

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 28, 2017 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	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 J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director B. Colclough	District of Lantzville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director I. Thorpe	Deputy Chairperson
Director B. Bestwick	City of Nanaimo
Director W. Pratt	City of Nanaimo

Also in Attendance:

P. Carlyle	Chief Administrative Officer
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 & Emergency Planning Services
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

DELEGATIONS

David Bligh, re Water Bill Adjustment: 1965 Highland Road, Nanoose Bay Peninsula Water Service Area.

This item was withdrawn.

Dave Hammond, Ryan Lavzon, Nanaimo Organic Waste, re Joint Venture Proposal to Extend Organics Processing Contract for 20 Years.

- 17-133 MOVED Director McPherson, SECONDED Director Young, that the delegation by Dave Hammond and Ryan Lavzon, Nanaimo Organic Waste, be deferred to later in the agenda to follow staff's presentation to the Board on the Joint Venture Proposal to Extend Organics Processing Contract for 20 Years report.

CARRIED

BOARD MINUTES

Minutes of the Regular Board Meeting – February 28, 2017.

- 17-134 MOVED Director Colclough, SECONDED Director Houle, that the minutes of the Regular Board meeting held February 28, 2017, be adopted.

CARRIED

UNFINISHED BUSINESS

BYLAW ADOPTION

Bylaw No. 1170.05 – San Pareil Water Service Area Expansion, Electoral Area 'G'.

- 17-135 MOVED Director Stanhope, SECONDED Director Colclough, that "San Pareil Water Supply Local Service Area Amendment Bylaw No. 1170.05, 2017" be adopted.

CARRIED

Board Procedure Bylaw.

- 17-136 MOVED Director Westbroek, SECONDED Director Stanhope, that "Regional District of Nanaimo Board Procedure Bylaw No. 1754, 2017" be adopted.

CARRIED

2017 Service Area Tax Requisition Amendment Bylaws.

- 17-137 MOVED Director Fell, SECONDED Director Rogers, that "Pacific Shores Sewer Local Service Requisition Limit Amendment Bylaw No. 1021.12, 2017" be adopted.

CARRIED

- 17-138 MOVED Director Fell, SECONDED Director Rogers, that "Coombs-Hilliars Fire Protection Service Requisition Limit Amendment Bylaw No. 1022.08, 2017" be adopted.

CARRIED

Trucked Liquid Waste Servicing Bylaw.

- 17-139 MOVED Director Westbroek, SECONDED Director Stanhope, that “Horne Lake Pump and Haul Service Establishment Repeal Bylaw No. 1753, 2017” be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA SERVICES COMMITTEE

Minutes of the Electoral Area Services Committee Meeting – March 14, 2017.

- 17-140 MOVED Director McKay, SECONDED Director Stanhope, that the minutes of the Electoral Area Services Committee meeting held March 14, 2017 be received for information.

CARRIED

Development Permit Application No. PL2017-008 – 560 Wain Road, Electoral Area ‘G’.

- 17-141 MOVED Director Stanhope, SECONDED Director Colclough, that the Board approve Development Permit No. PL2017-008 to permit the construction of a garage subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit Application No. PL2016-182 – 3030 Graham Road and 2715 Yellow Point Road, Electoral Area ‘A’.

- 17-142 MOVED Director McPherson, SECONDED Director Young, that the Board approve Development Permit No. PL2016-182 to permit riparian restoration works subject to the conditions outlined in Attachments 2 and 3.

CARRIED

Development Permit with Variance Application No. PL2016-104 – 908 McFeely Drive, Electoral Area ‘G’.

Gordon Oates spoke in opposition to the application.

- 17-143 MOVED Director Stanhope, SECONDED Director Colclough, that the Board approve Development Permit with Variance No. PL2016-104 to address the placement of fill and permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit with Variance Application No. PL2017-019 – 1100 Pepper Place, Electoral Area ‘G’.

- 17-144 MOVED Director Stanhope, SECONDED Director Young, that the Board approve Development Permit with Variance No. PL2017-019 to permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Development Variance Permit Application No. PL2017-021 – 1067 Paradise Place, Electoral Area ‘E’.

