) & (ii)	\$100.00
3. Vehicle operation causing disturbance	5.4(a) iii	\$100.00
4. No park use permit	5.5(b)	\$100.00
5. Camp without registering	5.6(a)	\$100.00
6. Operate vessel in swimming area	5.7(a)iii	\$100.00
7. Cycling/horseback riding off trail	5.8(a)ii	\$100.00
8. Domestic animal at large	5.9(b)	\$50.00
9. Interfere with wild animal	5.9(g)	\$100.00
10. Hunting; carrying or discharging guns or bows	5.10(a)	\$200.00
11. No fish/shell fish license	5.10(b)	\$50.00
12. Littering	5.11(a)	\$50.00

Chairperson

Deputy Administrator

Column I	Column II	Column III
Park Use Regulations Bylaw No. 1399, 2004	Section No. of Bylaw 1399	Amount of Fine
13. Depositing garbage in park	5.11(b)	\$200.00
14. Failure to alert authorities about a known pollution event	5.11(e)	\$50.00
15. Obstruct Park Access	5.12(a)(ix)	\$100.00
16. Fire without Park Use permit	5.13(a)(i)	\$100.00
17. Failure to alert authorities about known at-large fires	5.13(c)	\$50.00
18. Damage/destroy Park feature	5.14(a)(ii)	\$100.00
19. Unacceptable play behavior	5.15(a)	\$50.00
20. Special use without Park use permit	5.16(a)(i)	\$100.00
21. Failure to comply with the terms of a park use permit	5.17(g)	\$100.00

Schedule '31' to accompany "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Bylaw No. 1418, 2005

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION
BYLAW NO. 1418, 2005**

SCHEDULE 31

Column I	Column II	Column III
Regional District of Nanaimo Electoral Area F Zoning and Subdivision Bylaw No. 1285, 2002	Section No. of Bylaw 1285	Amount of Fine
1. Illegal Land Use	1.3(1)	\$100.00
2. Illegal Setback	2.8	\$100.00

Chairperson

Deputy Administrator

**REGIONAL DISTRICT OF NANAIMO
BYLAW ENFORCEMENT TICKET REGULATION AMENDMENT
BYLAW NO. 1418, 2005**

SCHEDULE 32

Column I	Column II	Column III
Regional District of Nanaimo Waste Stream Management Licensing Bylaw No. 1386, 2004	Section No. of Bylaw 1386	Amount of Fine
1. Generate municipal solid waste or recyclable material that has been delivered, deposited, stored or abandoned at unlicensed location.	6.1(a)	\$100.00
2. Haul municipal solid waste or recyclable material that has been delivered, deposited, stored or abandoned at unlicensed location.	6.1(b)	\$100.00
3. Have charge/control of land/buildings on which municipal solid waste or recyclable material that has been delivered, deposited, stored or abandoned.	6.1(c)	\$100.00

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
WEDNESDAY, MAY 20, 2015
10:00 AM
(Lighthouse Community Centre, Qualicum Bay)

ATTENDANCE: Bill Veenhof, Chair, Director, RDN Board
David Wiwchar
Nancy Robertson
Dagmar Sedel

STAFF: Wendy Marshall, Manager of Park Services
Elaine McCulloch, Parks Planner

REGRETS: Valerie Weismiller
Barry Ellis

CALL TO ORDER

Chair Veenhof called the meeting to order at 10:00am.

ELECTION OF SECRETARY

No secretary was elected. This item needs to appear on the next meeting's agenda when more committee members are present. E. McCulloch will take the minutes for this meeting.

MINUTES

MOVED N. Robertson, SECONDED D. Sedel that the minutes of the regular Electoral Area 'H' Parks and Open Space Advisory Committee meeting held March 6th, 2015 be approved.

CARRIED

UNFINISHED BUSINESS

Water Access Signage

E. McCulloch provided a verbal update regarding the progress made regarding the installation of the water access signage for access numbers #47, #42, #36, #31, #24, #23, ## 17, #11. Staff will install typical water access signage. The signs can be updated once permission has been granted by the local First Nations through a consultation process.

REPORTS

Monthly Update Regional and Community Parks and Trail Projects – January - February 2015
Monthly Update Regional and Community Parks and Trail Projects – November – March 2015

Ms. McCulloch gave a summary of the Regional and Community Parks and Trail Projects reports.

Area H POSAC Outreach Report

B. Veenhof presented the summary report for the May 10th, 2015 Area H POSAC Outreach event put on by the POSAC members.

5 Year Planning Review 2015-2019

The following additions/changes were made to the Planning worksheet:

High Priority 2015

Add: Dunsmuir area POSAC outreach event

High Priority 2016

Add: Trail Mapping: continue to provide support to volunteer group

Add: McColl Rd, trail signs

Medium Priority 2017/2018

Add: Connecting School Trail

Add: Henry Morgan Playground Improvements

Add: Lighthouse Regional Trail connection to Bowser/Deep Bay

Move: Dunsmuir CP Park Development

Additional Project Suggestions

Add: Dunsmuir CP Park Development

Add: Support roadside safety improvements

Add: Stairs to Qualicum Bay – water access development

MOVED N. Robertson, SECONDED D. Sedel that the reports be received.

CARRIED

NEW BUSINESS

Dunsmuir CP – POSAC Outreach Event

Date: Friday, September 18th evening

Purpose: To gather park improvement ideas from local residents.

N. Robertson to ask volunteer group if they would like to help coordinate the event. E. McCulloch to work with local volunteers to put on the event; ad mail posters to local residents; provide posters to POSAC members to put up before the September long weekend; provide map & sticky notes to capture community feedback. Ideas for the event include BBQ, bouncy castle.

DIRECTOR'S UPDATE

B. Veenhof provided an update on the proposed Rest Stop at Horne Lake Rd and the Inland Hwy.

ADJOURNMENT

MOVED D. Wiwchar that the meeting be adjourned at 11:35 am.

CARRIED

Chair

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF ELECTORAL AREA 'E' PARKS AND OPEN SPACES ADVISORY
REGULAR COMMITTEE MEETING HELD
WEDNESDAY MAY. 27, 2015
7:00PM
(Nanoose Place)**

Attendance: Director Bob Rogers - Chair
Peter Law – Secretary
Gordon Wiebe
Scott Rowswell
Vicki Voros
Debbie Mitchell

Staff: Elaine McCulloch, Parks Planner
Wendy Marshall, RDN Parks Manager

Regrets: Diana Young

CALL TO ORDER

Director Rogers called the meeting to order at 7:00pm

DELEGATIONS

No Delegations

MINUTES

MOVED G. Wiebe, SECONDED S. Rowswell that the Minutes of the Regular Meeting of the Nanoose Bay (Area E) POSAC held February 25, 2015 be approved.

CARRIED

REPORTS

Monthly Update(s) of Community Parks and Regional Parks and Trails Projects (January to April, 2015)

Ms. McCulloch tabled these reports

District 69 Recreation Commission Report

G. Wiebe provided a summary of some recent issues being discussed at the Commission, including a 2016 budgeting proposal for a “needs assessment” report on developing an outdoor multi-sport complex in District 69.

Fairwinds Regional Parks Management Plan

Ms. Marshall summarized the public engagement (Survey and Open House) process that occurred in May. The final Fairwinds Park Management Plan will be submitted to the Parks and Trails Select Committee on June 16th.

P. Law asked if there would be any more opportunities for public comment on the Plan before it is adopted by the Board. Ms. Marshall responded that the public comment period has now closed.

Claudette Community Park

Ms. McCulloch provided a brief summary about proposed tree removal work in the Park and on MOTI property (NWB Road). A bird assessment is being proposed before work begins.

Blueback Community Park – Revised Concept Plan and Cost estimates (Plan and Cost materials provided at the meeting)

Ms. McCulloch provided members with a revised plan (May 2015) and costs. The plan has changed since being discussed by POSAC at the Feb. 2015 meeting. Input has been received from Director Rogers and David Polster (ecological restoration consultant). Ms. McCulloch has modified the (May 2015) slightly (with mark-ups).

The revised Park plan is to complete the project in 2 phases. Phase 1 will see site prep, removal of Blackberry, modify site drainage patterns, installation of waterline (for plant watering) planting of grasses and site furnishings on the foreshore, path and parking. The Phase 2 will be to control the Blackberry and replant using native plants. This may take several years.

General Comments:

- Plan is much improved from Feb 2015.
- A plant/grass water system is proposed
- Danger tree management issues exist on site. Large Cedar tree may be made into a “wildlife tree”
- POSAC members agree with the Plan layout (May 2015) with “Mark-ups”

S. Rowswell – asked about the cost estimate of \$20K for annual park maintenance?

Ms. McCulloch suggested that this cost estimate was high, and that an effort to monitor blackberry and re-introduce native plants will result in annual park maintenance that will be much lower.

G. Wiebe – Asked about the potential for funds to be invested in this project from the Commercial Divers who use this site?

Ms. McCulloch stated that the Park Use Bylaw will be updated this year. A discussion regarding “Park User Fees” will occur during this process that will clarify how Commercial “Park Users” will be required to pay to use Community Parks. At this point, it is unlikely that Commercial Divers will contribute to the Blueback Park Plan (May 2015).

S. Rowswell – Questioned the level of accuracy of this (May) budget for Blueback Park. The costs have risen \$20,000 from February (2015) budget estimates, plus there is a contingency of 15%, so these costs estimates do not seem accurate? Is there a “ceiling” on how much this project can spend?

Ms. McCulloch explained that based on POSAC direction at the last meeting, the scope of the project increased. As the plan is still at the concept stage the cost estimates are based on order of magnitude costing. Cost estimates will become more accurate as construction drawings are developed. The final cost of the project will be known once the contractor “bidding process” is completed in the coming weeks.

Director Rogers stated that once the bids are received, the Directors will make the final decision on whether to proceed with the project, or to revisit the project design to reduce costs.

MOVED P. Law, SECONDED G. Wiebe that the reports be received.

