

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

**Tuesday, July 24, 2018
7:00 P.M.
RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Alternate	
	Director J. McLean	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Director B. McKay	City of Nanaimo
	Alternate	
	Director S. Armstrong	City of Nanaimo
	Director D. Brennan	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Alternate	
	Director M. Beil	City of Parksville
	Director K. Oates	City of Parksville
	Director B. Colclough	District of Lantzville
	Director T. Westbrook	Town of Qualicum Beach
Regrets:	Director J. Fell	Electoral Area F
	Director B. Bestwick	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
	Director M. Lefebvre	City of Parksville
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	L. Gardner	A/Gen. Mgr. Regional & Community Utilities
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Wells	Gen. Mgr. Corporate Services
	D. Pearce	Director of Transportation & Emergency Services
	T. Mayea	A/Mgr. Administrative Services
	S. Commentucci	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 Directors McLean, Armstrong and Beil to the meeting.

APPROVAL OF THE AGENDA

18-286

It was moved and seconded that the agenda be approved, as amended, to consider Item 9.1 Zoning Amendment Bylaw Application No. PL2018-013 - Pitt Road, Electoral Area 'H' Amendment Bylaw 500.420, 2018 - Third Reading, after the approval of the agenda.

CARRIED UNANIMOUSLY

Vice Chair Thorpe assumed the Chair.

Zoning Amendment Bylaw Application No. PL2018-013 – Pitt Road, Electoral Area 'H' Amendment Bylaw 500.420, 2018 – Third Read

18-287

It was moved and seconded that the Board receive the report of the Public Hearing held on July 9, 2018 for the "Regional District of Nanaimo Land use and subdivision Amendment Bylaw No. 500.420, 2018".

Opposed (2): Director McLean, and Director Stanhope

CARRIED

18-288

It was moved and seconded that the Board give third reading to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.420, 2018".

Opposed (2): Director McLean, and Director Stanhope

CARRIED

Chair Veenhof assumed the Chair.

ADOPTION OF MINUTES

Regular Board Meeting - June 26, 2018

18-289

It was moved and seconded that the minutes of the Regular Board meeting held June 26, 2018, be adopted.

CARRIED UNANIMOUSLY

INVITED PRESENTATIONS

Mike Hooper, President, CEO, Nanaimo Airport Commission, re Update of Projects at YCD

Mike Hooper, President, CEO, Nanaimo Airport Commission provided the Board with an update on future projects at the Nanaimo Airport (YCD).

CORRESPONDENCE

18-290

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

Joyce Babula, President, Gabriola Island Community Hall Association, re Funding Request for Gutters and Upgrade to Mechanical Room

Joyce Babula, President, Gabriola Island Community Hall Association, re Funding Request for Roof Replacement

CARRIED UNANIMOUSLY

COMMITTEE MINUTES

18-291

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

Electoral Area Services Committee - July 10, 2018

Committee of the Whole - July 10, 2018

Executive Committee - July 12, 2018

Transit Select Committee - July 12, 2018

Solid Waste Management Select Committee - July 5, 2018

CARRIED UNANIMOUSLY

COMMITTEE RECOMMENDATIONS

Electoral Area Services Committee

Lease and Site License Agreement with Cedar School and Community Enhancement Society for the Management of Cedar Heritage Centre (2019-2020)

18-292

It was moved and seconded that the Lease and Site License Agreement with Cedar School and Community Enhancement Society (CSCES) commencing the 1st of January 2019 ending the 31st of March 2020 be approved.

CARRIED UNANIMOUSLY

Signage Strategy - Electoral Area 'B'

18-293

It was moved and seconded that the trails and parks associated with the Whalebone Area of Gabriola be designated as the pilot project for the new signage strategy.

CARRIED UNANIMOUSLY

Signage Strategy - Electoral Area 'E'

18-294

It was moved and seconded that Electoral Area 'E' Parks and Open Space Advisory Committee endorse the signage project, and Es-hw Sme~nts Community Park be the pilot location.

