

REGIONAL DISTRICT OF NANAIMO

**REGULAR BOARD MEETING
TUESDAY, MARCH 25, 2014
7:10 PM**

(RDN Board Chambers)

A G E N D A

PAGES

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
 - 12 **Dr. Paul Hasselback, Vancouver Island Health Authority,** re Local Area Health Profiles.
 - 13 **Gary Carleton, Red Cross,** re Acknowledgement of Recent Agreement and Update of Red Cross Work in RDN.
- 3. BOARD MINUTES**
 - 14-28 Minutes of the Board meeting held Tuesday, February 25, 2014 (All Directors – One Vote).
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**

(All Directors – One Vote)

 - 29 **Laurie Nickerson, Kingsley Low Rental Housing Society,** re Proposed Redevelopment of Senior Housing Complex in Parksville.
 - 30 **Dean Gaudry, Chair, Nanaimo and Area Land Trust Board of Directors,** re Nanaimo-based Incinerator for Metro Vancouver Waste.
 - 31-32 **Russ Black, Belcorp Environmental Services Ltd.,** re GVS&DD Proposed Solid Waste and Recyclable Materials Regulatory Bylaw 280.
 - 33 **Phyllis Geoffray,** re Support for NRE.
 - 34 **Tony Montana,** re Nanaimo Recycling Exchange.
 - 35-36 **Lynne Alton,** re Nanaimo Recycling Exchange.

6. UNFINISHED BUSINESS

BYLAW ADOPTION

- 37-38 **Bylaw No. 1655.02 -Water User Rate Amendments 2014** (Electoral Areas A, E, F, G – Weighted Vote).

That "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014", be adopted.

- 39-42 **Bylaw No. 975.61 — Pump & Haul Local Service Establishment Amendment to Exclude Lot 58, District Lot 78, Plan 14275, Nanoose Land District** (All Directors – One Vote).

That "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014", be adopted.

7. STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

- 43-45 Minutes of the Electoral Area Planning Committee meeting held Tuesday, March 11, 2014 (for information) (All Directors – One Vote).

DEVELOPMENT PERMIT APPLICATION

Development Permit and Site Specific Exemption Application No. PL2013-115 – Anderson – 1045 Forgotten Drive, Electoral Area ‘G’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

That Development Permit and Site Specific Exemption Application No. PL2013-115 to allow the construction of a garage/workshop and shed on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. PL2012-118 – Wilson – 2505 Blokker Road, Electoral Area ‘E’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

Delegations Wishing to Speak to Development Permit with Variance Application No. PL2012-118.

That Development Permit with Variance Application No. PL2012-118 to permit the construction of a dwelling unit and related improvements be approved subject to the conditions outlined in Attachments 2 to 4.

Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 – Carey – 3718 Jingle Pot Road, Electoral Area ‘C’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

Delegations Wishing to Speak to Development Permit with Variance and Site Specific Exemption Application No. PL2013-081.

That Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 to allow the construction of an addition to a dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

DEVELOPMENT VARIANCE PERMIT APPLICATION

Development Variance Permit Application No. PL2014-002 – Birchland Resources Inc. – 3617 Dolphin Drive, Electoral Area ‘E’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

Delegations Wishing to Speak to Development Variance Permit Application No. PL2014-002.

That Development Variance Permit Application No. PL2014-002 be approved subject to the conditions outlined in Attachment 4.

ZONING AMENDMENT APPLICATION

46-47 **Zoning Amendment Application No. PL2013-064 – Bylaw 1285.21 – 2619 Alberni Highway, Electoral Area ‘F’** (Electoral Area Directors, Except EA ‘B’ – One Vote).

1. *That "Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be introduced and read two times.*
2. *That the Public Hearing on "Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be chaired by Director Fell or his alternate.*

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

48-55 Minutes of the Committee of the Whole meeting held Tuesday, March 11, 2014 (for information) (All Directors – One Vote).

COMMUNICATION/CORRESPONDENCE

(All Directors – One Vote)

Ross Peterson, re Board Discussion of Delegation Requests.

That the correspondence from Ross Peterson regarding Board discussion of delegation requests, be received.

Mayor Teunis Westbroek, Town of Qualicum Beach, re Oceanside Task Force on Homelessness Letter of Support.

That the correspondence from Mayor Teunis Westbroek, Town of Qualicum Beach, regarding the Oceanside Task Force on Homelessness letter of support, be received.

Correspondence – February-March, 2014 re Proposed Waste-to-Energy Facility.

That the correspondence from February - March, 2014 regarding the proposed Waste-to-Energy facility, be received.

Coralee Oakes, Ministry of Community, Sport and Cultural Development re Electoral Area 'A' Restructure Study Funding Request.

That the correspondence from Coralee Oakes, Ministry of Community, Sport and Cultural Development regarding Electoral Area 'A' Restructure Study funding request, be received.

Scott Tanner, District 69 Recreation Commission re District 69 Arena / Parksville Curling Club Permissive Tax Exemption.

That the correspondence from Scott Tanner, District 69 Recreation Commission regarding District 69 Arena / Parksville Curling Club Permissive Tax Exemption, be received.

FINANCE

Extension of Agreement for Property Insurance Brokerage Services (All Directors – Weighted Vote).

That the Board direct staff to extend the AON Reed Stenhouse contract for property insurance brokerage services on a year by year basis for one year.

Extension of Banking Services Contract (All Directors – Weighted Vote).

That the Board direct staff to extend the TD Canada Trust contract for general banking services for five years and that the services be tendered in 2018 for a tender award to start as of March 1, 2019.

Preliminary Operating Results for the Period Ending December 31, 2013 (All Directors – One Vote).

That the summary report of financial results for Regional District of Nanaimo operations to December 31, 2013, be received for information.

56-57

Bylaw No. 1698 – 2014 to 2018 Financial Plan (All Directors – Weighted Vote / 2/3 Weighted Vote)

1. *That "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be introduced and read three times.*
2. *That "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be adopted.*

Approval for Gas Operating Permit Bond (All Directors, except Electoral Areas 'B' and 'F' – Weighted Vote)

That the Board authorize staff to obtain a \$10,000 bond in the name of the BC Safety Authority for the purpose of operating the Compressed Natural Gas buses.

CORPORATE SERVICES

ADMINISTRATION

Board Remuneration Review Committee (All Directors – One Vote)

1. *To amend the terms of reference by removing the words 'three year' in reference to the election term or period, and establish a Board Remuneration Review Committee in accordance with the terms of reference as amended.*
2. *That Board members submit names of individuals who have experience as a public official for consideration by the Board for appointment to the Board Remuneration Review Committee at the April 22, 2014 Board meeting.*

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

Secondary Suites Information Sessions Summary, Bylaw No. 500.389, and Revised Secondary Suites Policy.

(All Directors – One Vote)

1. *That the summary of the secondary suites information session held February 26, 2014, included as Attachment 3, be received.*

(Electoral Area Directors, except EA 'B' – One Vote)

58-60

2. *That 2nd reading be given to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014", as amended.*

(All Directors – One Vote)

3. *That the proposed Secondary Suites Policy, included as Attachment 2, be approved as amended and that it be scheduled to come into effect following the adoption of proposed amendments Bylaw 500.389 and 1285.19.*

61-62

Proposed Amendment to Fees Bylaw No. 1259 (Electoral Area Directors, Except EA 'B' – Weighted Vote / 2/3 Weighted Vote).

1. *That "Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259.10, 2014", be introduced and read three times.*
2. *That "Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259.10, 2014", be adopted.*

Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund (All Directors – Weighted Vote).

That the Regional District of Nanaimo Board allocate \$58,000 from the Reserve Fund to the Oceanside Task Force on Homelessness (under the auspices of the Society of Organized Services) to support the work of a Homelessness Coordinator for School District 69 for another year.

STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION MINUTES AND RECOMMENDATIONS

Transit Select Committee

Minutes of the Transit Select Committee meeting held Thursday, February 20, 2014 (All Directors – One Vote).

That the minutes of the Transit Select Committee meeting held Thursday, February 20, 2014, be received for information.

RDN Future Plan (All Directors, except Electoral Areas 'B' and 'F' – Weighted Vote).

That the Board approve the Regional District of Nanaimo Transit Future Plan with amended wording to reflect that service options for Electoral Area 'H' from the Comox Valley Regional District will be explored with BC Transit.

Parksville and Qualicum Beach Transit Service Review (All Directors – One Vote).

That the report be received for information.

District 69 Recreation Commission

Minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014 (All Directors – One Vote).

That the minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014, be received for information.

Grants (Parksville, Qualicum Beach, Electoral Areas E, F, G, and H – Weighted Vote).