CARRIED

NEW BUSINESS

5 Year Planning Review (2015 - 2019) – Table provided at the meeting

Ms. McCulloch provided an overview of this table, and how the projects listed have been placed here over the years by previous Area E POSAC Committees. In recent months, she has heard from POSAC members that we are interested in “fast-tracking” trails for Area E. She also recognizes that the new Oakleaf subdivision will have a unique parcel of land transferred to the RDN for a Community Park, and that this site should be the subject of a Park Plan process.

S. Rowswell commented that the 5 year time frame for projects does not make sense for a number of reasons:

1. budget limitations and
2. limited staff resources to develop/cost projects.

Director Rogers pointed out that he likes to see a 5 year horizon on potential park projects. He suggested the POSAC form a “sub-committee” to review the existing spreadsheet and background materials with new eyes and provide some ideas for projects. This subcommittee will provide a report on their recommendations for the AREA E - 5-Year Project Planning (worksheet) 2015-2019 by mid July 2015.

POSAC Members in attendance who volunteered to review the table include: S. Roswell, V. Voros, D. Mitchell.

Ms. McCulloch will supply maps to sub-committee members.

COMMITTEE ROUND TABLE

Director Roger asked POSAC members to comment about Community Parks in the future:

- G. Wiebe – would like to see more attention given to roadside trails in our community
- D. Mitchell – keen about trail developments
- V. Voros – keen about trail development
- P. Law – Happy to see the Blueback Park project coming to final design and implementation. This has taken a long time, but glad the RDN Parks have followed through.

Comments from Public:

Director Rogers invited anyone in attendance to ask questions about Community Parks issues.

Mr. D. Bligh of Henley Place - indicated there is a Community Park in his neighbourhood that is “rough shape” and looks ugly. POSAC subcommittee to follow up with Mr. Bligh about this issue.

ADJOURNMENT

MOVED G.Wiebe, SECONDED D. Mitchell that the meeting be adjourned at 9:00 pm.

CARRIED

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY JUNE 2, 2015
7:00pm

(WOMEN' INSTITUTE HALL)

Attendance Howard Houle, Director, RDN Board, Chair
 Jacinthe Eastick
 Randy Young
 Megan Walker
 Mark Wooley

Staff Elaine McCulloch, Park Planner

Regrets Sam Betts

CALL TO ORDER

Chair Houle called the meeting to order at 7.00 p.m.

AGENDA

MOVED M. Walker, SECONDED R. Young to adopt the agenda after adding "Business arising from Delegations" & "Business arising from Correspondence" after "New Business".

CARRIED

DELEGATION

MOVED J. Eastick, SECONDED R. Young to accept Jack Schick as a late delegation.

Doug Chalke, Mudge Island resident- re: Mudge Davidson Bay Parking Lot. Mr. Chalke contends that the existing parking at MI 15 is adequate even on busy long week-end & that the money should go towards a more worthy task like a barge access at Flat Fish for example.

Mr. Schick, Chair of the Mudge Island Land Trust Association, an organization who volunteered to help find water access ID pins, making trails, etc. They hope that the RDN will survey the "difficult" beach accesses. i.e. where homeowners may be confrontational, also where the ID pins are made of aluminium. The hope is to identify as many beach accesses as they can. A resident has volunteered to make signs. Consultation with neighbours prior to identifying the ID pins is the first step taken.

MINUTES

MOVED R. Young seconded M. Whooley to adopt the Minutes of the Regular Electoral Area 'B' Parks and Open Space Advisory Committee meeting held March 16, 2015, as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Cox Park Community Signage

GALTT Cox Park Community Signage – GALTT is willing to install the signs with the expectation that the RDN will cover the cost of materials and the benches.

MOVED by R. Young, SECONDED J. Eastick that the RDN proceed with the Cox Community Park internal directional signage proposed by GALTT funded through the 2015 Electoral Area 'B' Community Park budget for Cox Community Park and to allocate funding in the 2016 Budget for the 'Welcome' sign and two benches for the park.

CARRIED

Note: Mr. Chalke will send photos of two benches he offered to donate to establish if they satisfy the required standard or could be used.

Davidson Bay Parking Lot Upgrade

After consideration of the high cost on account of the archeological status of the site (\$30,000+) and all other factors, Mudge Island Residents (straw polled) and the POSAC members came to the same conclusion. The remaining \$12,000 will go towards ongoing beach accesses identification instead. An Ad Hoc Committee may be created to work on that sole purpose and to keep their fingers on the pulse of the community in terms of priorities & managing volunteers. MOTI and RCMP are the entities to contact if someone encroaches or wishes to block the volunteers' work on beach accesses.

MOVED M. Wooley, SECONDED R. Young, that the RDN not to proceed with the Davidson Bay Parking Lot upgrade project.

CARRIED

- R. Young indicated that there is no encroachment in the Gravel Pit trail. MOTI has given a verbal approval to work on the trail and stated that no permit will be issued. A similar approval has yet to be received for Bells Landing.
- No 28 sign in 707 Community Park could use a side-marker to indicate the direction to Fisher Road
- It was suggested that directional Gertie icons could be put on applicable markers in community parks.
- Spring Beach Drive stairs repairs back on the Work Plan

CORRESPONDENCE/COMMUNICATIONS

M. Walker, POSAC to E. McCulloch, RDN **RE: Mobility Improvements**

Request for facilities for people with low mobility, for example a small looped trail and a truly accessible beach access. E. McCulloch suggested & it was agreed that this item be put on the Work Plan to discuss how to do that on an ongoing basis.

MOVED R. Young, SECONDED M. Woolley to receive the correspondence.

CARRIED

REPORTS

Monthly Update Regional and Community Parks and Trail Projects – Jan-Feb 2015

Monthly Update Regional and Community Parks and Trail Projects – March 2015

Monthly Update Regional and Community Parks and Trail Projects – April 2015

MOVED J. Eastick, SECONDED M. Walker to receive the Reports

CARRIED

The Village Trail is with the engineers at this time. Then it will go to MOTI.

NEW BUSINESS

2015-2019 Work Plan

The 2015-2019 WORK PLAN was reviewed:

- Remove Davidson Bay parking Lot development from the Work Plan
- RDN Board has approved the application for a \$100,000 grant for Huxley Park - Canada 150 Community Infra-structure Grant. If successful the RDN will have to match that from the Parks Reserve Fund. The scope of the application is the playground, Sports Court and Open performance Area.
- RDN has also applied for a \$60,000 Co-op Community Spaces Grant for the Huxley Park Playground - RDN would contribute \$25,000 and the Gabriola Lions \$5,000
- Skate Park concept design shelved unless grant applications are unsuccessful.
- RDN signed a 30 year lease with Provincial Government for Joyce Lockwood Park.
- Spring Beach stairs need to be repaired again. Derek Kilbourn mentioned that 6 stairs may be available at Madrona West. Randy will follow-up. Spring Beach is designated an archeological site on the map. This will need careful consideration
- Add "mobility issue" in the Medium Priorities; a looped trail and direct access to the water for mobility challenged individuals was mentioned. GALTT will discuss the possibilities.
- Add "welcome Sign and benches in Cox Park" 2016

Community Park Name changes (handout) – deferred to next meeting

BUSINESS ARISING FROM DELEGATIONS

- MI- 17 is a Regional District Park which could be fenced to delineate its boundaries
- Process to follow to site a picnic shelter on beach accesses and/or park
- Why surveying of MI-18? It is a huge area! The two side pins have been found recently.
- The RDN has passed a motion to ask staff to look into all aspects of building and operating a barge and boat launch facility at Flat Fish. Other projects took precedence so far. Maybe an expensive proposition because of the extensive blasting, an alternative may be to lease or rent space from Moonshine Cove Yatch Club.

BUSINESS ARISING FROM CORRESPONDENCE

ROUND TABLE

Developing MI 20 would be an expense to be borne by Mudge Island residents

ADJOURNMENT

MOVED J. Eastick to adjourn 8.30.

CARRIED

Chairperson



Gabriola Land & Trails Trust
PO Box 56
Gabriola Island BC V0R 1X0

Cox Community Park Signage Proposal

To Be Submitted to the Regional District of Nanaimo

By Gabriola Land & Trails Trust

Introduction

The 113-acre Cox Community Park was purchased by the Regional District of Nanaimo (RDN) in 2002 on behalf of the residents of Electoral Area B (Gabriola, Mudge, and De Courcy Islands). It is named after one of Gabriola Island's pioneering families.

There are two primary entry points to the park on the east side of Taylor Bay Road – one across from McConvey Road and one across from the entrance to Descanso Bay Regional Park. At the eastern boundary, there is an entrance at the end of River Place. There is also an access from Bruce Lynn Drive via a private, GaLTT-licensed trail.

Following the purchase of Cox Community Park in 2002, the pre-existing park trails were soon supplemented by the construction of a new trail to River Place on the eastern park boundary and a new trail approximately parallel with Taylor Bay Road to link the two west side entrance to the park. The latter trail was GaLTT's inaugural trail project and was named the Yogi Trail because of its proximity to the landmark rock figure erected by the Youth Organization of Gabriola Island (YOGI) in the 1960s.

A proposal for a new trail in Cox Community Park was submitted by the Gabriola Land & Trails Trust (GaLTT) to the Parks and Open Space Advisory Committee (POSAC) in early 2014, and was subsequently approved by the RDN. The new trail was cleared and constructed by GaLTT volunteers during the summer and fall of 2014. The new trail is approximately 0.6 km in length and provides walking access to the formerly inaccessible southeastern portion of the park. The route provides excellent viewing opportunities of several natural features (Mallett Creek, lake/reservoir, character trees, rock formations). GaLTT's proposed name for the new trail is Mallett Creek Loop.

Current Signage

There is currently a 'Welcome to Cox Community Park' sign at the eastern entrance (at River Place) and signed posts at most trail intersections. The east and west entry points to the new trail are currently unsigned, as are the two main entrances on Taylor Bay Road. The existing signed posts at trail intersections have small blue trail

signs (5 ½" x ~ 12") with trail names and directional arrows. However, some trail names are un-descriptive. For example, the 'North Loop' is actually only a loop when combined with the Yogi Trail. Also, while directions to River Place are clearly indicated, there are currently no directional signs to Taylor Bay Road. The new trail that was constructed in 2014 is currently unsigned.