- 17-145 MOVED Director Rogers, SECONDED Director McPherson, that the Board approve Development Variance Permit No. PL2017-021 to reduce the setback from the interior side lot line for a garage subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Zoning Amendment Application No. PL2016-110 – 1682 and 1686 Cedar Road, Electoral Area 'A' – Amendment Bylaw 500.408, 2017 – First and Second Reading.

17-146 MOVED Director McPherson, SECONDED Director Young, that the Board receive the Summary of the Public Information Meeting held on January 30, 2017.

CARRIED

17-147 MOVED Director McPherson, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.408 being considered for adoption.

CARRIED

17-148 MOVED Director McPherson, SECONDED Director Young, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017”, be introduced and read two times.

CARRIED

17-149 MOVED Director McPherson, SECONDED Director Young, that the Public Hearing on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” be waived in accordance with Section 464(2) of the *Local Government Act*.

CARRIED

17-150 MOVED Director McPherson, SECONDED Director Young, that staff be directed to proceed with notification in accordance with Section 467 of the *Local Government Act* of the Board’s intent to consider third reading of “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” at a regular Board meeting to be held on April 25, 2017.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2016-178 – 833 Reid Road, Electoral Area 'G'.

17-151 MOVED Director Stanhope, SECONDED Director Rogers, that the Board approve the request to relax the minimum 10% perimeter frontage requirements for proposed Lot 2 in relation to Subdivision Application No. PL2016-178 subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED

RDN/VIHA Grant.

17-152 MOVED Director Houle, SECONDED Director Hong, that the use of Island Health Community Wellness Grant Electoral Area ‘A’ funds to purchase items for the Farm to School Program, Weight Room and Smoking Cessation Program be supported as requested by the Cedar School Coordinator.

CARRIED

Cedar Plaza.

17-153 MOVED Director McPherson, SECONDED Director Young, that staff review possible alternatives to potentially allow water service at Cedar Plaza from the North Cedar Improvement District and report back to the Electoral Area ‘A’ Parks, Recreation and Culture Commission.

CARRIED

Jack Bagley Field.

- 17-154 MOVED Director Rogers, SECONDED Director McPherson, that \$10,000 of Electoral Area 'E' Community Works Funds be allocated to School District 69 (Qualicum) for Jack Bagley field improvements.
- CARRIED

Nanoose Playground Report.

- 17-155 MOVED Director Rogers, SECONDED Director Fell, that staff be directed to remove the play structure at Nanoose Road Community Park and in consultation with the Nanoose Parks and Open Space Advisory Committee determine an alternative park use for the site.
- CARRIED

Parks and Open Space Plans.

- 17-156 MOVED Director Rogers, SECONDED Director Fell, that the Parks and Open Space Plan for Nanoose Bay (2001) be rescinded and the Community Parks and Trails Strategic Plan for Electoral Areas E, F, G & H (2014) be the guiding document for community parks in Electoral Area 'E'.
- CARRIED

Stanhope Trail Planning.

- 17-157 MOVED Director Stanhope, SECONDED Director Lefebvre, that park staff seek bids to construct a gravel trail to connect Wally's Way with Ackerman Road and forego the option to pave the trail in the near future.
- CARRIED

Little Qualicum Hall.

- 17-158 MOVED Director Stanhope, SECONDED Director Lefebvre, that the Little Qualicum Hall be closed and the building site be incorporated into Dashwood Community Park.
- CARRIED

McColl Road Beach Access.

- 17-159 MOVED Director Fell, SECONDED Director Rogers, that staff not proceed with water access signage installation or public access development at the McColl Road water access.
- CARRIED

Electoral Area Services Committee Meetings in the Community.

- 17-160 MOVED Director McPherson, SECONDED Director Fell, that Electoral Area Services Committee meetings in the Electoral Areas will be by exception and when there is an identified need.
- CARRIED

COMMITTEE OF THE WHOLE

Minutes of the Regular Committee of the Whole Meeting – March 14, 2017.

- 17-161 MOVED Director McKay, SECONDED Director McPherson, that the minutes of the Regular Committee of the Whole meeting held March 14, 2017 be received for information.
- CARRIED

Regional District of Nanaimo 2017 Operational Plan.