That the following District 69 Youth Recreation Grant applications be approved:

Arrowsmith Community Recreation Association (formerly ACES)- youth programs	\$1,000
Ballenas Secondary School - Dry Grad	\$1,200
Ballenas Secondary School - BC High School Curling Championships	\$ 500
Kwalikum Secondary School- Dry Grad	\$1,200
Parksville Volleyball Club- uniforms and equipment	\$1,250
Oceanside Minor Baseball- portable fencing	\$1,000
Ravensong Waterdancers	\$1,000

That the following District 69 Community Recreation Grant applications be approved:

Bowser Elementary School- subsidy for low-income families for outdoor camp	\$1,000
Errington Coop Preschool - equipment	\$1,000
Oceanside Kidfest Society- event costs	\$2,500
Oceanside Building Learning Together Society- arena admissions	\$ 242
Town of Qualicum Beach- Select Committee on Beach Day Celebrations	\$1,500

Rubberized Track at Ballenas Secondary Report (Parksville, Qualicum Beach, Electoral Areas E, F, G, and H – Weighted Vote).

- 1. That School District 69 and representatives from the Oceanside Track and Field Club be approached for formal support in working with the Regional District of Nanaimo in the design of a rubberized 3 lane 400 metre, 6 lane 100 metre sprint zone track surface that would replace the existing track surface at Ballenas Secondary School.*
- 2. That cost of the design be funded from the Northern Community Recreation Service Reserve Fund.*
- 3. That the Regional District, School District 69 and Oceanside Track and Field Club prepare a Maintenance and Capital Plan Agreement for the proposed rubberized track surface at Ballenas Secondary School.*
- 4. That the design work be used in the pursuit of any future grant funding that may be available to install a rubberized track surface at Ballenas Secondary School.*

City of Parksville Permissive Tax Exemption – Parksville Curling Club (All Directors – One Vote).

1. *That staff prepare a report on the impacts the Parksville Curling Club and the District 69 Arena facility is facing with the reduction and removal of the Permissive Tax Exemption by the City of Parksville for the leased parklands and to provide options that will ensure the club and the regional district facility can be sustained in the long term.*
2. *That the District 69 Recreation Commission Chairperson send a letter to the City of Parksville with a copy to BC Assessment requesting the reconsideration of the reduction and elimination of the Permissive Tax Exemption for the Parksville Curling Club / District 69 Arena leased lands at the Parksville Community Park and for staff to work with the Parksville Curling Club on the verification of the current property and land assessment with BC Assessment.*

Regional Parks and Trails Select Committee

Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014 (All Directors – One Vote).

That the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014, be received for information.

Friends of Morden Mine Society – Funding Request (All Directors – Weighted Vote).

That the Board approve funding to the Friends of Morden Mine Society of up to \$15,000 towards the engineering study of the Morden Colliery Tipple subject to funding being provided by other partners in the project.

Islands Trust Rezoning Bylaw Referral Report (All Directors – One Vote).

1. *That the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to include a new permitted use to specifically allow special events in all park zones.*
2. *That the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to provide Active Recreation Community Park (P3) zoning for Paisley Place Community Park.*

7.5 SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Electoral Area 'E' Parks and Open Space Advisory Committee

- 63-64 **Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting, held Monday, February 3, 2014** (All Directors – One Vote).

That the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting, held Monday, February 3, 2014, be received for information.

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

- 65-68 **Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting, held Wednesday, February 19, 2014** (All Directors – One Vote).

That the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting, held Wednesday, February 19, 2014, be received for information.

Sustainability Select Committee

- 69-71 **Minutes of the Sustainability Select Committee meeting, held Wednesday, March 12, 2014** (All Directors – One Vote).

That the minutes of the Sustainability Select Committee meeting, held Wednesday, March 12, 2014, be received for information.

- 72-75 **Green Building Incentives Program 2014** (Lantzville, Electoral Area Directors – Weighted Vote)

That the proposed 2014 Green Building Incentive Program be approved.

- 76-80 **Inter-Regional Education Initiative – Progress Report** (All Directors – One Vote).

That the Inter-Regional Education Initiative Partnership Progress Report be received for information.

- 81-84 **Update on the Community Watershed Monitoring Network** (All Directors – One Vote).

That the report, Update on the Community Watershed Monitoring Network, be received for information.

RDN Woodstove Exchange Program (Lantzville, Electoral Area Directors – Weighted Vote)

That staff examine options to provide an additional \$20,000 in funding to the RDN Woodstove Exchange Program.

Provincial Incentive Programs (All Directors – One Vote).

1. *That staff draft a letter to the Province highlighting the benefits of the LiveSmart BC incentive program and the regional implications for reducing Provincial incentive programs.*
2. *That staff draft a letter to AVICC requesting consideration of a late resolution for UBCM submission concerning an extension to Provincial energy efficiency incentive programs.*

8. ADMINISTRATOR’S REPORTS

- 85-89 **E&N Trail: Coombs to Parksville to French Creek – Design Contract Award.** (All Directors – Weighted Vote).
- 90-98 **Zoning Amendment Application No. PL2013-089 – Bylaw 500.390 – Robert and Gigi Obradovic – 3389 Jingle Pot Road, Electoral Area ‘C’** (Electoral Area Directors, Except EA ‘B’ – One Vote).
- 99-105 **Zoning Amendment Application No. PL2013-114 – Bylaw 1285.20 – Fern Road Consulting Ltd./Springhill Holdings Ltd. – Electoral Area ‘F’** (Electoral Area Directors, Except EA ‘B’ – One Vote).

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

13. IN CAMERA

That pursuant to Section 90 (1) (e) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisition.

14. ADJOURNMENT

Re: Local Area Health Profiles

From: Lawson, Christal

Sent: Tuesday, January 28, 2014 2:44 PM

Subject: Delegation - RDN

I would like to submit a delegation for Dr. Hasselback to appear at a RDN Board Meeting to make his annual presentation on the Local Health Area Profiles for the RDN.

Thanks

Christal Lawson

MHO Administrative Assistant
Island Health, Central
3rd Floor, 6475 Metral Drive
Nanaimo, BC V9T 2L9

Re: Acknowledgement of Recent Agreement and Update of Red Cross Work in RDN

From: Phyllis Argue

Sent: Friday, March 07, 2014 3:13 PM

Subject: RE: Red Cross presentation.

I have a conflicting meeting so Gary Carleton, Community Planning and Response Coordinator will present. The purpose is to acknowledge the recent signing of the agreement and provide a brief update of the work of the Red Cross in the RDN.

Cheers,

Phyllis

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, FEBRUARY 25, 2014 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Alternate	
Director L. Salter	Electoral Area F
Director B. Veenhof	Electoral Area H
Director J. de Jong	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director J. Fell	Electoral Area F
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Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
T. Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
R. Alexander	Gen. Mgr. Regional & Community Services
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order, welcomed Alternate Director Salter to the meeting, and introduced Larry Gardner, Manager of Solid Waste.

DELEGATIONS

Len Walker, re Seaweed Harvesting in Electoral Area 'H'.

Len Walker provided a slide presentation and expressed his concerns regarding the impacts of Seaweed Harvesting on the Bowser / Deep Bay community.

Dianne Eddy, re Seaweed Harvest in Bowser / Deep Bay.

Dianne Eddy provided a slide presentation regarding her concerns about the role of the Regional District of Nanaimo in the rural areas affected by the seaweed harvest.

LATE DELEGATIONS

14-128 MOVED Director Holme, SECONDED Director Young, that late delegations be permitted to address the Board.

CARRIED

Ian Gartshore, re Zero Waste, and the Nanaimo Recycling Exchange.

Ian Gartshore spoke in support of Zero Waste, the goal of 90% diversion for solid waste and the positive impacts the Nanaimo Recycling Exchange has on the community.

Angela Angus, re Nanaimo Recycling Exchange.

Angela Angus raised her concerns regarding the potential health implications of toxins from solid waste leaching into the soil and effecting air quality.

Greg Boulton, re Seaweed Harvesting in Deep Bay / Bowser.

Greg Boulton spoke in opposition to Seaweed Harvesting in the Deep Bay / Bowser community.

Deanne Blais, re Riverbend Resort, Electoral Area 'G'.

Shirley Frost advised the Board of the tenancy issues at the Riverbend Resort, and asked the Board for their support in enforcing Regional District of Nanaimo regulations at the resort.

Craig Evans, re Nanaimo Recycling Exchange.

Craig Evans asked the Board to support the Nanaimo Recycling Exchange through the provision of funding to the organization.

14-129 MOVED Director Brennan, SECONDED Director Kipp, that an additional late delegation be permitted to address the Board.

CARRIED

Jan Hastings, re Nanaimo Recycling Exchange.

Jan Hastings thanked the Board for their consideration of the funding request, and clarified that the organization is requesting a shared funding approach with the Regional District of Nanaimo and the City of Nanaimo.

BOARD MINUTES

Minutes of the Board meeting held Tuesday, January 28, 2014.

- 14-130 MOVED Director Holme, SECONDED Director Johnstone, that the minutes of the Board meeting held Tuesday, January 28, 2014, be adopted.

CARRIED

Minutes of the Special Board meeting held Tuesday, February 11, 2014.