CARRIED UNANIMOUSLY

Little Qualicum Hall – Building Considerations and Public Consultation Report

18-295

It was moved and seconded that \$170,000 in Community Works Funds is provided to undertake safety and accessibility upgrades to the Little Qualicum Hall and that \$50,000 is budgeted over 2 years to complete the repairs.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2018-008 - 2798 Sunset Terrace, Electoral Area 'H'

18-296

It was moved and seconded that the Board approve Development Variance Permit No. PL2018-008 to increase the maximum permitted floor area for a recreational residence subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2018-060 - 3471 Blueback Drive, Electoral Area 'E'

18-297

It was moved and seconded that the Board approve Development Variance Permit No. PL2018-060 to reduce the setback from the top of slope 30 percent or greater from 8.0 metres to 3.0 metres, subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

Official Community Plan and Zoning Amendment Application No. PL2018-043 - 1723 Cedar Road, Electoral Area 'A' - OCP Amendment Bylaw No. 1620.04, 2018 – Introduction; Amendment Bylaw No. 500.419, 2018 – Introduction

18-298

It was moved and seconded that the Board approve the proposed Public Consultation Plan as outlined in Attachment 10.

CARRIED UNANIMOUSLY

18-299

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.04, 2018”.

CARRIED UNANIMOUSLY

18-300

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.04, 2018”, having considered the impact on the current Financial Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

18-301

It was moved and seconded that the Board receive the Summary of the Public Information Meeting held on June 7, 2018.

CARRIED UNANIMOUSLY

18-302

It was moved and seconded that the Board introduce and give two readings to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018”.

CARRIED UNANIMOUSLY

18-303

It was moved and seconded that the Board direct the Public Hearing on “Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.04, 2018” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018”, be delegated to Director McPherson.

CARRIED UNANIMOUSLY

18-304

It was moved and seconded that the conditions set out in Attachment 2 of the staff report be amended by replacing item No. 5 with the following:

“5. The applicant shall, at the applicant's expense, register a Section 219 Covenant on the property title that requires the owner to:

a. design a sidewalk or other roadside improvements along the entire Cedar Road frontage to the satisfaction of the RDN and to obtain MOTI approval prior to the issuance of a building permit for a water treatment facility on the subject property.

b. construct a sidewalk or other roadside improvements along the entire Cedar Road frontage within 24 months from the date that the water treatment plant is approved as operational or January 1, 2023, whichever occurs first.”

CARRIED UNANIMOUSLY

18-305

It was moved and seconded that the Board direct that the conditions set out in Attachment 2 of the staff report, as amended, be completed prior to “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018” being considered for adoption.

CARRIED UNANIMOUSLY

Zoning Amendment Application No. PL2018-062 - 860, 870, 890 Spider Lake Road, Electoral Area ‘H’ - Amendment Bylaw 500.421, 2018 – Introduction

18-306

It was moved and seconded that the Board receive the Summary of the Public Information Meeting held on June 11, 2018.

CARRIED UNANIMOUSLY

18-307

It was moved and seconded that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.421, 2018, being considered for adoption.

CARRIED UNANIMOUSLY

18-308

It was moved and seconded that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.421, 2018”, be introduced and read two times.

CARRIED UNANIMOUSLY

18-309

It was moved and seconded that the public hearing for “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.421, 2018” be waived and notice of the Board’s intent to consider third reading be given in accordance with Section 467 of the *Local Government Act*.

CARRIED UNANIMOUSLY

Village Way Path Project

18-310

It was moved and seconded that pending final approval by the Regional District of Nanaimo and the Union of BC Municipalities, up to \$25,000 of Electoral Area ‘B’ Community Works Funds be allocated to update the engineering drawings and specifications for the Village Way Path Project to meet Ministry of Transportation and Infrastructure requirements.

CARRIED UNANIMOUSLY

Keeping of Household Poultry

18-311

It was moved and seconded that staff be directed to provide a report on what would be required to increase the property size required for keeping of household poultry.

CARRIED UNANIMOUSLY

Electoral Area 'A' Noise Bylaw

18-312

It was moved and seconded that staff provide a report considering changes to the EA ‘A’ Noise Bylaw to apply to rock breaking and similar or associated activities/processes so as to reduce noise levels to the Permissible Sound Levels (PSLs) expressed in terms of one-hour average sound levels values for outdoor noise and attenuation of noise through the walls of a dwelling provided in the provincial guidelines for pit and quarrying facilities.

CARRIED UNANIMOUSLY

18-313

It was moved and seconded that the report consider applying the Permissible Sound Levels (PSLs) to activities that are anticipated to extend beyond four days and to restricting such activities to the period of Monday through Friday, excluding holidays, and to the hours of 8 am to 5 pm on those days.

