

**REGIONAL DISTRICT OF NANAIMO**  
**MINUTES OF THE REGULAR BOARD MEETING**

**Tuesday, October 3, 2017, 7:00 P.M.**  
**RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	Alternate	
	Director K. Wilson	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 B. Bestwick	City of Nanaimo
	Director G. Fuller	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 A. McPherson	Electoral Area A
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
	J. Harrison	Director of Corporate Services
	W. Idema	Director of Finance
	D. Pearce	Director of Transportation & Emergency Services
	J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary	

**CALL TO ORDER**

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

The Chair welcomed Alternate Director Wilson to the meeting.

**APPROVAL OF THE AGENDA**

17- 465

It was moved and seconded that the agenda be approved, as amended, to include correspondence, revised voting on committee recommendations, and new business on the addendum.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

17- 466

It was moved and seconded that the following minutes be adopted:

Regular Board Meeting - August 22, 2017

Special Board Meeting - September 12, 2017

CARRIED UNANIMOUSLY

**INVITED PRESENTATIONS**

**Steve Slawuta, RC Strategies and Brian Johnston, PERC, re Regional District of Nanaimo Draft District 69 (Oceanside) Recreation Services Master Plan**

Steve Slawuta provided a project process update and overview of the Draft Master Plan key recommendations and set out the next steps in finalizing the Master Plan.

**DELEGATIONS - AGENDA ITEMS**

**Tracy Samra, Charlotte Davis, and Wendy Fulla, City of Nanaimo, re Zero Waste Recycling Services**

Tracy Samra stated the importance of zero waste recycling and asked the Regional District of Nanaimo to collaborate with the City of Nanaimo to address the issue and the request made by the Nanaimo Recycling Exchange. Charlotte Davis and Wendy Fulla presented options for continued zero waste recycling services within the Region and stated that the preferred option would be for the Regional District of Nanaimo to fully partner with the Nanaimo Recycling Exchange.

**Jan Hastings, Nanaimo Recycling Exchange, re Update on NRE**

Jan Hastings provided the Board with an update on the future of the Nanaimo Recycling Exchange and asked the Board to consider entering into discussions with Nanaimo Recycling Exchange to secure a location for their facility to enable them to continue advancing the Region's target of 90% waste diversion.

**CORRESPONDENCE**

17- 467

It was moved and seconded that the following correspondence be received for information:

Lynette Jackson, Gabriola Senior Citizens Association, re Proposal to Regional District of Nanaimo for Financial Assistance in Upgrading Rollo Centre Interior in Compliance with VIHA Standards

Snuneymuxw First Nation re Mid-Island Regional Forestry Initiative, Letters of Support, and Key Components of the MOU

Nina Evans-Locke and Dean Gaudry, Nanaimo & Area Land Trust, re Mount Benson Regional Park Trails

Paul Hasselback, Island Health, re Air Quality Related Health Concerns due to Domestic Wood Burning

Ron Amos, School District No. 69 (Qualicum), re Appointment to the District 69 Recreation Commission

CARRIED UNANIMOUSLY

17- 468

It was moved and seconded that up to \$42,000 be allocated from the Electoral Area 'B' Community Works fund allocation for an agreement with the Gabriola Senior Citizens Association for upgrades to the Rollo Centre.

CARRIED UNANIMOUSLY

17- 469

It was moved and seconded that the Board supports the Snuneymuxw First Nation's proposed Mid-Island Regional Forestry Initiative, which will stimulate the regional forest economy, create jobs and build capacity within the Snuneymuxw First Nation, and provide certainty for the forest sector, and that a letter of support be sent to the Premier of BC.

CARRIED UNANIMOUSLY

17- 470

It was moved and seconded that Dr. Hasselback be invited to a Board meeting to speak to the Board regarding air quality related health concerns due to domestic wood burning.