- 14-131 MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Special Board meeting held Tuesday, February 11, 2014, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Director Rhona Martin, President, UBCM, re 2013 Resolutions.

- 14-132 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from Director Rhona Martin, President, UBCM, regarding the 2013 Resolutions, be received.

CARRIED

Director Lefebvre, re Request for Funding – Health Impact Assessments for Oceanside – Dr. Lynne MacFadgen.

- 14-133 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from Director Lefebvre, regarding the request for funding – Health Impact Assessments for Oceanside – Dr. Lynne MacFadgen, be received.

CARRIED

Correspondence – February, 2014 re Proposed Waste-to-Energy Facility.

- 14-134 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from February 2014, regarding the proposed Waste-to-Energy facility, be received.

CARRIED

Jim Cleghorn, BC Ferry Coalition, re Conference call held February 6, 2014 with the Honourable Lisa Raitt, Federal Minister of Transportation.

- 14-135 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from Jim Cleghorn, BC Ferry Coalition, regarding the conference call held February 6, 2014 with the Honourable Lisa Raitt, Federal Minister of Transportation, be received.

CARRIED

Len Walker, re Seaweed Harvesting in Electoral Area ‘H’.

- 14-136 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from Len Walker, regarding Seaweed Harvesting in Electoral Area ‘H’, be received.

CARRIED

Les Stead and Maureen Shakespeare Stead, re Nanaimo Recycling Exchange.

- 14-137 MOVED Director Holme, SECONDED Director Veenhof, that the correspondence from Les Stead and Maureen Shakespeare Stead, regarding Nanaimo Recycling Exchange, be received.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, February 11, 2014.

- 14-138 MOVED Director Holme, SECONDED Director Veenhof, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 11, 2014, be received for information.

CARRIED

DEVELOPMENT PERMIT APPLICATION / STRATA CONVERSION

Building Strata Conversion Application No. PL2012-159 – Development Permit Application No. PL2012-163 – Walton/Fern Road Consulting – 319 Allsbrook Road, Electoral Area ‘G’.

- 14-139 MOVED Director Holme, SECONDED Director Young, that the request for the Building Strata Conversion Application No. PL2012-159 be approved subject to the conditions being met as set out in Attachments 2 and 3.

CARRIED

- 14-140 MOVED Director Holme, SECONDED Director Young, that Development Permit Application No. PL2012-163 to permit the proposed strata conversion subdivision be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, February 11, 2014.

- 14-141 MOVED Director Johnstone, SECONDED Director Anderson, that the minutes of the Committee of the Whole meeting held Tuesday, February 11, 2014, be received for information.

CARRIED

COMMUNICATION/CORRESPONDENCE

Paul Glassen, Nanaimo Working Group on Homelessness, re Rental Support Program Application for Support.

- 14-142 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Paul Glassen, Nanaimo Working Group on Homelessness, regarding the Rental Support Program application for support, be received.

CARRIED

Taryn O’Flanagan, Nanaimo Region John Howard Society, re Rental Support Program application for funds designated for capacity building to end homelessness.

14-143 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Taryn O’Flanagan, Nanaimo Region John Howard Society, regarding the Rental Support Program application for funds designated for capacity building to end homelessness, be received.

CARRIED

Barry Smith, Canadian Wildlife Service – Pacific and Yukon Region, re Consultation on Species At Risk Act Listing Process for Terrestrial Species 2013 and 2014.

14-144 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Barry Smith, Canadian Wildlife Service – Pacific and Yukon Region, regarding Consultation on the Species At Risk Act listing process for Terrestrial Species 2013 and 2014, be received.

CARRIED

Larry Cross, President, Association of Vancouver Island Coastal Communities, re AVICC motion to facilitate meeting on solid waste management.

14-145 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Larry Cross, President, Association of Vancouver Island Coastal Communities, regarding the Association of Vancouver Island and Coastal Communities motion to facilitate a meeting on solid waste management, be received.

CARRIED

Brian D. Tutty, re Industrial stack emissions affecting Nanaimo airshed.

14-146 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Brian D. Tutty regarding industrial stack emissions affecting Nanaimo airshed, be received.

CARRIED

Charna Macfie, re Pheasant Glen Golf Course Residential Development Application.

14-147 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Charna Macfie, regarding Pheasant Glen Golf Course residential development application, be received.

CARRIED

Wheelabrator Technologies Inc., Urbaser, Seaspan, re Meeting request to present waste-to-energy concept.

14-148 MOVED Director Young, SECONDED Director Brennan, that the correspondence from Wheelabrator Technologies Inc., Urbaser, and Seaspan, regarding the meeting request to present the waste-to-energy concept to the Board, be received.

CARRIED

14-149 MOVED Director Veenhof, SECONDED Director Johnstone, that the Board direct staff to correspond with Wheelabrator Technologies Inc. indicating that there is no utility in meeting In Camera as requested, as the Regional District of Nanaimo Board has already voted to direct staff to advise Metro Vancouver that the Regional District of Nanaimo does not support a waste-to-energy facility within the boundaries of the Regional District of Nanaimo.

CARRIED

FINANCE

2014 to 2018 Financial Plan.

- 14-150 MOVED Director Veenhof, SECONDED Director Houle, that the Board receive the report on the 2014 Budget as amended and the 2014 to 2018 Financial Plan, and direct staff to prepare the Financial Plan bylaw on that basis.

CARRIED

CORPORATE SERVICES

ADMINISTRATIVE SERVICES

Disclosure of Contracts - Section 107(1) of the *Community Charter*.

- 14-151 MOVED Director Houle, SECONDED Director McPherson, that the report titled Disclosure of Contracts - Section 107(1) of the *Community Charter*, be received for information.

CARRIED

INFORMATION TECHNOLOGY

Rogers Cell Tower Agreement and Renewal Extension.

- 14-152 MOVED Director Brennan, SECONDED Director Salter, that the Board approve the offer from Rogers Communications Inc. of \$12,600 per year for the 2013 — 2018 term and to allow one additional five-year extension commencing June 1, 2023 for the Statutory Right of Way Agreement for the cell tower at 6300 Hammond Bay Rd., Nanaimo.

CARRIED

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

Bylaw 1591.04 - Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw.

- 14-153 MOVED Director Holme, SECONDED Director Veenhof, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04, 2014", be introduced and read three times.

CARRIED

- 14-154 MOVED Director Holme, SECONDED Director Veenhof, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04, 2014", be adopted.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

BUILDING, BYLAW & EMERGENCY PLANNING

2533 Island Highway East — Electoral Area 'E' — Unsightly Premises.

- 14-155 MOVED Director Holme, SECONDED Director Veenhof, that the Board, pursuant to Unsightly Premises Regulatory Bylaw No. 1073, 1996, directs the owners of Lot 2, District Lot 79, Nanoose District, Plan 13501 (2533 Island Highway East), to remove the accumulation of machinery, derelict vehicles, automotive parts, construction material, scrap metal and wood, appliances and household garbage from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner's cost.

CARRIED

6712 Island Highway West — Electoral Area 'H' — Unsightly Premises.

- 14-156 MOVED Director Veenhof, SECONDED Director Salter, that the Board, pursuant to Unsightly Premises Regulatory Bylaw No. 1073, 1996, directs the owners of Lot 2, District Lot 85, Newcastle District, Plan 14562 (6712 Island Highway West), to remove the accumulation of derelict vehicles and boats, automotive parts, scrap metal and discarded construction material from the property within six (6) months, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner's cost.

CARRIED

81 Noonday Road — Electoral Area 'H' — Unsightly Premises.

- 14-157 MOVED Director Veenhof, SECONDED Director Holme, that the Board, pursuant to Unsightly Premises Regulatory Bylaw No. 1073, 1996, directs the owner of Lot 4, District Lot 22, Newcastle District, Plan 12132 (81 Noonday Road), to remove the accumulation of derelict vehicles, discarded metal, bicycle parts, lumber and disused building material from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner's cost.

CARRIED

LONG RANGE PLANNING

Funding Request — Capacity Building to End Homelessness Reserve Fund.

- 14-158 MOVED Director Anderson, SECONDED Director Veenhof, that the Regional District of Nanaimo Board allocate \$45,000 from the reserve fund to the Nanaimo Region John Howard Society to continue the Rental Support Program that directly supports those at risk of or experiencing homelessness in the region.

CARRIED

2013 Annual Report on Regional Growth Strategy Implementation and Progress.

- 14-159 MOVED Director Anderson, SECONDED Director Ruttan, that the Regional Growth Strategy 2013 Annual Report, be received.

CARRIED

- 14-160 MOVED Director Anderson, SECONDED Director Lefebvre, that staff be directed to distribute and use the 2013 Annual Report as part of efforts to raise awareness and provide education about the Regional Growth Strategy and its implementation.

CARRIED

Electoral Area 'B' Participation in the Regional Growth Management Function.

- 14-161 MOVED Director Houle, SECONDED Director Veenhof, that Electoral Area 'B' remain in the Regional Growth Management function as a partial participant at 50% of the overall requisition for the service.