CARRIED UNANIMOUSLY

Committee of the Whole

Legal Services Standing Offers Award 2018

18-314

It was moved and seconded that the Regional District of Nanaimo enter into standing offer agreements with Lidstone & Company and Young Anderson for the provision of routine legal services, including construction law advice.

CARRIED UNANIMOUSLY

18-315

It was moved and seconded that the Regional District of Nanaimo enter into standing offer agreements with Harris & Company and Lidstone & Company for the provision of routine legal services for Employment and Labour Law.

CARRIED UNANIMOUSLY

18-316

It was moved and seconded that the Board authorize the Chief Administrative Officer to engage alternate legal services providers when required.

CARRIED UNANIMOUSLY

Consultation Plan – Focused Regional Growth Strategy Review

18-317

It was moved and seconded that the Board adopt the Consultation Plan for the Focused Regional Growth Strategy Review.

CARRIED UNANIMOUSLY

2017 Regional Growth Strategy Annual Report - Implementation and Progress

18-318

It was moved and seconded that the 2017 Regional Growth Strategy Annual Report – Implementation and Progress, be endorsed.

CARRIED UNANIMOUSLY

18-319

It was moved and seconded that a letter be sent to the Minister of Municipal Affairs and Housing to request that the Community Energy and Emissions Inventory data be updated.

CARRIED UNANIMOUSLY

18-320

It was moved and seconded that the Regional Growth Strategy policies relating to affordable housing be included in the approved Focused Regional Growth Strategy Review.

CARRIED UNANIMOUSLY

Bylaw Dispute Adjudication System

18-321

It was moved and seconded that the Board endorse a Bylaw Dispute Adjudication System.

CARRIED UNANIMOUSLY

18-322

It was moved and seconded that the Board direct the preparation of bylaws, policies and agreements for the implementation of the Bylaw Dispute Adjudication System provided for in the *Local Government Bylaw Notice Enforcement Act*, for the Board's approval.

CARRIED UNANIMOUSLY

18-323

It was moved and seconded that the Board direct staff to work with Court Services Branch, Ministry of Attorney General to request the Lieutenant Governor in Council of the Province of British Columbia enact a Regulation under Section 29 of the *Local Government Bylaw Notice Enforcement Act*, applying the Act to the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

Water System Risk Management Plan

18-324

It was moved and seconded that staff be directed to report back upon the completion of the Water System Risk Management Plan.

CARRIED UNANIMOUSLY

Nanoose Bay Peninsula Pumpstation – Construction Contract Award

18-325

It was moved and seconded that the Board award the construction contract for the Nanoose Bay Peninsula Pump Station to Windley Construction Ltd. for \$1,713,119.00 (excluding GST).

CARRIED UNANIMOUSLY

18-326

It was moved and seconded that the Board approve the addition of \$375,000 to the project budget.

CARRIED UNANIMOUSLY

Detailed Design Services for French Creek Pollution Control Centre Stage 4 Expansion Project and Odour Control Upgrades

18-327

It was moved and seconded that the Board award the Engineering Services contract for the detailed design, tendering and construction services for the French Creek Pollution Control Centre Stage 4 Expansion Project and Odour Control Upgrades to AECOM for \$2,506,980 (excluding GST).

CARRIED UNANIMOUSLY

Bowser Village Sanitary Sewer Service Rates and Regulations Bylaw No. 1773, 2018

18-328

It was moved and seconded that “Bowser Village Sanitary Sewer Service Rates and Regulations Bylaw No. 1773, 2018” be read three times.

CARRIED UNANIMOUSLY

18-329

It was moved and seconded that “Bowser Village Sanitary Sewer Service Rates and Regulations Bylaw No. 1773, 2018” be adopted.

CARRIED UNANIMOUSLY

Boundary Expansion – Bow Horn Bay Fire Protection Area

18-330

It was moved and seconded that “Bow Horn Bay Fire Protection Service Amendment Bylaw No. 1385.09, 2018” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.”

CARRIED UNANIMOUSLY

Boundary Expansion – Dashwood Fire Protection Service

18-331

It was moved and seconded that “Dashwood Fire Protection Service Amendment Bylaw No. 964.06, 2018” be introduced and read three times.