CARRIED UNANIMOUSLY

**COMMITTEE MINUTES**

17- 471

It was moved and seconded that the following minutes be received for information:

Electoral Area Services Committee Meeting - September 12, 2017

Committee of the Whole Meeting - September 12, 2017

Transit Select Committee Meeting - September 14, 2017

Solid Waste Management Select Committee Meeting - September 14, 2017

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

**Electoral Area Services Committee**

**Bylaw Referral Park Implications Gabriola Local Trust Committee Bylaw Nos. 289 and 290 (Potlatch Density Transfer)**

17- 472

It was moved and seconded that the Board advise the Gabriola Island Local Trust Committee that the Regional District of Nanaimo will accept the proposed 16.4-hectare parkland dedication through subdivision under Section 510 of the *Local Government Act* following adoption of Bylaws 289 and 290 by the Islands Trust.

CARRIED UNANIMOUSLY

17- 473

It was moved and seconded that the Board advise the Gabriola Island Local Trust Committee that the Regional District of Nanaimo will accept proposed SRW #1, #2, #3 and #4 as public trail connections through subdivision following adoption of Bylaws 289 and 290 by the Islands Trust.

CARRIED UNANIMOUSLY

17- 474

It was moved and seconded that the Board direct staff to include planning and development of the parkland dedication and trails in the Electoral Area 'B' Parks and Open Space Advisory Committee work planning session for prioritization and \$186,000 be included in the long term Financial Plan.

CARRIED UNANIMOUSLY

**Zoning Amendment Application No. PL2015-172 - 846 Island Highway West, Electoral Area 'G' - Amendment Bylaw 500.404, 2017 - First and Second Reading**

17- 475

It was moved and seconded that the Board receive the Summary of the Public Information Meeting held on October 3, 2016.

CARRIED UNANIMOUSLY

17- 476

It was moved and seconded that the conditions set out in Attachment 3 of the staff report be completed prior to Amendment Bylaw No. 500.404 being considered for adoption.

CARRIED UNANIMOUSLY

17- 477

It was moved and seconded that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.404, 2017", be introduced and read two times.

CARRIED UNANIMOUSLY

17- 478

It was moved and seconded that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.404, 2017", be chaired by Director Stanhope or his alternate.

CARRIED UNANIMOUSLY

**Gabriola Island Reception Centre – South Island**

17- 479

It was moved and seconded that staff be directed to provide alternative Emergency Reception Centre sites for Gabriola Island.

CARRIED UNANIMOUSLY

**Fire Protection Services Agreement with City of Parksville**

17- 480

It was moved and seconded that the Board approve the addendum to the Fire Protection Services Agreement with the City of Parksville covering portions of Electoral Area 'G'.

CARRIED UNANIMOUSLY

**Electoral Area 'B' Community Works Funds - Huxley Community Park Playground Project**

17- 481

It was moved and seconded that up to \$66,500 of Electoral Area 'B' Community Works Funds be allocated for Phase 2 Playground Equipment to be used if required to complete the Huxley Community Park Playground Project.

CARRIED UNANIMOUSLY

**Committee of the Whole**

**Bylaw No. 1764 Alberni-Clayoquot Regional District 2018 Permissive Tax Exemption**

17- 482

It was moved and seconded that “Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1764, 2017” be introduced and read three times.

CARRIED UNANIMOUSLY

17- 483

It was moved and seconded that “Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1764, 2017” be adopted.

CARRIED UNANIMOUSLY

**2018 to 2022 Financial Plan Schedule and Preliminary 2018 Budget Information**

17- 484

It was moved and seconded that the preliminary 2018 budget information provided be received and that the proposed schedule of meetings to review and approve the 2018 to 2022 Financial Plan be approved as presented.

CARRIED UNANIMOUSLY

**Board Procedure Amendment Bylaw No. 1754.01**

17- 485

It was moved and seconded that “Regional District of Nanaimo Board Procedure Amendment Bylaw No. 1754.01, 2017” be introduced and read three times.