Proposal

This proposal for Cox Community Park has been developed to provide desired outcomes as follows:

1. All trail posts will clearly indicate directions to nearby connecting trails and to both main park entrances (River Place and Taylor Bay Road).
2. The trail system will consist of one main artery trail connecting Taylor Bay Road and River Place, and two separate loop trails (Yogi Loop and Mallett Creek Loop).
3. 'Welcome to Cox Community Park' signs will be located at both ends of the artery trail connecting Taylor Bay Road and River Place.
4. A small colour map clearly indicating the layout of the entire trail system will be affixed to posts at the three main park entrances (two on Taylor Bay Road and one at River Place) and at the park boundary at the end of the licensed trail from Bruce Lynn Drive.
5. One park bench (RDN standardized design) will be located at a scenic point on each of the two loop trails.

The proposed trail layout is illustrated in Figure 1. The main artery trail is drawn in black. The Yogi Loop and Mallett Creek Loop are drawn in red and green, respectively. The proposed locations of ten wooden signage posts (#'s 1 to 10), trail map signs, 'Welcome to Cox Community Park' signs, and the two proposed benches are also indicated.

The proposed trail signs to be affixed to each of the ten posts are shown in Figure 2.

Cost Estimate

Using information provided by the Regional District of Nanaimo, the estimated costs are as follows:

1. RDN standard trail signs (5 ½" x ~ 12") – 31 signs @ ~ \$22/sign = \$682
2. Stainless steel screws – 124 screws = ~ \$25
3. Welcome sign – ~ \$2,250
4. Cedar posts (6"x6"x8 ft) – 6 posts @ \$45 = \$270
5. Benches – 2 benches @ ~ \$750/bench == \$1500

TOTAL ~ \$4727

Figure 1. Trail layout in Cox Community Park with proposed trail names, locations of signed posts, benches, and trail maps.

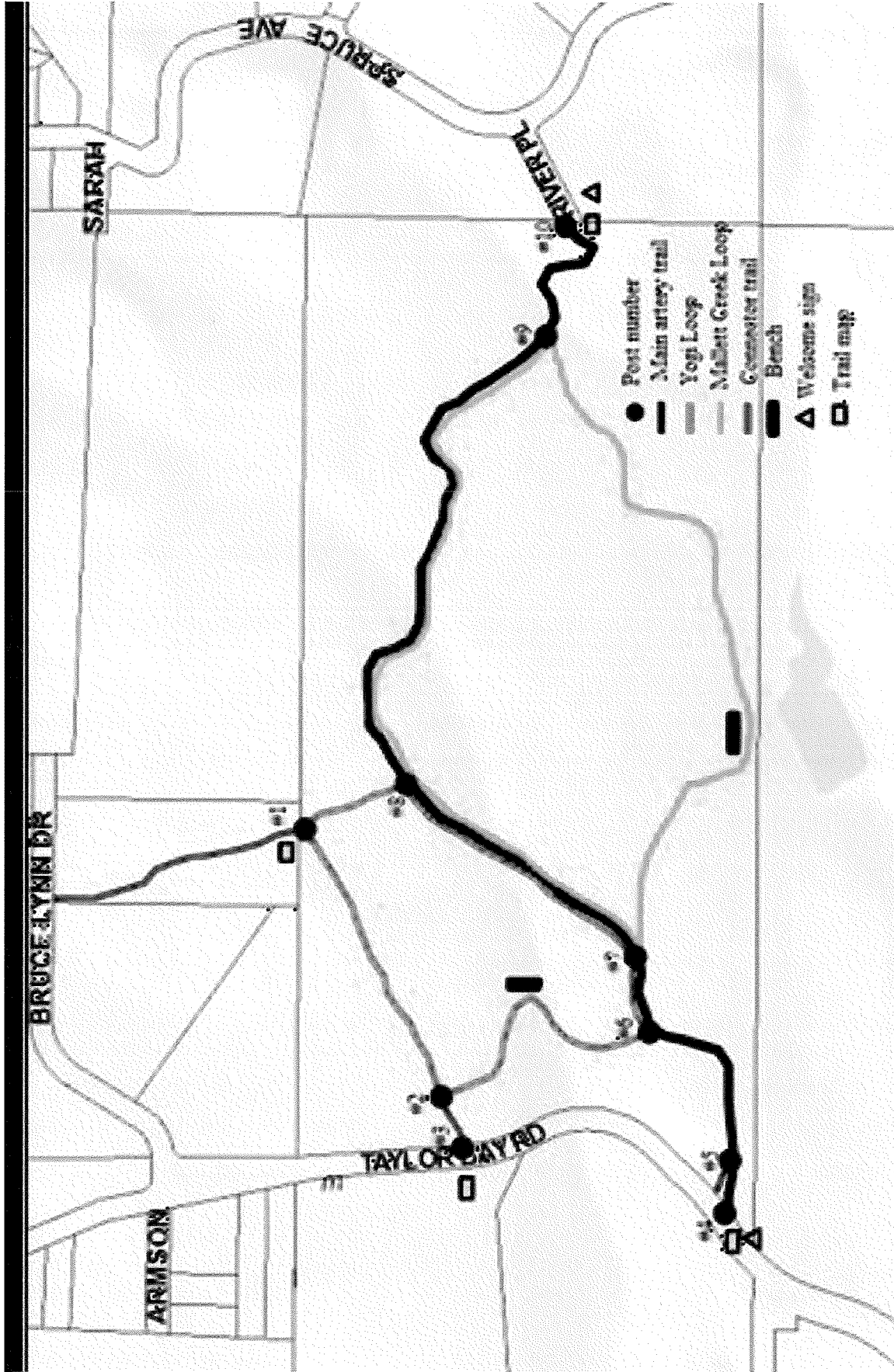
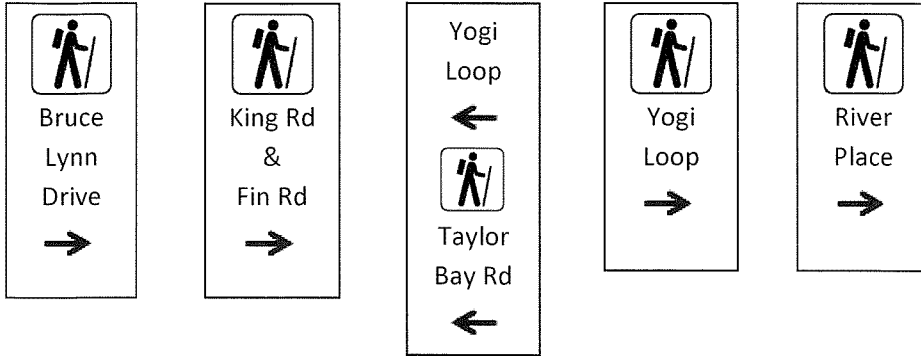
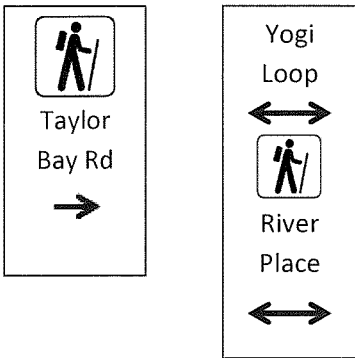


Figure 2. Cox Community Park proposed signage. Post numbers correspond to locations illustrated in Figure 1.

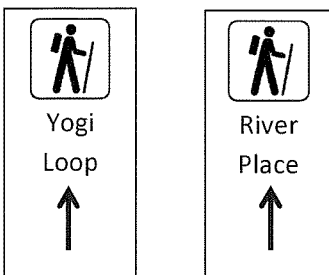
Post #1



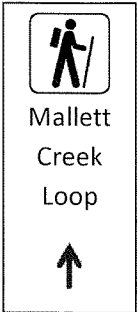
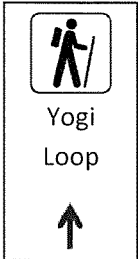
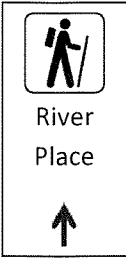
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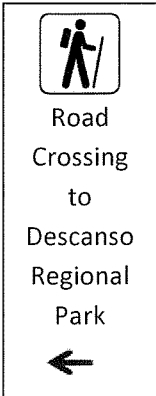
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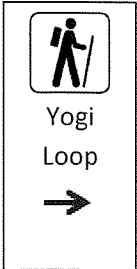
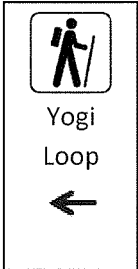
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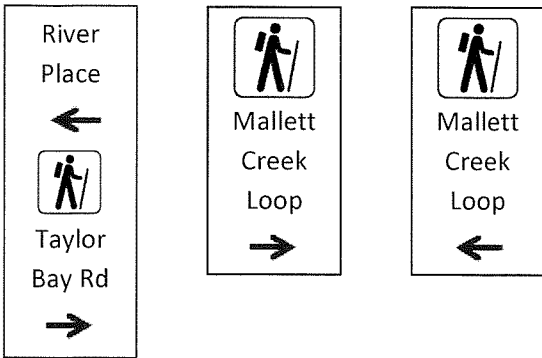
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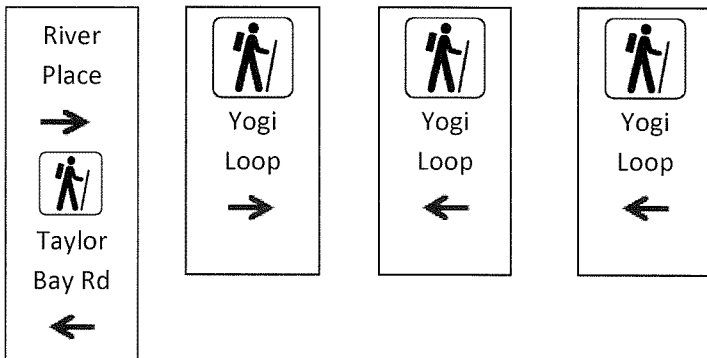
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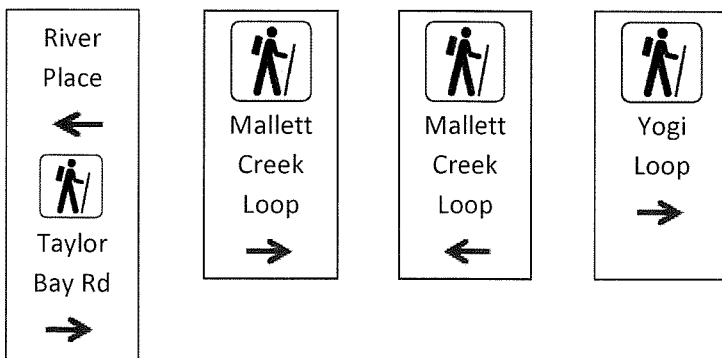
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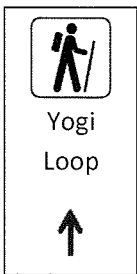
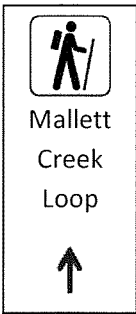
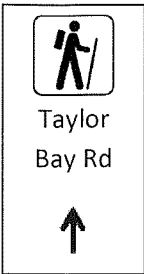
Post #8