- 17-162 MOVED Director Rogers, SECONDED Director McPherson, that the Board endorse the Regional District of Nanaimo 2017 Operational Plan.

CARRIED

Celebrating the Regional District of Nanaimo's 50th Anniversary.

- 17-163 MOVED Director Westbroek, SECONDED Director Yoachim, that the Board endorse the communication and outreach activities to celebrate the Regional District of Nanaimo's 50th Anniversary as outlined in Attachment 1.

CARRIED

Greater Nanaimo Pollution Control Centre Receiving Environment Monitoring.

- 17-164 MOVED Director Colclough, SECONDED Director Rogers, that the Board award the Environmental Consulting Services contract for the Greater Nanaimo Pollution Control Centre Receiving Environment Monitoring Program to G3 Consulting Ltd. for \$226,314.45.

CARRIED

Marine Litter Resolution – Federation of Canadian Municipalities Annual Conference.

- 17-165 MOVED Director Westbroek, SECONDED Director Lefebvre, that the following resolution be forwarded to the Federation of Canadian Municipalities for consideration at the Annual Conference:

WHEREAS the United Nations Environmental Programme estimates that 8 million tonnes of the plastic produced globally every year finds its way into our oceans, food chains and ecosystems, damaging our health in the process;

AND WHEREAS, with over 202,080 kilometres of coastline, Canada has one of the longest interfaces with oceans and bodies of water of any country on the planet;

AND WHEREAS, well designed laws can help reverse this global trend;

RESOLVED, that the Federation of Canadian Municipalities urge the federal government to develop a national strategy to mitigate and manage marine litter.

CARRIED

Water Bill Adjustment: 1965 Highland Road, Nanoose Bay Peninsula Water Service Area.

- 17-166 MOVED Director Rogers, SECONDED Director Colclough, that the Board authorize a water bill adjustment at 1965 Highland Road for an amount equal to 50 percent of the value of water leaked during the September 2015 to May 2016 billing period.

CARRIED

Bylaw No. 1655.06 – Water User Rate Amendments 2017.

- 17-167 MOVED Director Rogers, SECONDED Director Stanhope, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.06, 2017" be introduced and read three times.

CARRIED

Island Timberlands Licence for Underground Fire Water Tank.

17-168 MOVED Director Rogers, SECONDED Director Fell, that the Board approve the Non-Exclusive Licence with Island Timberlands for the use of lands to construct, maintain and access an underground water tank.

CARRIED

District 69 Recreation Grants.

17-169 MOVED Director Fell, SECONDED Director Lefebvre, that the District 69 Youth Recreation Grant applications be approved as follows:

Youth Organization

Arrowsmith Community Recreation Association - youth basketball event	\$485
Ballenas Secondary School - Dry Grad Committee	\$1,000
Errington War Memorial Hall Association - World Music Camp	\$950
Oceanside Minor Softball Association - equipment	\$2,500
School District #69 - Quw'utsun Cultural Centre trip	\$2,000
Total	\$6,935

CARRIED

17-170 MOVED Director Fell, SECONDED Director Westbroek, that the District 69 Community Recreation Grant applications be approved as follows:

Community Organization

Arrowsmith Community Recreation Association - Coombs Community Picnic	\$909
Bow Horne Bay Community Club - Lighthouse Fall Fair	\$1,200
Family Resource Association - Special Needs Program family retreat	\$1,200
Lighthouse Community Centre Society – pickleball nets	\$500
Oceanside Building Learning Together Society - Dad's Night Out Skating	\$689
Parksville Lions Club - free family skate events	\$1,000
Qualicum Beach Elementary School PAC – play space	\$2,500
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,000
Town of Qualicum Beach - Select Committee on Family Day Celebrations	\$500
Total	\$9,498

CARRIED

Amended Arrowsmith Community Recreation Association Recreation Services Report.

- 17-171 MOVED Director Fell, SECONDED Director Colclough, that the amended Recreation Services Delivery Agreement (Attachment 1) with the Arrowsmith Community Recreation Association be renewed for a three-year term from January 1, 2017 through to December 31, 2019.