CARRIED UNANIMOUSLY

17- 486

It was moved and seconded that “Regional District of Nanaimo Board Procedure Amendment Bylaw No. 1754.01, 2017” be adopted.

CARRIED UNANIMOUSLY

17- 487

It was moved and seconded that staff be directed to draft a resolution for consideration by the Board and submission to the Association of Vancouver Island and Coastal Communities, recommending legislative changes to notice requirements for Directors.

CARRIED UNANIMOUSLY

17- 488

It was moved and seconded that the Minister of Municipal Affairs & Housing be requested to review the legislation to modernize the notice requirements for Directors.

CARRIED UNANIMOUSLY

**Service Agreement with Gabriola Island Chamber of Commerce to provide Economic Development For Electoral Area 'B'**

17- 489

It was moved and seconded that the Gabriola Island Economic Development Plan be received.

CARRIED UNANIMOUSLY

17- 490

It was moved and seconded that the Regional District of Nanaimo enter into an agreement with the Gabriola Island Chamber of Commerce to provide economic development services for Electoral Area 'B' for 2017 to 2020 (three years).

CARRIED UNANIMOUSLY

17- 491

It was moved and seconded that the agreement include the following requirements:

- a. That the Gabriola Island Chamber of Commerce submit an annual work plan including expenses to the Regional District of Nanaimo in support of their funding request.
- b. That regular reporting on the Key Performance Indicators as outlined in the Gabriola Island Economic Development Plan be a requirement for continued funding.

CARRIED UNANIMOUSLY

17- 492

It was moved and seconded that the Regional District of Nanaimo provide funding to the Gabriola Island Chamber of Commerce in the amount of \$29,925 for economic development services for the period ending March 31, 2018 and then \$65,000 per year thereafter in accordance with the agreement.

CARRIED UNANIMOUSLY

**2017 Operational Plan Update and 2017 – 2021 Operational Report and Forecast**

17- 493

It was moved and seconded that the Board endorse the Regional District of Nanaimo 2017 Operational Plan Update.

CARRIED UNANIMOUSLY

17- 494

It was moved and seconded that the Board endorse the Regional District of Nanaimo 2017 – 2021 Operational Report and Forecast.

CARRIED UNANIMOUSLY

**September 2017 Drinking Water and Watershed Protection Program Update**

17- 495

It was moved and seconded that the Board endorse the September 2017 update on the Drinking Water and Watershed Protection program.

CARRIED UNANIMOUSLY

**Transit Select Committee**

**Financial Implications of Transit Service to Duke Point**

It was moved and seconded that the 5,000 hour conventional transit expansion for January 2018 be approved, and public transit service to the Duke Point ferry terminal area be implemented in January 2018.

17- 496

It was moved and seconded that transit service to Duke Point be referred back to staff.

Opposed (3): Director Thorpe, Director Wilson, and Director McKay

CARRIED



**CNG Bus Exterior Advertising**

17- 497

It was moved and seconded that BC Transit be advised that the RDN is not permitting exterior bus advertising on the RDN Conventional fleet until BC Transit advises the paint defects are resolved.

Opposed (3): Director Young, Director Bestwick, and Director Kipp

CARRIED

**Transit Expansion within Electoral Area 'A'**

17- 498

It was moved and seconded that staff be directed to provide a report incorporating the following elements with a view to extending and improving the current transit services within Electoral Area 'A':

The cost of extending bus service beyond Woobank Road along Holden Corso Road, Barnes Road, Fawcett Road, Murdoch Road, Barnes Road, Holden Corso to White and Woobank Roads;

The cost of extending bus service through IR #4 along MacMillan Road, Gordon Road to Cedar Road;

A potential bus service schedule for each of the above routing both separately and combined;

The cost to situate a bus shelter to accommodate the Snuneymuxw First Nation residents within IR #4 both under the current service and the extended service proposal; and

The feasibility of including the extended services within the next expansion of transit service hours within the Regional District of Nanaimo.