CARRIED

CURRENT PLANNING

Options for Agricultural Advisory Committee and Area Director Comment on Agricultural Land Reserve Applications.

- 14-162 MOVED Director Johnstone, SECONDED Director Houle, that the Board approve the amended Agricultural Advisory Committee Terms of Reference as outlined in the report to allow the Committee to provide comment on all applications for exclusion, subdivision or non-farm use in the Agricultural Land Reserve.

CARRIED

- 14-163 MOVED Director Johnstone, SECONDED Director Houle, that the Board approve amended Policy B1.8 "Review of Provincial Agricultural Land Reserve Applications" as outlined in the report to provide for Agricultural Advisory Committee and Electoral Area Director comment on applications for exclusion, subdivision, or non-farm use of Agricultural Land Reserve land.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

Bylaw No. 975.61 — Pump & Haul Local Service Establishment Amendment to Exclude Lot 58, District Lot 78, Plan 14275, Nanoose Land District.

- 14-164 MOVED Director Holme, SECONDED Director Veenhof, that the boundaries of the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot 58, District Lot 78, Plan 14275, Nanoose District (Electoral Area `E').

CARRIED

- 14-165 MOVED Director Holme, SECONDED Director Veenhof, that "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014", be introduced and read three times.

CARRIED

WATER AND UTILITY

Bylaw No. 1655.02 - Water User Rate Amendments 2014.

- 14-166 MOVED Director McPherson, SECONDED Director Holme, that the "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014", be introduced and read three times.

CARRIED

Bylaws No. 1241.06, 765.14, 422.17, 1472.05, 1532.03 - Sanitary Sewer User Rate Amendments.

- 14-167 MOVED Director Anderson, SECONDED Director Willie, that "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.06, 2014", be introduced and read three times.

CARRIED

14-168 MOVED Director Anderson, SECONDED Director Willie, that "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.06, 2014", be adopted.

CARRIED

14-169 MOVED Director Anderson, SECONDED Director Lefebvre, that "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.14, 2014", be introduced and read three times.

CARRIED

14-170 MOVED Director Anderson, SECONDED Director Lefebvre, that "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.14, 2014", be adopted.

CARRIED

14-171 MOVED Director Anderson, SECONDED Director Veenhof, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.17, 2014", be introduced and read three times.

CARRIED

14-172 MOVED Director Anderson, SECONDED Director Veenhof, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.17, 2014", be adopted.

CARRIED

14-173 MOVED Director Anderson, SECONDED Director Veenhof, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.05, 2014", be introduced and read three times.

CARRIED

14-174 MOVED Director Anderson, SECONDED Director Veenhof, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.05, 2014", be adopted.

CARRIED

14-175 MOVED Director Anderson, SECONDED Director Veenhof, that "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.03, 2014", be introduced and read three times.

CARRIED

14-176 MOVED Director Anderson, SECONDED Director Houle, that "Cedar Sewer Rates and Regulations Amendment Bylaw No.1532.03, 2014", be adopted.

CARRIED

Hawthorne Rise Sanitary Sewer Extension — Construction Tender Award – Bylaws No. 1696 & 1697.

14-177 MOVED Director Anderson, SECONDED Director Young, that the Board approve Milestone Equipment Contracting Inc. be awarded the construction of the Hawthorne Rise Sanitary Sewer Extension project for the tender price of \$121,546.77.

CARRIED

14-178 MOVED Director Anderson, SECONDED Director Willie, that "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014", be introduced and read three times.

CARRIED

14-179 MOVED Director Anderson, SECONDED Director Veenhof, that the "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014", be adopted.

CARRIED

14-180 MOVED Director Anderson, SECONDED Director Veenhof, that "Hawthorne Rise Sanitary Sewer Capital Financing Service Interim Financing Bylaw No. 1697, 2014", be introduced and read three times.

CARRIED

14-181 MOVED Director Anderson, SECONDED Director Veenhof, that the "Hawthorne Rise Sanitary Sewer Capital Financing Service Interim Financing Bylaw No. 1697, 2014", be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION

Regional Liquid Waste Advisory Committee.

Minutes of the Regional Liquid Waste Advisory Committee meeting held Tuesday, November 19, 2013.

14-182 MOVED Director Holme, SECONDED Director Brennan, that the minutes of the Regional Liquid Waste Advisory Committee meeting held Tuesday, November 19, 2013, be received for information.

CARRIED

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

Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Monday, December 16, 2013.

14-183 MOVED Director Holme, SECONDED Director Willie, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Monday, December 16, 2013, be received for information.

CARRIED

Agricultural Advisory Committee.

Minutes of the Agricultural Advisory Committee meeting held Friday, January 24, 2014.

14-184 MOVED Director Johnstone, SECONDED Director Ruttan, that the minutes of the Agricultural Advisory Committee meeting held Friday, January 24, 2014, be received for information.

CARRIED

Dogs Harassing Livestock.

14-185 MOVED Director Johnstone, SECONDED Director Ruttan, that Bylaw and Policy Review project in the 2014-2016 Agricultural Area Plan (AAP) Implementation Action Plan include consideration of options to minimize the impact of trespass by at-large dogs on farms with livestock.

CARRIED

14-186 MOVED Director Johnstone, SECONDED Director Salter, that staff be directed to investigate and bring back a report on amending Regional District of Nanaimo animal control bylaws to include provisions for classifying and regulating nuisance to livestock dogs and the compensation to parties as result of the actions of dangerous or nuisance dogs.

CARRIED

- 14-187 MOVED Director Johnstone, SECONDED Director Salter, that the Board of Directors of the Regional District of Nanaimo send a letter to the Minister of Agriculture asking that the *Livestock Act* be amended so as to better protect livestock from nuisance dogs.

CARRIED

SCHEDULED STANDING COMMITTEES - EXTERNAL

Arrowsmith Water Service Management Board.

Minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, June 6, 2013.

- 14-188 MOVED Director Lefebvre, SECONDED Director Holme, that the minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, June 6, 2013, be received for information.

CARRIED

Minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, December 12, 2013.

- 14-189 MOVED Director Lefebvre, SECONDED Director Holme, that the minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, December 12, 2013, be received for information.

CARRIED

Englishman River Water Service Management Board.

Minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, June 6, 2013.

- 14-190 MOVED Director Lefebvre, SECONDED Director Holme, that the minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, June 6, 2013, be received for information.

CARRIED

Minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, December 12, 2013.

- 14-191 MOVED Director Lefebvre, SECONDED Director Holme, that the minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, December 12, 2013, be received for information.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

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

Minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting, held Monday, December 2, 2013.

- 14-192 MOVED Director Salter, SECONDED Director Brennan, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting, held Monday, December 2, 2013, be received for information.

CARRIED

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

Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting, held Wednesday, December 4, 2013.

- 14-193 MOVED Director Veenhof, SECONDED Director Anderson, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting, held Wednesday, December 4, 2013, be received for information.

CARRIED

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

Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting, held Monday, December 9, 2013.

- 14-194 MOVED Director Holme, SECONDED Director Anderson, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting, held Monday, December 9, 2013, be received for information.

CARRIED

Emergency Management Select Committee.

Minutes of the Emergency Management Select Committee meeting, held Friday, January 24, 2014.

- 14-195 MOVED Director Young, SECONDED Director Ruttan, that the minutes of the Emergency Management Select Committee meeting, held Friday, January 24, 2014, be received for information.

CARRIED

Transport Canada Rail Safety Measures.

- 14-196 MOVED Director Brennan, SECONDED Director Johnstone, that the Transport Canada Rail Safety Measures Report be received for information and staff be directed to request ongoing reports on the transportation of dangerous goods in the Regional District of Nanaimo.

CARRIED

- 14-197 MOVED Director Lefebvre, SECONDED Director de Jong, that staff be directed to contact Southern Vancouver Island Railway to determine the nature and frequency of dangerous goods being transported through the Regional District of Nanaimo Electoral Areas, and the condition of the infrastructure being used to transport the goods.

CARRIED

Status of Reviews and Assessments of Dams in the RDN Electoral Areas.

- 14-198 MOVED Director Holme, SECONDED Director Salter, that the report on the status of reviews and assessments of dams in the Regional District of Nanaimo Electoral Areas be received.

CARRIED

Amendment to the District 69 Regional Emergency Resource Agreement.

14-199 MOVED Director Lefebvre, SECONDED Director Veenhof, that upon similar direction from the City of Parksville and the Town of Qualicum Beach, staff be directed to amend the current Regional Emergency Resource Agreement to allow the 2014 honorarium funding to be redirected and used to fund a part-time contract position to coordinate Emergency Social Services and Emergency Communications functions in District 69 area.

CARRIED

14-200 MOVED Director de Jong, SECONDED Director Holme, that staff evaluate the effectiveness of the position during 2014 and provide further recommendations to the Board with respect to the continuation or expansion of the position in 2015 and beyond.