Post #9



Post #10



REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'A' PARKS, RECREATION AND
CULTURE COMMISSION REGULAR MEETING
HELD WEDNESDAY, JUNE 17, 2015
7:00PM
(CEDAR HERITAGE CENTRE)

Attendance: Alec McPherson, RDN Director, Chair
Jim Fiddick
Patti Grand
Andrew Thornton
Graham Gidden
John O'Connor
Kerri-Lynne Wilson
Angela Vincent

Staff: Dean Banman, Manager of Recreation Services
Hannah King, Superintendent of Recreation Program Services
Elaine McCulloch, Parks Planner
Ann-Marie Harvey, Recording Secretary

Regrets: Bernard White

CALL TO ORDER

Chair McPherson called the meeting to order at 7:05 PM.

DELEGATIONS/PRESENTATION

No Delegations

MINUTES

MOVED Commissioner Grand, SECONDED Commissioner Gidden that the Minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held April 15, 2015 be received.

CARRIED

BUSINESS ARISING FROM THE MINUTES

NONE

COMMUNICATIONS/CORRESPONDENCE

There was no Communications/ Correspondence.

REPORTS

PARKS

Monthly Update of Regional and Community Parks and Trail Projects – April 2015

Monthly Update of Regional and Community Parks and Trail Projects – May 2015

Ms. McCulloch answered any questions from Commissioner about these reports.

MOVED Commissioner Grand, SECONDED Commissioner Wilson that the Monthly Update of Regional and Community Parks and Trails Projects be received.

CARRIED

Cedar Plaza Kiosk Update

Ms. McCulloch gave a history of the Cedar Plaza Kiosk project. She noted that the budget had been scaled back to \$40,000 and showed a mockup of a tipple headframe kiosk that could be constructed within this budget by Mr. Gary Britt.

MOVED Commissioner Fiddick, SECONDED Commissioner O'Connor that staff proceed with the tipple/headframe concept and design for the Cedar Plaza Kiosk project.

CARRIED

Water Access Priority Development Sites Update

Commissioners visited some priority water access points.

#10 - off Pylades

#4 – didn't go. Sandstone and no beach.

#20 – Driftwood Road – fairly level and easy to access. Would need some blackberry clearing and better parking, would need stairs down to beach. Has a lot of potential.

#18 - Headland Rd. - Good location. Next to Fish farm

The commission discussed some of the issues at each site.

MOVED Commissioner Gidden, SECONDED Commissioner Fiddick that staff be directed to commence in 2015 the concept, design and permitting of the A-20 beach access in Electoral Area 'A' and allocate project's costs in the 2016 budget.

CARRIED

MOVED Commissioner Gidden, SECONDED Commissioner Fiddick that the property boundaries at A-18 beach access at Headland Rd be verified.

CARRIED

RECREATION

Cedar Heritage Building Work Update (*verbal*)

Ms. King gave a summary of the stairs work that was done to the Cedar Heritage Centre and noted the roof would be done in August.

Lease and Site Licence Agreementt with Cedar School & Community Enhancement Society

Mr. Banman gave a summary of the report in the agenda.

MOVED Commissioner Grand, SECONDED Commissioner Vincent that staff be directed to approach the Cedar School and Community Enhancement Society and extend the current Lease and Site Licence Agreement between the Regional District of Nanaimo and the Cedar School and Community Enhancement Society which is due to expire December 31, 2015 for one year term to December 31, 2016.

CARRIED

Cedar Sport Court Update (*verbal*)

Mr. Banman updated the commission with the progress of the Cedar Sport Court with Snuneymuxw First Nations. Staff has been in discussions with Snuneymuxw First Nations and Herold Engineering working towards an agreement. The Community Works Funds agreement is being reviewed by Snuneymuxw First Nations lawyers and RDN lawyers. When that agreement is signed and approved work can begin. Chair McPherson expects this to be about September.

MOVED Commissioner Vincent, SECONDED Commissioner O'Connor that Recreation reports be received for information.

CARRIED

BCRPA Symposium Report

Commissioner Thornton handed out a summary of the workshops he attended at the BCRPA Symposium and reviewed some of the highlights of his experience at the Symposium. He noted that the presentations would be available on the BCPRA website.

MOVED Commissioner Grand, SECONDED Commissioner Wilson that the BCRPA Symposium report be received.

CARRIED

NEW BUSINESS

Sesquicentennial Information Handbook

Mr. Banman summarized the information the hand book provides and described the two types of grants being offered. One had a deadline of today and was for upgrade current facilities and was shovel ready. The other is for Canada 150 events and has a deadline of next year sometime. He said that staff will have this handbook and links to the grant websites put on the RDN website for people to access and direct people to.

COMMISSIONER ROUND TABLE

Commissioner Wilson told the Commission about her trip as the VP of Spirits Mission to Vanderhoof to participate in a spay/neuter clinic in Saik'uz First Nations community.

Commissioner Vincent asked about the Beautification Project that was discussed at the last meeting. Chair McPherson said that some potential projects came to the board but did not qualify.

Commissioner O'Connor gave a summary of his experience at the BCRPA Symposium. He found it very organized. He inquired about how the action items at the symposium could be put into action in Cedar. He would like to know how we can incorporate the recreation program with the arts program.

Mr. Banman explained that as a Commission you have the ability to ask staff to have an item placed on the agenda. Prior to each meeting the agenda is accepted and then when the agenda reaches the item all that is required to speak to the item is a commission member to move and second that the agenda item be discussed. The Commission can recommend that staff follow an action presented in a resolution and this recommendation is then forwarded onto the RDN Board. If the RDN Board endorses the recommendation then staff will carry out the direction.

MOVE Commissioner O'Connor, SECONDED Director Grand that staff be directed to investigate and report on what synergies could be brought together between Recreation and Arts in Electoral Area 'A'.

CARRIED

Commissioner Grand thanked Commissioner O'Connor for the motion as she felt that same way when she attended the Symposium last year and wanted to see the incorporation of the arts into the community. She is going to Cumberland United Church to a play about coal miners, 7:00pm June 18th. She noted Commissioner Fiddick's wife has a play that would fit in this community's history.

A partnership is being discussed between the Gabriolian arts community and this area to attend plays in each area and working around the ferry times.

Commissioner Fiddick told the Commission about him volunteering to trek around Yellowpoint to map the ecosystems in the area and attended a dinner put on by the CVRD in thanks for the work. He encouraged Commission members to take a look at the map of the ecosystems of that area.

Commissioner Fiddick asked about the conversation the commission had about putting a garbage can/porta potty at the Cable Bay Trail head. Chair McPherson said he would discuss it at the next Nanaimo Rec and Parks Commission meeting.

Commissioner Gidden told the Commission the CVRD is was tracking a person putting up wooden owls on the trees in parks. It is considered vandalism and one park staff counted 80 owls on trees posted with 3.5" dowels in to the trees and it is causing damage to the trees. The individual has been located and has said he will stop and didn't realize the concern. They have been seen in RDN parks and told the Commission and staff to be aware and let him know if any new owls are found.

He mentioned to Ms. McCulloch that the Morden Colliery cobble trail surfacing near the bridges makes very difficult to run or push a stroller through.

Notice of motion for next meeting – Central Community parkland and the disposal of unused parkland to acquire a central community park.

Commissioner Thornton mentioned he is open to more meetings informally to discuss projects. Chair McPherson said that transparency is important when discussing projects moving forward and keeping things in the public forum so that perception isn't that some are moving things forward without consultation.

Chair McPherson updated the Commission on the Friends of Morden Mine Society folding their organization after 12 yrs. They have exhausted all avenues and the Regional Parks and Trails Select Committee passed a motion from a report not to devote any more time or resources to this project at this time. He encouraged Commission members to read the report on the June 16 RPTSC agenda that is on the RDN website.

IN CAMERA

MOVED Commissioner Grand, SECONDED Commissioner Vincent that pursuant to Section 90(1) (e) of the Community Charter the Committee proceed to an In Camera Committee meeting to consider items related to land and legal issues.

Time: 9:15pm

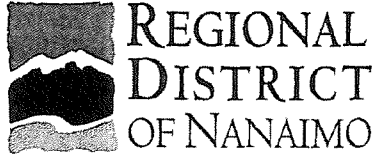
CARRIED

ADJOURNMENT

MOVED Commissioner Grand that the meeting be adjourned at 9:50pm.