Opposed (1): Director Bestwick

CARRIED

**Low Income Family Bus Pass Program**

17- 499

It was moved and seconded that staff be directed to investigate the possibility of a free bus pass for families below the poverty line within the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

**Solid Waste Management Select Committee**

**Waived Tipping Fees for Charitable Organizations – Follow up**

17- 500

It was moved and seconded that the Waived Tipping Fees for Charitable Organization – Follow up report be received for information.

CARRIED UNANIMOUSLY

17- 501

It was moved and seconded that there be no change to the current policy on tipping fees for Charitable Organizations.

CARRIED UNANIMOUSLY

## REPORTS

### **Draft Recreation Services Master Plan for Oceanside (District 69)**

17- 502

It was moved and seconded that the Draft Recreation Services Master Plan for Oceanside (District 69) be presented to the District 69 Recreation Commission and the Recreation Services Master Plan Advisory Committee for information and comment.

CARRIED UNANIMOUSLY

17- 503

It was moved and seconded that the Draft Recreation Services Master Plan for Oceanside (District 69) be presented to the communities of Oceanside for feedback and comment in the form of open houses and online community engagement.

CARRIED UNANIMOUSLY

### **Zoning Amendment Application No. PL2017-015 - 2720 Benson View Road - Electoral Area 'C' - Amendment Bylaw No. 500.409 - Adoption**

17- 504

It was moved and seconded that the Board adopt "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.409, 2017".

CARRIED UNANIMOUSLY

### **Zoning Amendment Application No. PL2016-060 - 4775 & 4785 Anderson Avenue - Electoral Area 'H' - Amendment Bylaw No. 500.407 - Adoption**

17- 505

It was moved and seconded that the Board adopt "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017".

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**Electoral Area 'A' Community Works Fund Allocation - Cedar Community Association**

17- 506

It was moved and seconded that up to \$3,000 be allocated from the Electoral Area 'A' Community Works Fund allocation for an agreement with the Cedar Community Association regarding the accessibility project at the Cedar Community Centre.

CARRIED UNANIMOUSLY

**432 Howard Street, Nanaimo; Contaminated Soil, Zero Waste, Regulation and the Function of Solid Waste**

Director Kipp introduced and shared his concerns regarding this matter.

**Electoral Area 'F' Official Community Plan**

17- 507

It was moved and seconded that an Official Community Plan review for Electoral Area 'F' be added to the works list, and to commence upon completion of the Electoral Area 'H' Official Community Plan review.

CARRIED UNANIMOUSLY

**IN CAMERA**

17- 508

It was moved and seconded that pursuant to Sections 90 (1) (e), (j), and (m) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to land acquisition, third party business interests, and intergovernmental relations.

CARRIED UNANIMOUSLY

TIME: 9:22 PM

**RISE AND REPORT**

**Nanaimo Recycling Exchange**

The Board is continuing consideration of the Nanaimo Recycling Exchange request and intends to have future meetings on the matter.

**Mount Benson Regional Park – Purchase of Land for Parking Lot and Trailhead Amenities**

17- 509

It was moved and seconded that the Offer to Purchase Agreement for 2761 Benson View Road (LOT A, SECTIONS 9 & 10, RANGE 4, MOUNTAIN DISTRICT, PLAN VIP87469) be approved.

CARRIED UNANIMOUSLY

17- 510

It was moved and seconded that up to \$1,100,000 be considered for inclusion in the 2018 Regional Parks Capital Budget for detailed design and construction of a paved (asphalt) parking lot, trail connection and trailhead amenities at 2761 Benson View Road and that the future Annual Operation Budget impacts of \$16,500 be considered in the 2018 Budget.

CARRIED UNANIMOUSLY

17- 511

It was moved and seconded that the residents of Benson View Road be consulted on the configuration and design of public parking to serve Mount Benson Regional Park and adjacent provincial lands.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 10:22 PM

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CHAIR

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CORPORATE OFFICER