CARRIED

ADMINISTRATOR'S REPORTS

Resolution to support Sponsored Crown Grant Application for land at Spider Lake for Bow Horn Bay Fire Department.

14-201 MOVED Director Veenhof, SECONDED Director Anderson, that the Board supports the submission of an application for a sponsored Crown Grant for a portion of land for fire department purposes on the parcel described as Lot A, Block 360, VIP54327 on Horne Lake Road.

CARRIED

Zoning Amendment Application No. PL2013-054 – Bylaw No. 500.391 – Oswald – 3030 Yellow Point Road, Electoral Area 'A'.

14-202 MOVED Director McPherson, SECONDED Director Young, that the report of the public hearing held on February 12, 2014 on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.391, 2014", be received.

CARRIED

14-203 MOVED Director McPherson, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.391, 2014", be read a third time.

CARRIED

Zoning Amendment Application No. PL2013-114 – Bylaw 1285.20 – Fern Road Consulting Ltd. – Electoral Area 'F'.

14-204 MOVED Director Salter, SECONDED Director McPherson, that the report of the Public Hearing held on February 12, 2014, on "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014", be received.

CARRIED

14-205 MOVED Director Salter, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014", be read a third time.

CARRIED

Nanoose Volunteer Fire Department – Fire Protection Services Study.

- 14-206 MOVED Director Holme, SECONDED Director McPherson, that the report on the Nanoose Volunteer Fire Department fire protection services study be received.
CARRIED

Nanaimo Recycling Exchange Funding Options.

- 14-207 MOVED Director Brennan, SECONDED Director Young, that this matter be referred back to Regional District of Nanaimo staff:
That the Board deny the funding request as presented by the Nanaimo Recycling Exchange at this time.
CARRIED

Lakes District & Schooner Cove Zoning Amendment Application Update.

- 14-208 MOVED Director Holme, SECONDED Director Anderson, that the Board receive the report for information.
CARRIED

2014 Revised Budget.

- 14-209 MOVED Director Lefebvre, SECONDED Director Anderson, that the Board receive the report on the 2014 Budget as amended and direct staff to prepare the Financial Plan bylaw on that basis.
CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Request for Funding – Health Impact Assessments for Oceanside – Dr. Lynne MacFadgen.

- 14-210 MOVED Director Lefebvre, SECONDED Director Veenhof, that \$800.00 from the District 69 Grants-in-Aid budget be awarded to Dr. Lynne MacFadgen for travel and conference fees to attend the Canadian Public Health Association Conference in Toronto from May 26 – 29, 2014 on the theme of “Moving Public Health Forward: Evidence Policy & Practice”.
CARRIED

- 14-211 MOVED Director Veenhof, SECONDED Director Holme, that staff be directed to:
Review Riparian Areas Regulations and authorities to determine if the Regional District of Nanaimo can influence seaweed harvesting;
Review potential opportunities to declare the shoreline from Deep Bay to Qualicum Bay, some form of environmentally protected area; and
Determine if there are any other opportunities to defend against the seaweed harvest.
CARRIED

- 14-212 MOVED Director Salter, SECONDED Director Veenhof, that staff be directed to send a letter of support on behalf of the Bowser / Deep Bay residents to the Ministry of Agriculture.
CARRIED

NEW BUSINESS

Road Signage for Playground Zones.

- 14-213 MOVED Director McPherson, SECONDED Director Young, that staff prepare correspondence for the Regional District of Nanaimo Chair to the Ministry of Transportation and Infrastructure requesting that the Ministry replace road signage for School Zones with road signage for Playground Zones should a school no longer be used for educational purposes; and

That staff include in the correspondence the specific request to the Ministry, that Playground Zone signs be erected in the vicinity of the South Wellington School site located at 1536 Morden Road to replace the School Zone signs that have been removed.

CARRIED

IN CAMERA

- 14-214 MOVED Director Holme, SECONDED Director Anderson, that pursuant to Section 90 (1)(j) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to third party information.

CARRIED

TIME: 9:43 PM

ADJOURNMENT

MOVED Director Holme, SECONDED Director Young, that this meeting terminate.

CARRIED

TIME: 9:51 PM

CHAIRPERSON

CORPORATE OFFICER



#13 – 280 Moilliet St., Parksville, BC V9P 2P2
(250) 248-2446

March 5, 2014

Mr. Joe Stanhope
and Members of the Board
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T6N2

Dear Chair Stanhope and Area Directors,

The Kingsley Low Rental Housing Society is a non-profit society which was established in 1965 to meet the shortage of affordable housing in our community. We remain committed to the development, management and administration of subsidized housing in our community. The society currently manages 42 senior housing units, 6 of which are located on our property at 312 Hirst Ave in Parksville. We are proposing to redevelop this property with 25 new units of independent, supportive living for low income seniors and adults with disabilities. Located in central Parksville, this is an ideal location for this type of project.

The project will consist of 29 one bedroom units with a full kitchen, living area and wheelchair accessible washrooms. The Board of Directors has committed 12 of these units specifically for disabled adults under age 55, as there is currently a real shortage of housing for these persons in the Parksville area.

We look forward to working with you and all levels of government to make this project a success. With the RDN recently adopting Bylaw No. 1577, which reduces sewer development costs up to 100% for this type of project, we are asking for your support and commitment to this project by waiving all DCC's relative to this undertaking.

Should you require any further information on our proposal please contact me at 250-248-2446 or klrhousing@shaw.ca.

Laurie Nickerson
Executive Director



#8 - 140 WALLACE STREET, NANAIMO, BC V9R 5B1
 PHONE/FAX 250-714-1990 EMAIL: ADMIN@NALT.BC.CA
 WEBSITE: WWW.NALT.BC.CA

March 3, 2014

To: Chairman Joe Stanhope and RDN Directors
 Regional District of Nanaimo
 6300 Hammond Bay Road
 Nanaimo BC V9T 6N2

RDN CAO'S OFFICE			
CAO	<input checked="" type="checkbox"/>	GM R&P	<input type="checkbox"/>
GMS&CD	<input type="checkbox"/>	GM T&SW	<input checked="" type="checkbox"/>
GM R&CU	<input type="checkbox"/>	DF	<input type="checkbox"/>
MAR - 6 2014			
DCS	<input type="checkbox"/>	BOARD	<input checked="" type="checkbox"/>
CHAIR	<input type="checkbox"/>		<input type="checkbox"/>

Re: Nanaimo-based Incinerator for Metro Vancouver Waste

Since 1995, the Nanaimo & Area Land Trust (NALT) has worked to fulfill its mission – *to promote and protect the natural values of land in the Nanaimo area.* We have more than 400 members, including families and businesses, and 270 active volunteers who contribute thousands of hours annually in support of our mission.

This letter is being sent to express our opposition to the possibility of locating a solid waste incinerator in the Nanaimo area for the purpose of processing waste from Metro Vancouver. Our concerns with this proposal are two-fold:

A key concern of the NALT Board is the practice of shipping waste beyond the boundaries of where it is generated. Not only does this engender an out-of-sight, out-of-mind attitude, it also discourages measures to reduce the production of waste in the first place. Additionally, it adds to the issue of air pollution through the transport of waste by barges across the strait.

Another concern is that of location. The thought of an incinerator situated on our waterfront—located upwind of prevailing SE winds—are contrary to the strides Nanaimo has made to showcase the natural and built values of our city and its harbour. The proposed location is within sight of a recently completed cruise ship dock, and it is near to the Nanaimo River Estuary—the largest estuary on Vancouver Island, which is just now healing from past industrial practices. It would also be close to the Snuneymuxw First Nation Reserves. What does it say to Nanaimo residents and to visitors to consider processing Metro Vancouver’s waste at this location?

Communities need to be innovative when considering how to deal with the waste they produce; but those considerations should not include negatively impacting another community. How we deal with waste, both in its production and processing, continues to challenge communities around the world. Let’s not make Vancouver’s garbage challenges into Nanaimo’s problem.

Sincerely,

Dean Gaudry,
 Chair, NALT Board of Directors

March 14, 2014

Regional District of Nanaimo Board of Directors
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

GVS&DD Proposed Municipal Solid Waste and Recyclable Materials Regulatory Bylaw 280

Dear Board Chair and Directors,

I recall your enthusiasm during my presentation to your Committee of the Whole in July 2013 for maximizing recycling and material recovery. You were particularly interested in what could be achieved to top up diversion after source separation, through mixed waste material recovery facilities (MRFs).

Since then, our affiliate company, NextUse Recycling Ltd., has proposed a mixed waste or "advanced" MRF which has garnered unanimous support by the City of Coquitlam. This facility is viable under Metro Vancouver's current regulatory regime (Facilities-Based Bylaws 181/183, and the Tipping Fee Bylaw 281).

We read with interest the January 21, 2014 staff memorandum prepared for the Regional District of Nanaimo Board, recommending your endorsement of the GVS&DD (Metro Vancouver) proposed Bylaw 280. Although concerns expressed in this memo may be legitimate reasons to review your existing regulations, we thought you should be aware that the proposed Bylaw 280 has far-reaching implications on recycling facilities upstream of disposal, including mixed waste MRFs. Because of the interest you indicated in mixed waste MRFs, we would like to highlight two of these important implications.