CARRIED

Chair



RDN REPORT		
CAO APPROVAL		
EAP		
COW		
JUN 08 2015		
RHD		
BOARD		

STAFF REPORT

TO: Dean Banman
Manager, Recreation Services

DATE: June 5, 2015

MEETING: EA 'A' Parks, Recreation & Culture Commission, June 17, 2015

FROM: Hannah King
Superintendent, Recreation Program Services

SUBJECT: Lease and Site Licence Agreement Renewal with Cedar School and Community Enhancement Society

RECOMMENDATION

That staff approach the Cedar School and Community Enhancement Society to extend the current Lease and Site Licence Agreement between the Regional District of Nanaimo and Cedar School and Community Enhancement Society due to expire December 31, 2015 for one year to December 31, 2016.

PURPOSE

To continue the daily management and operation of the Cedar Heritage Centre while the Electoral Area 'A' Parks, Recreation and Culture Commission and RDN Board consider future recreation service delivery models. Extending the existing Site License Agreement (Appendix A) with the Cedar School and Community Enhancement Society (CSCES) for up to one year will provide for the continuation of the current level of building maintenance and operation by the Society on behalf of the community.

BACKGROUND

In October 2000 the Regional District of Nanaimo (RDN) and the Cedar School and Community Enhancement Society entered into a five year Licence of Use agreement for the management of the RDN owned North Cedar Elementary School (Cedar Heritage Centre) located at 1644 MacMillan Road. The contract was renewed for another five years in 2005 and has since by way of consecutive three year termed agreements. In 2013 the Agreement was changed to the current Lease and Site Licence agreement. The current term ends on December 31, 2015.

By providing staff direction regarding the extension of the existing agreement at this time (six months prior to expiry) will allow for a larger window of time to conduct a needs assessment of recreation services and develop a new service delivery model if deemed necessary. This new service model potentially could include the use of the Cedar Heritage Centre. By entering into an agreement longer than one year could limit the options of alternative recreation service in the community by restricting the potential for the heritage centre.

ALTERNATIVES

- 1) That staff approach the Cedar School and Community Enhancement Society to extend the current Lease and Site Licence Agreement between the Regional District of Nanaimo and Cedar School and Community Enhancement Society due to expire December 31, 2015 for one year to December 31, 2016.
- 2) That the Electoral Area 'A' Parks, Recreation and Culture Commission do not extend the term of the current Lease and Site Licence Agreement with Cedar School and Community Enhancement Society (CSCES)
- 3) Provide staff with an alternative direction.

Without an agreement of some kind in place for the operation of the Cedar Heritage Centre CSCES would have no obligation to continue with their role in the facility and the RDN would either need to put in place an alternate plan with another third party, which would also require some level of formal agreement, for the building or assume direct responsibility. Staff resources would need to be more dedicated to the Cedar Heritage Centre in order to replace the work currently done by CSCES.

FINANCIAL IMPLICATIONS

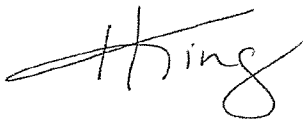
The five year financial plan for Electoral Area 'A' recreation service provides for the operation and maintenance of the Cedar Heritage Centre, therefore extending the agreement by another year will not impact the RDN financially.

STRATEGIC PLAN IMPLICATIONS

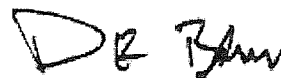
While the extension of an existing agreement is not an example of an innovative management practices of a recreation facility in and of itself, the extension will afford the Commission and RDN Board time to review and explore recreational service provision within the community and the role the Cedar Heritage Centre may play in the provision of those services.

SUMMARY

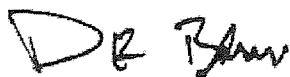
Influencing factors within the community and established timelines related to the organization's decision making process make it prudent for the current Site Licence Agreement between the Regional District of Nanaimo and Cedar School and Community Enhancement Society due to expire December 31, 2015 be extended for one year to December 31, 2016.



Report Writer



A/General Manager Concurrence



Manager Concurrence



C.A.O. Concurrence

APPENDIX 'A'

LEASE AND SITE LICENCE

THIS AGREEMENT DATED FOR REFERENCE THIS ____ DAY OF _____, 2015.

BETWEEN:

REGIONAL DISTRICT OF NANAIMO

6300 Hammond Bay Road
Nanaimo, B.C.
VOR 2H0

(the "Regional District")

OF THE FIRST PART

AND:

CEDAR SCHOOL AND COMMUNITY ENHANCEMENT SOCIETY

(Inc. No. S-37396)
1644 MacMillan Rd.
Nanaimo, B.C.
V9X 1L9

(the "Tenant")

OF THE SECOND PART

WHEREAS:

- A. By Agreement dated the 3rd day of October 2000, made between The Board of School Trustees of School District 68 (Nanaimo-Ladysmith), referred to as the Board and the Regional District of Nanaimo referred to as the Regional District, attached as Schedule "A", the Board owns the Lands and Premises described as that part of Lot A, Section 16, Range 8, Cranberry District and of Section 16, Range 1, Cedar District, Plan 48768, shown as "Lease Area" on Plan VIP 71705 (the "**Land**"), and the Regional District owns the Building and Improvements on the Land, formerly known as the North Cedar Elementary School (the "**Building**"), the Land and the Building both being situated at 1644 MacMillan Road, Nanaimo, British Columbia;
- B. The Tenant has requested and the Regional District has agreed to grant a Lease of the Building and a Licence to Occupy the Land, including the parking spaces and playground on the Land, all collectively referred to as the "**Premises**";
- C. The Board has consented in writing to the grant of the Licence to Occupy the Land;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the rents and agreements to be paid and performed by the Tenant, the parties hereto covenant and agree with each other as follows:

1.0 PREMISES

- 1.1. The Regional District leases to the Tenant the Building on the terms and conditions as set out in this Lease; and
- 1.2. The Regional District grants to the Tenant the right and Licence to Occupy the Land, including the parking spaces and playground on the Land during the term of this Lease;

2.0 TERM

- 2.1. The Term of this Lease and the Term of the Licence to Occupy granted under section 1 shall be for one (1) year, commencing on the 1st day of January 2016, and ending on the 31st day of December, 2016.

3.0 USE

- 3.1. The Tenant shall use the Premises solely for a community centre, which for the purposes of the Lease and Licence includes community uses such as but not limited to, special events, programs/activities, meetings, rentals, community gatherings for all ages, community internet and preschool/daycare uses.

4.0 RENT

- 4.1. The Tenant shall pay to the Regional District an annual rental of Ten (\$10.00) Dollars due and payable in advance at the commencement of the Term for the Lease and Licence to Occupy granted under this Agreement.

5.0 COVENANTS OF THE TENANT

The Tenant covenants with the Regional District:

5.1. Rent

- (a) to pay rent;

5.2. Rates and Utilities

- (a) to pay as they become due all water, sewer, garbage and other rates in respect of the Premises and charges for all gas, oil, telephone and electric power used on the Premises;

5.3. Taxes

- (a) to pay all taxes, rates, duties and assessments whatsoever, whether municipal, provincial, federal, or otherwise, charged upon the Tenant or the Regional District as a result of the Tenant's occupation of or use of the Premises unless exempted by municipal bylaw;

5.4. Construction

- (a) that it will not construct nor alter any buildings or structures on the Premises unless, prior to any construction, it has obtained:
 - (i) the Regional District's approval in writing to the site plan, working drawings, plans, specifications, and elevations, and
 - (ii) a building permit if required from the Regional District authorizing the construction of the buildings and structures set out in the permit and the plans and specifications attached to it, and
 - (iii) all required inspections,and all work shall be carried out at the cost of the Tenant;
- (b) that it will not make any alterations in the structure, plan or partitioning of the Premises nor install any plumbing, piping, wiring or heating apparatus without the prior written consent of the Regional District;

5.5. Builders' Liens

- (a) that it will indemnify the Regional District from and against all claims for liens for wages or materials or for damage to persons or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Tenant may make or cause to be made on, in or to the Premises; and will allow the Regional District to post and will keep posted on the premises any notice that the Regional District may desire to post under the provisions of the Builders' Lien Act;

5.6. Repair

- (a) that it will repair, reasonable wear and tear excepted, at the cost and expense of the Tenant, all portions of the Premises which may at any time be damaged by the Tenant;
- (b) that it will keep and leave whole and in good repair all water, gas, and electrical fixtures, glass, pipes, faucets, locks, fastenings, hinges, heating and cooling apparatus, in, on, or attached to the Premises;
- (c) that the Tenant shall leave the Premises in good repair, reasonable wear and tear excepted;
- (d) that the Regional District may enter and view the state of repair and the Tenant shall repair according to any notice given by the Regional District and if the Tenant fails to so repair, the Regional District may, at its option, repair such damage or injury in which case the Tenant shall reimburse the Regional District for all costs and expenses of repair and an additional amount for administration and overhead forthwith upon receipt by the Tenant of invoices therefore;

5.7. Maintenance

- (a) to maintain the Premises, at all times to an excellent standard of maintenance;

5.8. Regional District's Right of Entry

- (a) that the Regional District, its employees, servants, or agents shall at all times and for all purposes have full and free access to any and every part of the Premises and of any building erected thereon in the presence of the Tenant;
- (b) that the Regional District, its employees, agents, other licensees, contractors, sub-contractors and any other bodies or organizations the Regional District may allow for purposes associated with:
 - (i) Electoral Area 'A' Parks, Recreation and Culture Commission (Area A PRC) regular or special meetings, and Area A PRC community meetings or workshops for the purposes of carrying out the work of the Commission, at no charge.
 - (ii) Electoral Area 'A' meetings or workshops for RDN purposes of three per year at no charge. Any additional Electoral Area 'A' meetings for the Regional District will be charged a rental rate of \$10 per hour up to \$50 per day.
 - (iii) The RDN shall pay the Tenant regular rental charges for any meeting or workshop not contemplated in 5.8.(b)(i) or (ii).
 - (iv) All RDN and Commission bookings will be booked according to CHC procedures and based on availability.