CARRIED

'A Plastic Ocean' Documentary Screening at Vancouver Island University.

- 17-172 MOVED Director Colclough, SECONDED Director Hong, that the Regional District of Nanaimo provide \$250 in funding to Vancouver Island University so they can screen the 'A Plastic Ocean' documentary.

MOVED Director Hong, SECONDED Director Fell, that the Board amend the main motion by adding "USD" after \$250.

CARRIED

The vote was taken on the main motion as amended:

- 17-173 That the Regional District of Nanaimo provide \$250 USD in funding to Vancouver Island University so they can screen the 'A Plastic Ocean' documentary.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Northern Community Economic Development Select Committee.

Minutes of the Northern Community Economic Development Select Committee Meeting – March 9, 2017.

- 17-174 MOVED Director Stanhope, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held March 9, 2017 be received for information.

CARRIED

Coombs Farmers' Institute, re Parksville-Qualicum Beach Growers Guide Magazine – 2016 Initiative – Surplus Funding.

- 17-175 MOVED Director Lefebvre, SECONDED Director Westbroek, that staff be requested to review the Terms of Reference for the Northern Community Economic Development Select Committee regarding the use of surplus funds in Northern Community Economic Development projects.

CARRIED

Regional Economic Development.

- 17-176 MOVED Director McPherson, SECONDED Director Rogers, that staff be requested to write a report on establishing a regional economic development function.

CARRIED

Emergency Management Select Committee.

Minutes of the Emergency Management Select Committee Meeting – March 14, 2017.

- 17-177 MOVED Director Rogers, SECONDED Director Colclough, that the minutes of the Emergency Management Select Committee meeting held March 14, 2017 be received for information.

CARRIED

Solid Waste Management Select Committee.

Minutes of the Solid Waste Management Select Committee Meeting – March 15, 2017.

- 17-178 MOVED Director McPherson, SECONDED Director Hong, that the minutes of the Solid Waste Management Select Committee meeting held March 15, 2017 be received for information.

CARRIED

Joint Venture Proposal to Extend Organics Processing Contract for 20 Years.

Staff provided the Board with an overview of the Joint Venture proposal, history of Nanaimo Organic Waste, points of consideration regarding the Solid Waste Management Plan, and a summary of the recommendations.

Delegation - Dave Hammond and Ryan Lavzon, Nanaimo Organic Waste.

Dave Hammond advised the Board that the Joint Venture Partners are very experienced in organic composting, and if a long-term contract is secured, will move forward with substantial capital upgrades which will increase capacity, reduce leachate and odour, and create a higher quality organic compost.

- 17-179 MOVED Director Yoachim, SECONDED Director McPherson, that the Board direct staff to negotiate with the Joint Venture for a long-term contract for organic waste processing and report back to the Board with recommended contract terms.

CARRIED

- 17-180 MOVED Director Yoachim, SECONDED Director McPherson, that the Board approve up to \$50,000 be allocated from the Solid Waste Services budget to undertake financial, legal and due diligence activities with the negotiations.

CARRIED

Charitable and Non-Profit Organizations – Waived Tipping Fees.

- 17-181 MOVED Director Stanhope, SECONDED Director Lefebvre, that the Charitable and Non-Profit Organizations – Waived Tipping Fees report be received for information.

CARRIED

- 17-182 MOVED Director Stanhope, SECONDED Director Lefebvre, that staff be directed to prepare a supplementary report providing a recommendation for future administration for the waiving of tipping fees for charitable organizations.

CARRIED

Transit Select Committee.

Minutes of the Transit Select Committee Meeting – March 16, 2017.

- 17-183 MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held March 16, 2017 be received for information.

CARRIED

Fare Review.

- 17-184 MOVED Director Westbroek, SECONDED Director Colclough, that the Fare Review report be referred back to staff to provide further information on the impact of the proposed fare options.

CARRIED

BC Transit Custom Registration Process.

- 17-185 MOVED Director Westbroek, SECONDED Director Colclough, that the Board direct staff to work with BC Transit to implement the enhanced Custom Transit Registration Process for new handyDART applications.
- DEFEATED

Nanaimo 150 Celebration – Request for Extra Transit.