1. *As drafted, proposed Bylaw 280 does not support the development of mixed waste material recovery facilities for the purpose of recovering recyclables and organics.*

The proposed Bylaw 280 creates special rules applicable to mixed waste MRFs which are "recycling facilities" upstream of disposal. These new rules overstep Metro Vancouver's authority under its own Solid Waste Management Plan (the "Plan") which is specific to controlling flow to regional "disposal facilities".

Therefore, Metro's proposed bylaw will effectively prevent the development and operation of MRFs, with the result that recoverable recyclables will remain in the residual waste stream and continue to be sent straight to incineration or landfilling.

The proposed bylaw artificially distinguishes among operators of MRFs as they are defined in, and currently operating under Metro Vancouver's existing Municipal and Solid Waste and Recyclable Material Regulatory Bylaw 181. In contrast to the existing Bylaw 181, proposed Bylaw 280:

- fabricates a distinction between "mixed waste" MRFs and other MRFs, and
- proposes a vague, unbalanced and restrictive regulatory regime applicable to mixed waste MRFs.



705, 744 W. Hastings
Vancouver, BC
V6C 1A5

...more

A key aspect of the proposed regulatory regime is to restrict to 5% the amount of "banned material" (specifically paper and plastics) received at mixed waste MRFs, even though Metro Vancouver promises incineration proponents mixed waste "feedstock" composed of 18% plastics and 16% paper. Metro Vancouver obviously has no plans to enforce its own 5% disposal restriction on banned material bound for straight disposal to incineration and landfill.

Restricting the municipal solid waste and recyclable materials that Bylaw 181 currently permits to be delivered to MRFs does not advance the stated recycling Goals of the regional Plan. What it does, however, is secure easy-to-burn recyclables necessary to the economic viability of an incinerator.

2. *Proposed Bylaw 280 will hinder private sector innovation that could support regional progress on recycling and recovery rates.*

We support Metro Vancouver's continued oversight of disposal activities as set out in the Plan, but not the establishment of more control over how the private sector can provide cost-effective options upstream of disposal that support the goals set in the Plan, namely, to "maximize recycling and material recovery" before disposal (Goal 2 of the Plan, p.5). This is an area where the private sector has successfully demonstrated it can innovate to provide economically-sound and environmentally-responsible services while creating jobs and keeping cost down for taxpayers.

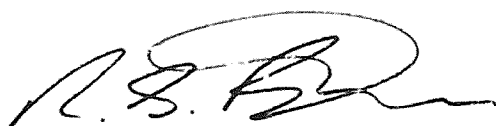
In terms of flow control, given that the recycling and materials recovery industry is able to operate within the current tipping fee price, structure, and bylaws; it is disingenuous for Metro Vancouver to claim that "flow control" is required for the purpose of advancing diversion.

The impetus for Metro Vancouver's conception of "flow control", beyond what it can achieve under the current regulatory regime, is the additional expenses and significantly-increased tipping fees the District must impose as its only means of underwriting the cost of more incineration. This has become obvious with recent increases in regional tipping fees, which have been met with increases in waste "leakage" to out-of-region facilities. The more the fees will need to increase to underwrite incineration, the more regulation Metro Vancouver will require to control flow – a slippery slope of regulatory entrapment that businesses and home owners must pay for through increased taxation.

Before a *carte blanche* adoption or endorsement of Metro Vancouver's proposed Bylaw 280, I urge you to examine your region's specific needs and seek the balance between regulation and open markets that will result in cost-effective and innovative solutions for your taxpayers.

Please do not hesitate to contact me if you have any questions.

Sincerely,



Russ Black, MBA, P.Eng.
Vice-President, Corporate Development

Phyllis Geoffray
#107 – 1840 Argyle Ave
Nanaimo, BC
V9S 3K7

March 8, 2014

RDN Board of Directors
Regional District of Nanaimo
6300 Hammond Bay Rd
Nanaimo, BC
V9T 6N2

Dear RDN Board of Directors,

I am writing in support of the NRE. This facility is one of the few recycling centres in BC, and in Canada, promoting true Resource Recovery and Zero Waste.

The NRE recycles items that no other recyclers take and keeps “hard to recycle” items out of the landfill.

The citizens of Nanaimo want to recycle.

Please vote yes to financially support the NRE. We need this vital service.

Sincerely,



Phyllis Geoffray

RDN CAO'S OFFICE			
CAO		GM R&P	
GMS&CD		GM T&SW	✓
GM R&CU		DF	
MAR 12 2014			
DCS		BOARD	✓
CHAIR			

From: tony montana
Sent: Tuesday, March 18, 2014 10:13 AM
To: corpsrv
Subject: Nanaimo Re-cycling Exchange

Good-day,

Just writing a short note here re. the above re-cycling centre. By now you probably have received a petition containing hundreds of signatures from people trying to see the NRE stay afloat. Looks like no one is coming to the rescue of this non-profit organization and the Regional Re-cycling Centre across the street will end-up with some of the products, but not nearly what the NRE would take it. I've heard from some of their staff at the Regional Re-cycling Centre that they treat their employees like dirt, and that's fairly obvious judging by the staff turn-over. It's a rotten outfit and we refuse to go there. Problem is that too, they don't take yard waste and don't re-use or re-sell anything. Isn't that the number one rule ? Re-use wherever possible ?

If the NRE does shut-down, myself and co-workers will simply throw everything in our dumpster at work. Too bad because we really did look forward to going to the NRE every day, sorting out our re-cyclables and visiting the Community Market there. If you there at the RDN and the City of Nanaimo don't care about NRE and proper re-cycling, then why should we ? In the dumpster and off to the landfill it goes, after March 31st.

RDN CHAIRS OFFICE		
CAO	GM R&P	
GMS&CD	GM T&SW	✓
GM R&CU	DF	
MAR 18 2014		
DCS	BOARD	✓
CHAIR		

March 11, 2014

To the Regional District of Kootenai Chair
and Board of Directors:

Please consider funding the necessary buildings, etc. for an expanding Kootenai Recycling Exchange. Dealing with our garbage both now and in the future requires some very careful - thought, planning and action. I believe ^{funding} the continuing work of NRE is a step in the right direction.

First of all I think we ^{all} need to be involved in producing less garbage by refusing to buy unnecessary things, reducing the amount of products that don't readily breakdown / decompose, reusing what we have by repairing, "recreating" it (example clothing), and recycling the rest.

The Kaimio Recycling Exchange provides a very important service to our community on all of the "levels" of reducing our garbage through:

- its education program for both recyclers and students / teachers in school district 68 and 69 which strongly promotes the refusing, reducing, reusing components.

- the centre provides a means of reusing items.

- its resource recovery program finds sources for the more difficult to recycle items such as glass, styrofoam, batteries, computers, cell phones, old paint and paints and keeps these items from the landfill. (or incineration!)

By promoting, facilitating and modelling those components of "recycling", N.R.E. is helping us move toward becoming a zero waste community.

I urge you to continue supporting and funding N.R.E.

A concerned citizen
Lynne R. How

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1655.02

**A BYLAW TO AMEND THE FEES AND CHARGES FOR
REGIONAL DISTRICT OF NANAIMO WATER SERVICES**

WHEREAS The Board of the Regional District of Nanaimo adopted the “Regional District of Nanaimo Water Services Fees & Charges Bylaw No. 1655, 2012” which established fees and charges for water services;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to introduce water user rate increases of 2% in accordance with the 2014 Financial Plan;

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

1. Citation

This bylaw may be cited for all purposes as the “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014”.

2. Amendment

“Regional District of Nanaimo Water Services Fees & Charges Bylaw No. 1655, 2012” is amended as follows:

By deleting Schedule ‘A’ of Bylaw No. 1655 and replacing it with the Schedule ‘A’ attached to and forming part of this bylaw.

3. Effective Date

The effective date of this Bylaw is May 1, 2014.

Introduced and read three times this 25th day of February, 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'A'

WATER RATES

1. (a) Calculated on the average daily consumption per unit:
 - i) For the first 0.7 cubic meters per day, \$0.96 per cubic meter.
 - ii) From 0.71 to 1.4 cubic meters per day, \$1.10 per cubic meter.
 - iii) From 1.41 to 2.1 cubic meters per day, \$1.40 per cubic meter.
 - iv) From 2.11 to 2.8 cubic meters per day, \$1.66 per cubic meter.
 - v) From 2.81 to 3.5 cubic meters per day, \$2.21 per cubic meter.
 - vi) Over 3.50 cubic meters per day, \$3.32 per cubic meter.
- (b) Minimum rate is \$0.30 per day.
- (c) Un-metered connections - \$3.00 per day.
- (d) Schools – As per (a) above plus \$80.00 per billing period.
- (e) Un-metered fire lines, \$65.00 per billing period.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 975.61

A BYLAW TO AMEND THE BOUNDARIES OF THE
PUMP & HAUL LOCAL SERVICE

WHEREAS the Regional District of Nanaimo established a Pump and Haul Service pursuant to Bylaw No. 975, cited as “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”;

AND WHEREAS the Board of the Regional District of Nanaimo has been petitioned by the property owner to reduce the boundaries of the service area to exclude the land legally described as:

- Lot 58, District Lot 78, Plan 14275, Nanoose District;

AND WHEREAS at least 2/3 of the service participants have consented to the adoption of this bylaw in accordance with section 802 of the *Local Government Act*;

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

1. Citation

This bylaw may be cited for all purposes as “Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014”.