5.9. Assign or Sublet

- (a) that it will not assign nor sublet without leave of the Regional District and School Board;
- (b) that the Regional District's consent to assignment or subletting shall not release or relieve the Tenant from its obligations to perform all the terms, covenants and conditions that this Agreement requires the Tenant to perform, and the Tenant shall pay the Regional District's reasonable costs incurred in connection with the Tenant's request for consent;

5.10. Regulations

- (a) that it will comply promptly at its own expense with the legal requirements of all authorities and all notices issued under them that are served upon the Regional District or the Tenant, and

5.11. Insurance

- (a) That the Tenant will take out and maintain during the term of policy of general public liability insurance in the amount of not less than Three Million (\$3,000,000) per single occurrence covering the Tenant's indemnity in clause (5.12(a)) and naming the Regional District as an insured party to it and in a form satisfactory to the Regional District, and the Tenant shall provide the Regional District with a certified copy of the policy;

- (b) If alcohol is to be consumed at the facility, the Tenant is responsible to ensure the appropriate licences are acquired, and that the Regional District is named as an additional insured.
- (c) that all policies of insurance taken out by the Tenant shall contain a waiver of subrogation clause in favour of the Regional District and shall also contain a clause requiring the insurer not to cancel or change the insurance without giving the Regional District thirty (30) days prior written notice;
- (d) that if the Tenant does not provide, maintain or enforce the insurance required by this Agreement, the Regional District may take out the necessary insurance and pay the premium for periods of one year at a time and the Tenant shall pay to the Regional District as additional rent, the amount of the premium immediately on demand;
- (e) The Tenant shall take out and keep in full force and effect insurance upon property of every description and kind owned by the Tenant or for which the Tenant is legally liable and which is located on the Premises in an amount of not less than ninety percent (90%) of the full replacement value thereof and with coverage against at least the perils of fire, flood, lightning, earthquake and standard extended coverage.
- (f) If both the Regional District and the Tenant have claims to be indemnified under any insurance required by this Agreement, the indemnity must be applied first to the settlement of the claim of the Regional District and the balance, if any, to the settlement of the claim of the Tenant.
- (g) The deductible on the policy of insurance must be not more than five thousand dollars (\$5,000).

5.12. Indemnification

- (a) that it will indemnify the Regional District from and against all law suits, damages, losses, costs or expenses which the Regional District may incur by reason of the use of the Premises by the Tenant or the carrying on upon the Premises of any activity in relation to the Tenant's use of the Premises and in respect of any loss, damage or injury sustained by any person while on the Premises for the purpose of doing business with the Tenant or otherwise dealing with the Tenant, and this indemnity shall survive the expiry or sooner determination of this Lease and License.

5.13. Possession

- (a) that at the expiration or sooner determination of this Lease peaceably surrender and give up possession of the Premises without notice from the Regional District, any right to notice to quit or vacate being hereby expressly waived by the Tenant despite any law or custom to the contrary;

6.0 REGIONAL DISTRICT'S COVENANTS

- (a) The Regional District covenants with the Tenant for quiet enjoyment provided however that nothing in this clause will limit the rights of access reserved by the Regional District under sections 5.6. (d) and 5.8.(a) of this Agreement, the right of inspection and repair under section 5.7.(a) of this agreement.
- (b) The Regional District will take out and maintain during the term of this Lease and Licence to Occupy a policy of insurance insuring the Building against the risk of loss or damage caused by or resulting from fire or any additional peril against which the Regional District normally insures regional property;
- (c) If the Building is destroyed by fire or any other means, the Regional District has the sole discretion to decide whether to rebuild it, and before making that decision, will consult with the Tenant, and will take into consideration whether
 - (i) the Board, as owner of the Land and the Regional District's Landlord under the Agreement referred to in recital A of this Lease and Site Licence, will permit the Building to be rebuilt of the Lands;
 - (ii) there are sufficient proceeds from the insurance policy referred to in paragraph (b) of this section 6, together with any funds held or raised by the Tenant, to pay all costs of rebuilding;
 - (iii) there is sufficient time remaining in the Terms of both the Agreement referred to in clause (ii) and this Lease and Site Licence to justify rebuilding on the Lands; and
 - (iv) there is another site available to the Regional District of the Tenant where a replacement for the Building may be constructed; and
- (d) if the considerations in (c)(i) or (iii) and (iv) are not favourable or if they are favourable but there are insufficient funds acquired or raised under (c)(ii) within 180 days of the destruction of the Building, then the Regional District may elect not to rebuild and in that case, this Lease and Site Licence will terminate.

6.1. Management Fee

- (a) The Regional District shall pay a management fee to the Tenant to assist the Tenant with maintaining and repairing the building and therefore to assist the Tenant in providing community centre services to members of the public. The management fee will be paid in two installments of \$3,000 on or before January 31 and July 31 of each calendar year, for a total of \$6,000 annually.

6.2. Improvements and Capital Projects

- (a) Notwithstanding the Tenant's covenants to repair the Premises stated in sections 5.6. (a), (b), and (c) of this Agreement, the Regional District agrees to provide capital facility improvements associated with the Premises when the cost is above \$2,000 per capital project. When possible, the Regional District will schedule capital work to minimize its

effect on scheduled facility use.

- (b) Decisions regarding whether an improvement is a capital facility improvement shall be made by the Regional District in its sole discretion and will be made in accordance with the Regional District Policy A2.5 *Capital/Operating Expenditures Policy*.
- (c) The Regional District agrees to work with the Tenant and meet annually prior to the annual budget preparation to consider discuss capital improvements requested.
- (d) The Tenant will not make any alterations or improvements, nor construct any structures on the Premises, unless it has obtained Regional District approval in writing to make such alterations, improvements or construction.

7.0 MANAGEMENT COVENANTS

7.1. The Tenant covenants and agrees with the Regional District:

- (a) That the Tenant will not carry on or do or allow to be carried on or done on the Premises anything that:
 - (i) May be or become a nuisance to the Landlord or the public,
 - (ii) Increases the hazard of fire or liability of any kind,
 - (iii) Increases the premium rate of insurance against loss by fire or liability upon the Premises or
 - (iv) Invalidates any policy of insurance for the Premises; or
 - (v) Directly or indirectly causes damage to the Premises.
- (b) to spend any grant money that may be received from the Regional District on the Building and Land only and not on other Tenant's projects or purposes;
- (c) to use revenue from the Tenant's rental of all or part of the Building to pay for the maintenance and operation of the Building;
- (d) to provide an annual report to the Regional District of the Tenant's fund raising activities for the building and the operation by the Tenant of the Premises;

8.0 MISCELLANEOUS COVENANTS

It is hereby mutually agreed:

8.1. **Re-entry**

- (a) that the Regional District may re-enter the Premises on non-payment of rent or additional rent, or non-performance of covenants;

8.2. Effect of Waiver

- (a) that the Regional District by waiving or neglecting to enforce the right to forfeiture of this Lease or the right of re-entry upon breach of any covenants, condition or agreement in it does not waive its rights upon any subsequent breach of same or any other covenant or condition of this Agreement;

8.3. Distress

- (a) that if the Regional District is entitled to levy distress against the goods and chattels of the Tenant, the Regional District may use enough force necessary for the purpose and for gaining admittance to the Premises and the Tenant releases the Regional District from liability for any loss or damage sustained by the Tenant as a result;

8.4. Termination

- (a) the Regional District may at any time terminate this Lease by giving to the Tenant ninety (90) days notice in writing and the Tenant thereupon and also in the event of the termination of the Lease in any other manner if required by the Regional District shall forthwith remove from the Premises all structures, machinery, supplies, articles, materials, effects and things at any time brought or placed thereon or therein by the Tenant and shall also, to the satisfaction of the Regional District, repair any damage and injury occasioned to the Premises by reason of such removal and the Tenant shall not be entitled for any compensation for such removal. It is further agreed that unless required by the Regional District, the Tenant shall not remove any goods, chattels, materials, effects or things from the Premises until all rent or additional rent due or to become due under the Lease is fully paid; and
- (b) the Tenant may at any time terminate this Lease by giving to the Regional District ninety (90) days notice in writing to the Regional District;

8.5. Insolvency

- (a) that if
 - (i) the Term or any of the goods or chattels on the Premises are at any time seized or taken in execution or attachment by any creditor of the Tenant, or
 - (ii) if a writ of execution issues against the goods or chattels of the Tenant, or
 - (iii) if the Tenant makes any assignment for the benefit of creditors, or
 - (iv) if the Tenant becomes insolvent or bankrupt, or
 - (v) if the premises or any part of them becomes vacant and unoccupied for a period of thirty (30) days or is used by any other person or persons for any purpose other than permitted in this Lease without the written consent of the Regional District (Ryan used 'Landlord'), or

- (vi) being an incorporated company or society if proceedings are begun to wind up the company or society, the Term shall, at the option of the Regional District, immediately become forfeited and the then current month's rent for the three months next following shall immediately become due and payable as liquidated damages to the Regional District, and the Regional District may re-enter and repossess the Premises despite any other provision of this Lease.

8.6. Amendments

- (a) The parties hereto may consent from time to time to amend the terms of the Agreement. Notice of a proposed change shall be made in writing to the other party (thirty) 30 days before the date upon which such amendment is to take effect, unless the notice period is waived by consent of both parties. The parties agree that no amendment shall take effect until approved in writing by the Board.

8.7. Removal of Goods

- (a) if the Tenant removes its goods and chattels from the Premises, the Regional District may follow them for thirty (30) days;

8.8. Notices

- (a) that any notice required to be given under this Lease shall be deemed to be sufficiently given:
 - (i) if delivered, at the time of delivery, and
 - (ii) if mailed from any government post office in the Province of British Columbia by prepaid, registered mail and addressed as follows:

if to the Regional District:

6300 Hammond Bay Road
Nanaimo, BC
V9T 6N2

if to the Tenant:

1644 MacMillan Road
Nanaimo, BC
V9X 1L9

or at the address a party may from time to time designate, then the notice shall be deemed to have been received 48 hours after the time and date of mailing. If, at the time of mailing of the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow down, lock-out or other labour dispute, then the notice may only be given by actual delivery of it;

8.9. Fitness of Premises

- (a) that the Regional District has made no representations or warranties as to the condition, fitness or nature of the Premises and by executing this Agreement, the Tenant releases the Regional District from any and all claims which the Tenant now has or may in future have in that respect;
- (b) that the Tenant admits that it has inspected the Premises in their present state and that they are suitable for the Tenant's purposes;

8.10. Fixtures

- (a) that, unless the Tenant, upon notice from the Regional District, removes them, all buildings, structures or improvements constructed on the Premises by the Tenant, save and except for moveable business fixtures of the Tenant, shall, at the determination of the Lease, become the sole property of the Regional District at no cost to the Regional District.