- 17-186 MOVED Director Westbroek, SECONDED Director Hong, that the Board approve the Nanaimo 150 Celebration's request for additional transit service for the Canada Day 150 Celebration event and direct staff to provide four (4) conventional buses from 9:00 am to 12:00 pm, for the event on July 1st, 2017.
- CARRIED

Duke Point Transportation Service Request.

- 17-187 MOVED Director Westbroek, SECONDED Director Lefebvre, that staff provide a report back to the Transit Select Committee on the request for transportation services to Duke Point.
- CARRIED

REPORTS

Zoning Amendment Application No. PL2016-108 – Midora Road and Virostko Road, Electoral Area 'C' – Amendment Bylaw 500.406, 2017 – Third Reading.

- 17-188 MOVED Director Young, SECONDED Director Fell, that the Board receive the report of the Public Hearing held on March 7, 2017 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017".
- CARRIED
- 17-189 MOVED Director Young, SECONDED Director Fell, that the Board give third reading to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017".
- CARRIED

Zoning Amendment Application No. PL2016-161 – Pratt Road, Electoral Area 'F' – Amendment Bylaw 1285.27, 2017 – Third Reading.

- 17-190 MOVED Director Fell, SECONDED Director Young, that the Board receive the report of the Public Hearing held on March 15, 2017 for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.27, 2017".
- CARRIED
- 17-191 MOVED Director Fell, SECONDED Director McPherson, that the Board give third reading to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.27, 2017".
- CARRIED

2017 to 2021 Financial Plan Revised Bylaw No. 1755.

- 17-192 MOVED Director McPherson, SECONDED Director Rogers, that third reading of "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be rescinded.
- CARRIED

17-193 MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be amended to replace Schedule A as shown on Attachment 1.

CARRIED

17-194 MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be read a third time as amended and as outlined in Attachment 1.

CARRIED

17-195 MOVED Director McPherson, SECONDED Director McKay, that "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be adopted.

CARRIED

NEW BUSINESS

Amendment to Resolution to AVICC - Restriction on Single Wide Mobile Homes as Second Dwellings on ALR Properties.

17-196 MOVED Director McPherson, SECONDED Director Fell, that the following amended resolution be forwarded to the Association of Vancouver Island and Coastal Communities for consideration at their annual meeting:

WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation has established the standards for a second dwelling on ALR land and the Agricultural Land Commission's Policies L-08 and L-18 specify that manufactured homes must normally conform to the CSA Z240 series standards unless a property owner makes a non-farm application to the Commission;

AND WHEREAS construction of factory built, movable dwellings has progressed significantly with technology and the CSA Standard is not flexible enough to accommodate the needs of farmers to provide accommodation on their properties without an application;

AND WHEREAS these new movable dwellings incorporate innovative energy-efficient, green building technology and can be sited to reinforce the farmland protection objectives of the ALC;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities requests that the Ministry of Agriculture amend the Agricultural Land Reserve Use, Subdivision and Procedure Regulation to provide more certainty for types of manufactured homes that are permitted as residential uses and request that the Agricultural Land Commission amend their policies to allow for the siting of other types of factory built, movable dwellings outside of the CSA Z240 series standards.

CARRIED

Regional District of Nanaimo Branding.

17-197 MOVED Director Westbroek, SECONDED Director Yoachim, that the branding of the Regional District of Nanaimo consider First Nations and their culture and history.

CARRIED

IN CAMERA

17-198 MOVED Director Stanhope, SECONDED Director Lefebvre, that pursuant to sections 90 (1)(a), (c), (e), (i), (j), and (m) of the *Community Charter* the Board proceed to an In Camera Meeting for discussions related to Board appointments, labour relations, land issues, solicitor-client privilege, third-party business interests, and intergovernmental relations.

TIME: 8:34 PM

ADJOURNMENT

MOVED Director Westbroek, SECONDED Director Stanhope, that this meeting be adjourned.

CARRIED

TIME: 8:38 PM

CHAIRPERSON

CORPORATE OFFICER