2. Amendment

“Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995” is amended by deleting Schedule ‘A’ and replacing it with the Schedule ‘A’ attached to and forming part of this bylaw.

Introduced and read three times this 25th day of February, 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014".

Chairperson

Corporate Officer

BYLAW NO. 975.61

SCHEDULE 'A'

Electoral Area 'B'

1. Lot 108, Section 31, Plan 17658, Nanaimo Land District.
2. Lot 6, Section 18, Plan 17698, Nanaimo Land District.
3. Lot 73, Section 31, Plan 17658, Nanaimo Land District.
4. Lot 26, Section 12, Plan 23619, Nanaimo Land District.
5. Lot 185, Section 31, Plan 17658, Nanaimo Land District.
6. Lot A, Section 31, Plan VIP84225, Gabriola Island, Nanaimo District
7. Lot 120, Section 31, Plan 17658, Nanaimo Land District.
8. Lot 108, Section 12, Plan 23435, Nanaimo Land District.
9. Lot 75, Section 13, Plan 21531, Nanaimo Land District.
10. Lot 85, Section 18, Plan 21586, Nanaimo Land District.
11. Lot 14, Section 21, Plan 5958, Nanaimo Land District.
12. Lot 108, Section 13, Plan 21531, Nanaimo Land District.
13. Lot 84, Sections 12 & 13, Plan 21531, Nanaimo Land District.
14. Lot 72, Section 13, Plan 21531, Nanaimo Land District.
15. Lot 61, Section 18, Plan 21586, Gabriola Island, Nanaimo District.

Electoral Area 'E'

1. Lot 1, District Lot 72, Plan 17681, Nanoose Land District.
2. Lot 17, District Lot 78, Plan 14212, Nanoose Land District.
3. Lot 32, District Lot 68, Plan 26680, Nanoose Land District.
4. Lot 13, Block E, District Lot 38, Plan 13054, Nanoose Land District.
5. Lot 13, District Lot 78, Plan 25828, Nanoose Land District.
6. Lot 28, District Lot 78, Plan 15983, Nanoose Land District.
7. Lot 23, District Lot 78, Plan 14212, Nanoose Land District.
8. Lot 23, District Lot 78, Plan 28595, Nanoose Land District.
9. Lot 53, District Lot 78, Plan 14275, Nanoose Land District.
10. Lot 12, District Lot 8, Plan 20762, Nanoose Land District.
11. Lot 57, District Lot 78, Plan 14275, Nanoose District
12. Lot 18, District Lot 78, Plan 19688, Nanoose District

Electoral Area 'F'

1. Lot 2, District Lot 74, Plan 36425, Newcastle Land District.

Electoral Area 'G'

1. Lot 28, District Lot 28, Plan 26472, Nanoose Land District.
2. Lot 1, District Lot 80, Plan 49865, Newcastle Land District.

Electoral Area 'H'

1. Lot 22, District Lot 16, Plan 13312, Newcastle Land District.
2. Lot 29, District Lot 81, Plan 27238, Newcastle Land District.
3. Lot 46, District Lot 81, Plan 27238, Newcastle Land District.
4. Lot 9, District Lot 28, Plan 24584, Newcastle Land District.
5. Lot 41, District Lot 81, Plan 27238, Newcastle Land District.
6. Lot 20, District Lot 16, Plan 13312, Newcastle Land District.
7. Lot 1, District Lot 40, Plan 16121, Newcastle District.
8. Lot 27, Plan 16121, District Lot 40, Newcastle Land District.

District of Lantzville

1. Lot 24, District Lot 44, Plan 27557, Wellington Land District.
2. Lot A, District Lot 27G, Plan 29942, Wellington Land District.
3. Lot 1, District Lot 85, Plan 15245, Wellington Land District.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 11, 2014 AT 6:30 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director G. Holme	Chairperson
Director A. McPherson	Electoral Area A
Director M. Young	Electoral Area C
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. Veenhof	Electoral Area H

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
R. Alexander	Gen. Mgr. Regional & Community Utilities
G. Garbutt	Gen. Mgr. Strategic & Community Development
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
J. Holm	Mgr. Current Planning
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order.

ELECTORAL AREA PLANNING COMMITTEE MINUTES

Minutes of the regular Electoral Area Planning Committee meeting held Tuesday, February 11, 2014.

MOVED Director Stanhope, SECONDED Director McPherson, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 11, 2014 be adopted.

CARRIED

DEVELOPMENT PERMIT APPLICATION

Development Permit and Site Specific Exemption Application No. PL2013-115 – Anderson – 1045 Forgotten Drive, Electoral Area 'G'.

MOVED Director Stanhope, SECONDED Director Young, that Development Permit and Site Specific Exemption Application No. PL2013-115 to allow the construction of a garage/workshop and shed on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. PL2012-118 – Wilson – 2505 Blokker Road, Electoral Area 'E'.

MOVED Director Stanhope, SECONDED Director Veenhof, that staff be directed to complete the required notification.

CARRIED

MOVED Director Stanhope, SECONDED Director Veenhof, that Development Permit with Variance Application No. PL2012-118 to permit the construction of a dwelling unit and related improvements be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 – Carey – 3718 Jingle Pot Road, Electoral Area 'C'.

MOVED Director Young, SECONDED Director McPherson, that staff be directed to complete the required notification.

CARRIED

MOVED Director Young, SECONDED Director McPherson, that Development Permit with Variance and Site Specific Exemption Application No. PL2013-081 to allow the construction of an addition to a dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATION

Development Variance Permit Application No. PL2014-002 – Birchland Resources Inc. – 3617 Dolphin Drive, Electoral Area 'E'.

MOVED Director Stanhope, SECONDED Director McPherson, that staff be directed to complete the required notification.

CARRIED

MOVED Director Stanhope, SECONDED Director McPherson, that Development Variance Permit Application No. PL2014-002 be approved subject to the conditions outlined in Attachment 4.

CARRIED

ZONING AMENDMENT APPLICATION

Zoning Amendment Application No. PL2013-064 – Bylaw 1285.21 – 2619 Alberni Highway, Electoral Area 'F'.

MOVED Director Fell, SECONDED Director Veenhof, that "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be introduced and read two times.

CARRIED

MOVED Director Fell, SECONDED Director Veenhof, that the Public Hearing on "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014", be chaired by Director Fell or his alternate.

CARRIED

ADJOURNMENT

MOVED Director Stanhope, SECONDED Director Young, that this meeting terminate.

CARRIED

TIME: 6:41 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1285.21

A BYLAW TO AMEND "ELECTORAL AREA 'F' ZONING AND SUBDIVISION BYLAW NO. 1285, 2002"

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

A. This Bylaw may be cited as "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.21, 2014".

B. The "Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", is hereby amended as follows:

By amending the A-1.11 Site Specific Zoning Regulations on the lands as shown on the attached Schedule '1' and legally described as:

Block G, District Lot 143, Nanoose District, Plan 4782

from "Campground to a maximum of 48 camping spaces and 15 RV sites" to "Campground to a maximum of 100 camping spaces".

Introduced and read two times this ____ day of _____ 2014.

Public Hearing held this ____ day of _____ 201__.

Read a third time this ____ day of _____ 201__.

Adopted this ____ day of _____ 201__.