8.11. Payments by the Regional District

- (a) that if the Regional District incurs any damage, loss or expense or makes any payment for which the Tenant is liable under this Agreement, then the Regional District may add the cost or amount of the damage, loss, expense or payment to the rent and may recover it as if it were rent or additional rent in arrears;

8.12. Holding Over

- (a) that if the Tenant holds over following the term and the Regional District accepts rent, this Agreement becomes a tenancy-at-will subject to those conditions in this Agreement applicable to a tenancy-at-will, and in the event the termination of the tenancy-at-will, any rent prepaid shall be adjusted for the period of actual occupation, it being expressly agreed that the acceptance of rent, or any implied condition or any implication of law shall in no way renew this lease or create any tenancy other than a tenancy-at-will;

8.13. Lease

- (a) the parties hereto acknowledge that the Licence to Occupy granted by this Agreement requires, as a condition precedent, that the consent of the head Landlord under the Regional District's lease of the Land, must be obtained and upon such consent the Tenant covenants and agrees with the Regional District to perform all covenants, conditions and provisos to be performed by the Regional District under the lease between the Regional District and its Landlord as amended to the intent and for the purpose that no default shall arise from the tenancy created by this Agreement.

8.14. Net Lease

- (a) that this Lease shall be a complete carefree net lease to the Regional District as applicable to the Premises and the Regional District shall not be responsible during the Term for any cost, charges, expenses or outlays of any nature whatsoever in respect of the Premises or its contents except those mentioned in this Lease.

8.15. Annual Meeting

- (a) that either the Regional District or the Tenant may request a meeting, once each year of the Term of the Agreement, to be attended by the Manager of Recreation Services, of the Regional District and the Tenant's Chairperson for the purpose of discussing any matter or issues relating to the Buildings or Land;

8.16. Interpretation

- (a) that when the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require;
- (b) that the headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it;

8.17. Binding Effect

- (a) this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors, administrators and permitted assignees;

8.18. Law Applicable

- (a) that this Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

9.0 TREE CUTTINGS, EXCAVATIONS AND HAZARDOUS SUBSTANCE

- 9.1. (a) The Licensee must not carry on or do or allow to be carried on or done on the land any cutting, clearing or removal of trees, bushes or other vegetation or growth or any excavation or disturbance of the surface of the Land and must not bring on or deposit any soil or fill on the Land except with the written consent of the Regional District.
- (b) The Licensee must not bring on, deposit, store, spray or apply nor cause or permit to be brought on, deposited, stored, sprayed or applied on or to the Land or any trees, bush or vegetation on the Land any chemical fertilizer, herbicide, pesticide, chemical product, petroleum product or any other substance which is capable of contaminating the Land or any water on the Land.

10.0 ENVIRONMENTAL MATTERS

10.1. For the purposes of paragraph 10.2 below:

- (a) "Contaminants" means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, asbestos materials, hazardous, corrosive, or toxic substances, special waste or waste of any kind, or any other substance which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and
- (b) "Environmental Laws" means any statutes, laws, regulations, orders, bylaws, standards, guidelines, permits, and other lawful requirements of any governmental authority

having jurisdiction over the Premises now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, or transportation of dangerous goods, including the principles of common law and equity.

10.2. The Licensee covenants and agrees as follows:

- (a) not to use or permit to be used all or any part of the Premises for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the Regional District, which consent may be unreasonably withheld;
- (b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Premises;
- (c) to promptly provide to the Regional District a copy of any environmental site assessment, audit, report, or test results relating to the Premises conducted by or for the Licensee at any time;
- (d) to maintain all environmental site assessments, audits, reports, and test results relating to the Premises in strict confidence and not to disclose their terms or existence to any third party (including without limitation any governmental authority) except as required by law, to the Licensee's professional advisers and lenders on a need-to-know basis, or with the prior written consent of the Regional District, which consent may be unreasonably withheld;
- (e) to promptly notify the Regional District in writing of any release of a Contaminant or any other occurrence or condition at the Premises or any adjacent property which could contaminate the License Area or subject the Regional District or the Licensee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- (f) on the expiry or earlier termination of this License, or at any time if requested by the Regional District or required by any governmental authority under Environmental Laws, to remove from the Premises all Contaminants, and to remediate by removal any contamination of the Premises or any adjacent property resulting from Contaminants, in either case brought onto, used at, or released from the Premises by the Licensee or any person for whom it is in law responsible. The Licensee shall perform these obligations promptly at its own cost and in accordance with Environmental Laws. All such Contaminants shall remain the property of the Licensee, notwithstanding any rule of law or other provision of this License to the contrary and notwithstanding the degree of their affixation to the Premises; and
- (g) to indemnify the Regional District and its directors, appointed officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties, and expenses whatsoever (including all legal and consultants' fees and expenses and the cost of remediation of the Premises and any adjacent property) arising from or in connection with:
 - (i) any breach of or non-compliance with the provisions of this paragraph 10.2 by the Licensee; or

- (ii) any release or alleged release of any Contaminants at or from the Premises related to or as a result of the use and occupation of the Premises or any act or omission of the Licensee or any person for whom it is in law responsible.

10.3. The obligations of the Licensee under paragraph 10.2. above shall survive the expiry or earlier termination of this License.

The Corporate Seal of the **Regional District of Nanaimo** was hereto affixed)
This ___ day of _____, 2015,)
In the presence of its authorized)
signatories:)
)
)
)
_____)
)
)
)
)
_____)
)

The Corporate Seal of the **Cedar School and Community Enhancement Society** was hereto)
affixed this ___ day of _____)
signatories:)
)
)
)
_____)
Name:)
)
)
)
_____)
Name:)

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE DISTRICT 69 RECREATION COMMISSION
REGULAR MEETING
HELD THURSDAY JUNE 18, 2015
2:00PM
(OCEANSIDE PLACE)**

Attendance: Reg Nosworthy, Electoral Area 'F'
Julie Austin, School District 69 Trustee
Gordon Wiebe, Electoral Area 'E'
Bill Veenhof, Director, RDN Board
Al Grier, Councillor, City of Parksville
Neil Horner, Councillor, Town of Qualicum Beach

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Hannah King, Superintendent of Recreation Program Services
Ann-Marie Harvey, Recording Secretary

Regrets: Joe Stanhope, Director, Electoral Area 'G'

CALL TO ORDER

Chair Veenhof called the meeting to order at 2:00pm.

DELEGATIONS

C. Finnie, RDN Programmer – Golden Shoe Program

Ms. Finnie gave a history of the Golden Shoe Program and how it has grown since it began 9 years ago.

MINUTES

MOVED Commissioner Wiebe SECONDED Commissioner Nosworthy that the Minutes of the Regular District 69 Recreation Commission meeting held May 21, 2015 be approved.

CARRIED

BUISNESS ARISING FROM THE MINUTES

Delegation Update (verbal)

Mr. Banman updated the Commission members that he had contacted the delegations from the last meeting and advised them on the resolutions that passed and the next steps in the process.

COMMUNICATIONS/CORRESPONDENCE

MOVED Commissioner Horner, SECONDED Commissioner Nosworthy that the following Communications/ Correspondence be received:

L. Denesyk, Parksville Quilters Guild to T. Osborne, RDN, **RE: 215 Quilt Show**

CARRIED

UNFINISHED BUSINESS

None

REPORTS

Monthly Update – Oceanside Place – May 2015

Mr. Banman gave an overview of the two monthly Oceanside Place reports, noting that the dry floor events are in progress and the success of the Quilter Show that was held at Oceanside Place last week.

MOVED Commissioner Wiebe, SECONDED Commissioner Horner that the May Oceanside Place Monthly Update be received.

CARRIED

Monthly Update – Ravensong Aquatic Centre –May 2015

Mr. Banman gave an overview of the two Ravensong reports, noting the pool annual shut down will be August 22-September 13.

MOVED Commissioner Nosworthy, SECONDED Commissioner Horner that the May Ravensong Aquatic Centre Monthly Updates be received.

CARRIED

Monthly Update – Northern Recreation Program Services – May 2015

Mr. Banman gave an overview of the May Northern Recreation Program Services, noting that summer staff training is in full swing and handed out the orientation schedule to Commissioners, showing the quality of training that is provided to leaders.

MOVED Commissioner Horner, SECONDED Commissioner Wiebe that the May Northern Recreation Program Services Monthly Updates be received.

CARRIED

Monthly Update of Community and Regional Parks and Trails Projects – May 2015

Mr. Osborne gave an overview of the May Community and Regional Parks and Trails report.

MOVED Commissioner Horner, SECONDED Commissioner Nosworthy that the May Community and Regional Parks and Trails Projects Monthly Update be received.

CARRIED

Hockey Canada VISTC Bid 2016 U18 Women's Hockey Champ. Report - June 2015

Mr. Banman updated the Commission that Vancouver Island Tourism Council was not successful in their bid for the 2016 National Women's U18 Ice Hockey Championships and nor was any other bid. Another request to communities across Canada to host the event would be occurring shortly.

MOVED Commissioner Grier, SECONDED Commissioner Wiebe that the Regional District of Nanaimo no longer pursue hosting the 2016 National Women's U18 Ice Hockey Championships.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

None

NEW BUSINESS

Outdoor Multi Sport Track Community Interest

Mr. Banman updated how staff will continue to carry out the motion passed at the last Commission meeting. Staff will start by inviting the local organizations and businesses to an informal discussion whether this is at one of their regular meetings or a one on one with staff and find out what their organizations interests are and what they envision and what they may be able to contribute in various aspects. Staff will report back with the information received. The timeframe for this is anticipated to be early fall and reporting back by November to the Commission. Commissioner Grier would like to see this earlier.