CARRIED UNANIMOUSLY

Transit Select Committee

DayPASS Fare Product Update

18-332

It was moved and seconded that the Board receive the DayPASS Fare Product Update for information.

CARRIED UNANIMOUSLY

Fleet Update – Future Innovations

18-333

It was moved and seconded that the Board receive the Fleet Update – Future Innovations report for information.

CARRIED UNANIMOUSLY

Town of Qualicum Beach - Free Fare Program

18-334

It was moved and seconded that the Town of Qualicum provide free transit within the Town of Qualicum on routes 97 and 98 for a trial period of August 1, 2018 to September 30, 2018 with no cost to the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

Solid Waste Management Select Committee

Preliminary Evaluation of Solid Waste Curbside Collection Options

18-335

It was moved and seconded that staff be directed to report back on a recommended service option and implementation plan for the following solid waste curbside collection options:

1. That glass collection at curbside be excluded from further consideration.
2. That semi-automated collection service be excluded from further consideration.
3. That staff be directed to conduct a public consultation and evaluation of the service options.

CARRIED UNANIMOUSLY

Regional Landfill Security Contract 2018-2020

18-336

It was moved and seconded that the Board award a two (2) year contract for Regional Landfill Security services to Neptune Security Service in the amount of \$170,000.00 from September 1, 2018 to August 31, 2020.

CARRIED UNANIMOUSLY

18-337

It was moved and seconded that the General Manager of Regional and Community Utilities and the Director of Finance be authorized to extend the contract for an additional two (2) years if appropriate.

CARRIED UNANIMOUSLY

Gabriola Island Recycling Organization Request for Funding

18-338

It was moved and seconded that the Board approve a fee for service to Gabriola Island Recycling Organization of an amount not to exceed \$15,000 for a Zero Waste School Education Pilot Program under the Solid Waste Management Plan for the 2018/2019 school year.

Opposed (7): Director Armstrong, Director Young, Director McLean, Director McKay, Director Thorpe, Director Brennan, Director Beil

CARRIED

Curbside Collection Service

18-339

It was moved and seconded that staff provide a report that investigates internal delivery of curbside collection service.

Opposed (1): Director Rogers

CARRIED

REPORTS

Zoning Amendment Application No. PL2017-202 - Pitt Road, Electoral Area 'H' Amendment Bylaw 500.418, 2018 - Third Reading

18-340

It was moved and seconded that the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.418, 2018”.

Opposed (1): Director McLean

CARRIED

NEW BUSINESS

Electoral Area 'B' Community Works Funds

18-341

It was moved and seconded that pending approval from the Union of BC Municipalities, the Board enter in to an agreement with the Gabriola Community Hall Association for up to \$5,000 from the Electoral Area 'B' Community Works Fund allocation as a contribution towards the installation of gutters and mechanical room upgrades at the Gabriola Community Hall.

CARRIED UNANIMOUSLY

18-342

It was moved and seconded that pending notification of successful BC Community Gamin Grant application and project approval from the Union of BC Municipalities, the Board enter into an agreement with the Gabriola Community Hall Association for up to \$25,000 from the Electoral Area 'B' Community Works Fund allocation as a matching contribution towards roof upgrades and the Gabriola Community Hall.

CARRIED UNANIMOUSLY

18-343

It was moved and seconded that staff be directed to provide correspondence to the Gabriola Community Hall Association in support of its BC Community Gaming Grant application confirming the availability of up to \$25,000 in matching funds for roof upgrades for the Gabriola Community Hall.

CARRIED UNANIMOUSLY

Electoral Area 'F' Ballot

18-344

It was moved and seconded that the following question be placed on the October 20, 2018 ballot in Electoral Area 'F':

"Are you in favour of ending the requirement for Building Inspection for owner-builders in Electoral Area 'F' who have achieved provincial certification as owner-builders?"

Opposed (6): Director Houle, Director McPherson, Director Rogers, Director Stanhope, Director Veenhof, Director Young

DEFEATED

IN CAMERA

18-345

It was moved and seconded that pursuant to Section(s) 90 (1) (a), (c), (k) and (m) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality, labour relations and other employee relations, a proposed service, and a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED UNANIMOUSLY

TIME: 8:45 PM

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 9:03 PM

CHAIR

CORPORATE OFFICER