Mr. Osborne said staff would distribute the original sports complex report from 2009 so that Commission members will have a history to what was considered in the past. Chair Veenhof asked Commissioner Austin to take the past report to the School Board for them to review and give direction on their opinion.

COMMISSIONER ROUNDTABLE

Commissioner Nosworthy said the Coombs Country Picnic was a success at the French Creek Community School. About 250 people attended and looking forward to the opening of the Meadowood Community Park.

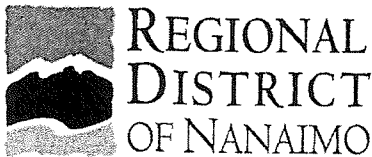
Commissioner Horner gave in invitation to attend the Show and Shine on Sunday June 21.

ADJOURNMENT

MOVED Commissioner Grier that the meeting be adjourned at 3:56 pm.

CARRIED

Chair



RDN REPORT	
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STAFF REPORT

TO: Tom Osborne
 General Manager, Recreation and Parks

DATE: June 5, 2015

MEETING: District 69 Recreation Commission, June 18, 2015

FROM: Dean Banman
 Manager, Recreation Services

FILE:

SUBJECT: Hockey Canada Response to VISTC Bid to Host 2016 National Women's U18 Ice Hockey Championships

RECOMMENDATION

That the Regional District Nanaimo no longer pursue hosting the 2016 National Women's U18 Ice Hockey Championships.

PURPOSE

To provide the Board Hockey Canada's response to the bid from mid-island communities to host the 2016 National Women's U18 Ice Hockey Championships.

BACKGROUND

At the end of 2013 the RDN Board passed the following three resolutions to support an effort from mid-island communities, known as Vancouver Island Sport Tourism Council (VISTC) to bid on hosting the 2015 or 2016 National Women's U18 Ice Hockey Championships. A formal bid was submitted to Hockey Canada for the 2016 event in September 2014.

Resolution 13-858 That the Regional District of Nanaimo support the bid to host the 2015 or 2016 National Women's U18 Hockey Championship with a \$5,000 grant, and if required, an additional grant of \$3,000 (\$8,000 total) on the condition that two tournament games be held at Oceanside Place and the Parksville / Qualicum Beach area be utilized as a main accommodation area for the staging of the tournament.

Resolution 13-859 That in the event that not all six Vancouver Island Sport Tourism Council communities are able to participate in the bid, the Regional District of Nanaimo will commit up to an additional two games with the related financial support of \$2,500 and \$1,500 (\$4,000 total) per game.

Resolution 13-860 That the \$2,500 per game funding to support the Regional District of Nanaimo's application for 2015 or 2016 National Women's U18 Hockey Championship be allocated to the 2015 or 2016 Oceanside Place operating budget and Northern Economic Development Program be approached to contribute if required \$1,500 per game to a maximum of \$6,000.

On May 31st, 2015 VISTC was notified by Hockey Canada that the organization's bid was not approved and that Hockey Canada will be re-soliciting nationally requests to host the 2016 event which will be awarded by November 2015. Hockey Canada's response was the VISTC bid was strong; the deciding factor was the concern on the amount of travel time for players, officials, scouts, media, etc. between

communities during the event. Hockey Canada did encourage VISTC communities to re-submit individual bids that remove the travel time concerns.

A VISTC meeting was held June 1, 2015 and no other mid-island communities are planning on submitting an individual bid. Staff concur with the views expressed at the June 1 meeting that hosting a successful (financial, community involvement, advancement of youth and female sport) event with such short lead time would be extremely difficult.

ALTERNATIVES

- 1) That the Regional District Nanaimo no longer pursue hosting the 2016 National Women's U18 Ice Hockey Championships.
- 2) That the Regional District pursue other partners and submit an individual bid to Host 2016 National Women's U18 Ice Hockey Championships.
- 3) Provide staff with alternative direction.

FINANCIAL IMPLICATIONS

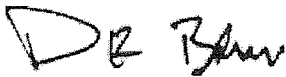
The financial commitments made by the RDN to host this 2016 event are no longer required. These commitments were for a minimum of \$8,000 to a maximum of \$12,000. The RDN did incur an expense for contribution to the publication and submission of the bid package for the event in the amount of \$500.00. Although the information and cost was specific to the U18 women's event, much of the information and format is relevant for use in future sport tourism event bids.

STRATEGIC PLAN IMPLICATIONS

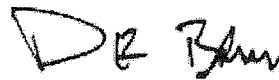
The RDN's Strategic Plan has an objective to promote recreation facilities as an asset to the tourism industry. This event was intended to not only develop sport tourism in the area but comprise of community events that would promote sport and female athletics in the RDN as well as across Vancouver Island. In addition to the physical benefits of sport, the social and community based activities would have provided an effective way to build community spirit and bring residents together.

SUMMARY

In 2013 as part of local sport tourism initiatives the RDN participated with other mid island communities (City of Nanaimo, Cowichan, Port Alberni, Courtenay/Comox Campbell) River) working as Vancouver Island Sport Tourism Council (VISTC) in the pursuit of the National Women's Under 18 Ice Hockey Championships for either 2015 or 2016 year. A formal bid was created and submitted to Hockey Canada in September 2014. Hockey Canada informed VISTC on May, 31, 2015 that the VISTC bid was not successful and another request to communities across Canada to host the event would be occurring shortly. Hockey Canada commented that the VISTC bid was strong but was unsuccessful due to the perception that travel time between communities was excessive. Currently there are three board resolutions outstanding related to the pursuit of this event.



Report Writer



A/General Manager Concurrence



C.A.O. Concurrence

REGIONAL DISTRICT OF NANAIMO
AGRICULTURAL ADVISORY COMMITTEE
MINUTES OF THE AGRICULTURAL ADVISORY COMMITTEE
MEETING HELD ON FRIDAY, JULY 3, 2015 AT 1:00 PM
IN THE RDN BOARD CHAMBERS

Present:

Director H. Houle	Chairperson
Director C. Haime	District of Lantzville
K. Reid	Regional Aquaculture Organization
C. Watson	Representative (North)
M. Ryn	Representative (South)
K. Wilson	Representative (South)
J. Thony	Regional Agricultural Organization

Also in Attendance:

A. McPherson	Electoral Area A
M. Young	Electoral Area C
B. Rogers	Electoral Area E
W. Pratt	City of Nanaimo
P. Thompson	Manager of Long Range Planning
J. Holm	Manager of Current Planning
G. Keller	Senior Planner
J. Pisani	Drinking Water Watershed Protection Coordinator
S. Tam	Ministry of Agriculture
J. Hatfield	Ministry of Agriculture
B. Farkas	Recording Secretary

Regrets:

Director J. Fell	Electoral Area F
J. McLeod	Regional Agricultural Organization
R. Thompson	Representative (North)

CALL TO ORDER

Chairperson Houle called the meeting to order at 1:07 pm.

MINUTES

Minutes of the Agricultural Advisory Committee meeting held Friday March 27, 2015.

MOVED C. Haime, SECONDED K. Reid, that the minutes of the Agricultural Advisory Committee meeting held Friday March 27, 2015 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Derek Sturko, Ministry of Agriculture, re Regulatory Amendments Affecting the Production of Medical Marijuana on Agriculture Land Reserve.

MOVED K. Reid, SECONDED M. Ryn, that the correspondence from Derek Sturko re regulatory amendments affecting the production of medical marijuana on Agriculture Land Reserve be received.

CARRIED

REPORTS

ALR Application No. PL2015-057– Wild – 640 Grovehill Road, Electoral Area ‘H’.

MOVED K. Reid , SECONDED M. Ryn, that Application No. PL2015-056 – Wild – 640 Grovehill Road, Electoral Area ‘H’ for a non-farm use approval for a second dwelling unit in the ALR be supported by the Agricultural Advisory Committee and that the application be forwarded to the Agricultural Land Commission as submitted.

CARRIED

Ministry of Agriculture, Agricultural Land Use Inventory and Agricultural Water Demand Model (Verbal Reports).

Stephanie Tam, P. Eng., Water Management Engineer for BC Ministry of Agriculture gave a presentation on the Agricultural Water Demand Model. The presentation will be emailed to Committee members.

Jill Hatfield, Regional Agrologist, Vancouver Island North, Sustainable Agriculture Management Branch Regional Operations, Ministry of Agriculture gave a presentation on the Agricultural Land Use Inventory. The presentation will be emailed to Committee members.

Bylaw and Policy Update Project – Current Status (Verbal Report).

G. Keller gave a brief verbal update on the Bylaw and Policy Update project. Draft zoning amendments have been prepared and Board approval has been received to proceed with community consultation. During the summer months the website will be updated and an online survey will be developed. In the fall there will be engagement with community and feedback will be sought through community meetings which will be held throughout the region.

NEW BUSINESS

District A “Representing Farmer’s Institutes on Vancouver Island, the Gulf Islands and the Sunshine Coast” Meeting with Ministry of Agriculture June 22, 2015

M. Ryn and J. Thony attended a meeting with the Ministry of Agriculture on June 22, 2015 to discuss changes to the *Livestock Act*, Farm Animal Abuse Investigations and Need to Control Invasive Plants that threaten agriculture. Submissions regarding this meeting will be emailed to Committee members.

M. Ryn and J. Thony recently attended a meeting of the CVRD's AAC which included a presentation by Cowichan Green Community on incubator farms. Ms. Ryn suggested this presentation be made at an RDN AAC meeting at a future date.

J. Thony displayed a booklet by a Vancouver Island University student which reviews 14 local farms. This booklet is available locally.

Chair Houle thanked everyone for their presentations.

ADJOURNMENT

MOVED K. Reid, SECONDED H. Houle, that this meeting be adjourned.

CARRIED

Time 2:43 pm

CHAIRPERSON