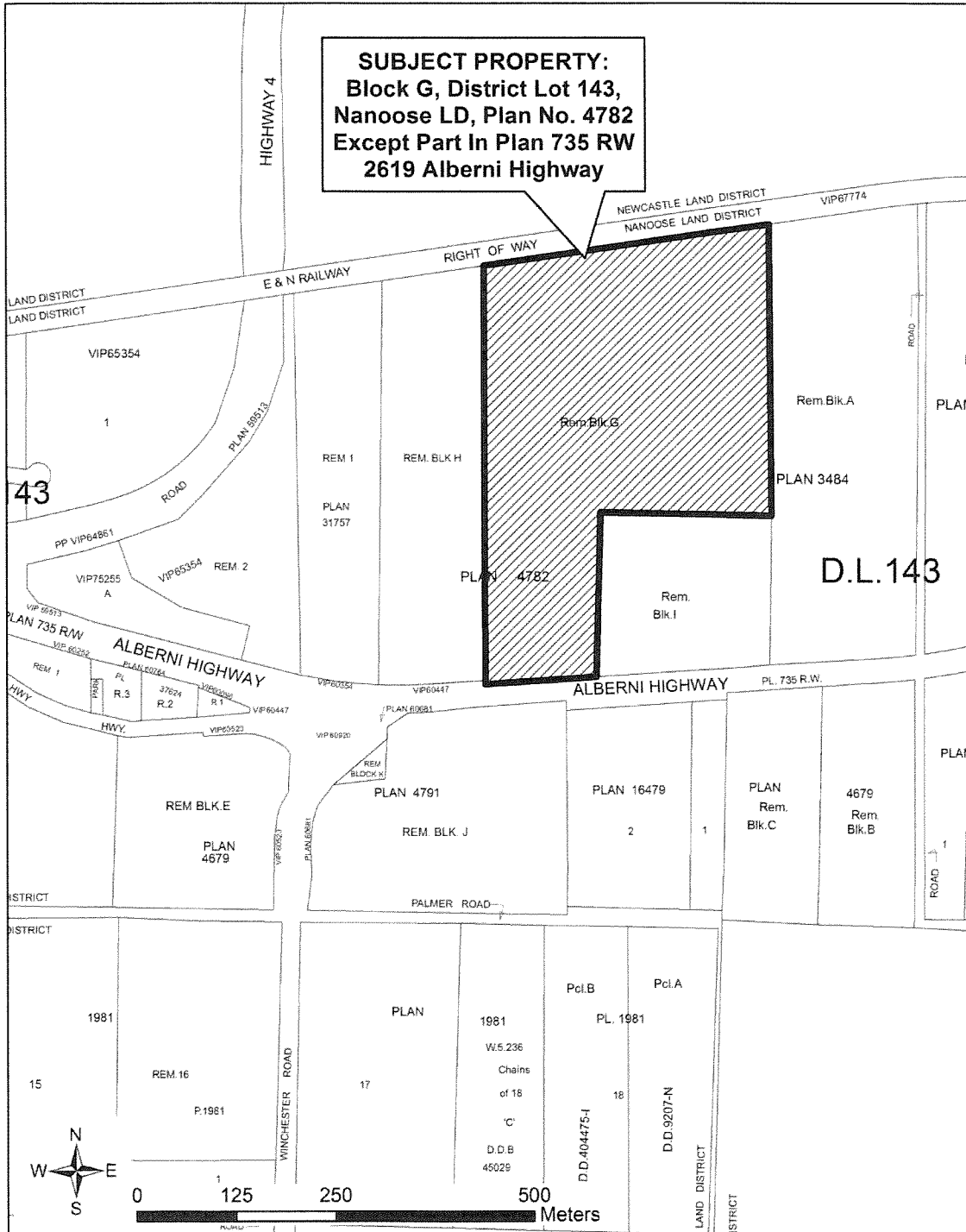
Chairperson

Corporate Officer

Chairperson

Corporate Officer

Schedule 1



REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 11, 2014 AT 7:00 PM IN THE
RDN BOARD CHAMBERS

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director J. de Jong	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
R. Alexander	Gen. Mgr. Regional & Community Utilities
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order.

DELEGATIONS

Ken Gurr, re Additional Usage of the Descanso Bay Wharf on Gabriola.

Ken Gurr provided a slide presentation including a brief history of the Descanso Bay Wharf in addition to the request to create a more efficient use of the wharf by licensed, approved water taxi service providers.

Dave Witty, re South Downtown Waterfront Initiative Committee, re South Downtown Waterfront Initiative.

Dave Witty provided a slide presentation summarizing the major activities accomplished to-date and asked the Board to work with the City of Nanaimo and explore how to expand the transit hub.

Malcolm D. Cox, Oceanside Homelessness Task Force, re Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund.

Malcolm D. Cox provided a verbal presentation on homelessness in Oceanside and asked the Board to provide funding to support the work of a Homelessness Coordinator for the Oceanside Task Force on Homelessness.

COMMITTEE OF THE WHOLE MINUTES

Minutes of the regular Committee of the Whole meeting held Tuesday, February 11, 2014.

MOVED Director Veenhof, SECONDED Director Anderson, that the minutes of the regular Committee of the Whole meeting held Tuesday, February 11, 2014, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Ross Peterson, re Board Discussion of Delegation Requests.

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Ross Peterson regarding Board discussion of delegation requests, be received.

CARRIED

Mayor Teunis Westbroek, Town of Qualicum Beach, re Oceanside Task Force on Homelessness Letter of Support.

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Mayor Teunis Westbroek, Town of Qualicum Beach, regarding the Oceanside Task Force on Homelessness letter of support, be received.

CARRIED

Correspondence – February-March, 2014 re Proposed Waste-to-Energy Facility.

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from February - March, 2014 regarding the proposed Waste-to-Energy facility, be received.

CARRIED

Coralee Oakes, Ministry of Community, Sport and Cultural Development re Electoral Area 'A' Restructure Study Funding Request.

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Coralee Oakes, Ministry of Community, Sport and Cultural Development regarding Electoral Area 'A' Restructure Study funding request, be received.

CARRIED

Scott Tanner, District 69 Recreation Commission re District 69 Arena / Parksville Curling Club Permissive Tax Exemption.

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Scott Tanner, District 69 Recreation Commission regarding District 69 Arena / Parksville Curling Club Permissive Tax Exemption, be received.

CARRIED

FINANCE

Extension of Agreement for Property Insurance Brokerage Services.

MOVED Director Brennan, SECONDED Director Houle, that the Board direct staff to extend the AON Reed Stenhouse contract for property insurance brokerage services on a year by year basis for one year.

CARRIED

Extension of Banking Services Contract.

MOVED Director Johnstone, SECONDED Director Ruttan, that the Board direct staff to extend the TD Canada Trust contract for general banking services for five years and that the services be tendered in 2018 for a tender award to start as of March 1, 2019.

CARRIED

Preliminary Operating Results for the Period Ending December 31, 2013.

MOVED Director Holme, SECONDED Director Brennan, that the summary report of financial results for Regional District of Nanaimo operations to December 31, 2013, be received for information.

CARRIED

Bylaw No. 1698 – 2014 to 2018 Financial Plan.

MOVED Director Lefebvre, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be adopted.

CARRIED

Approval for Gas Operating Permit Bond.

MOVED Director Brennan, SECONDED Director Johnstone, that the Board authorize staff to obtain a \$10,000 bond in the name of the BC Safety Authority for the purpose of operating the Compressed Natural Gas buses.

CARRIED

CORPORATE SERVICES

ADMINISTRATION

Board Remuneration Review Committee.

MOVED Director Lefebvre, SECONDED Director Veenhof, to amend the terms of reference by removing the words 'three year' in reference to the election term or period, and establish a Board Remuneration Review Committee in accordance with the terms of reference as amended.

CARRIED

MOVED Director Lefebvre, SECONDED Director Veenhof, that Board members submit names of individuals who have experience as a public official for consideration by the Board for appointment to the Board Remuneration Review Committee at the April 22, 2014 Board meeting.

CARRIED

INFORMATION TECHNOLOGY

Board and Committee Room Audio / Visual Systems.

MOVED Director Brennan, SECONDED Director Willie, that the Board approve the selection of Pacific Audio Works as the preferred vendor and to implement the proposed audio / visual system solution for the Board and Committee rooms for the 2014 budget year at a cost of \$73,812.48.

DEFEATED

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

Secondary Suites Information Sessions Summary, Bylaw No. 500.389, and Revised Secondary Suites Policy.

MOVED Director Holme, SECONDED Director Fell, that the summary of the secondary suites information session held February 26, 2014, included as Attachment 3, be received.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that 2nd reading be given to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014", as amended.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the proposed Secondary Suites Policy, included as Attachment 2, be approved as amended and that it be scheduled to come into effect following the adoption of proposed amendments Bylaw 500.389 and 1285.19.

CARRIED

Proposed Amendment to Fees Bylaw No. 1259.

MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Bylaw No. 1259.10, 2014", be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Bylaw No. 1259.10, 2014", be adopted.

CARRIED

Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund.

MOVED Director Willie, SECONDED Director Veenhof, that the Regional District of Nanaimo Board allocate \$58,000 from the Reserve Fund to the Oceanside Task Force on Homelessness (under the auspices of the Society of Organized Services) to support the work of a Homelessness Coordinator for School District 69 for another year.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION MINUTES AND RECOMMENDATIONS

Transit Select Committee

Minutes of the Transit Select Committee meeting held Thursday, February 20, 2014.

MOVED Director Brennan, SECONDED Director Young, that the minutes of the Transit Select Committee meeting held Thursday, February 20, 2014, be received for information.

CARRIED

RDN Future Plan.

MOVED Director Veenhof, SECONDED Director Brennan, that the Board approve the Regional District of Nanaimo Transit Future Plan with amended wording to reflect that service options for Electoral Area 'H' from the Comox Valley Regional District will be explored with BC Transit.

CARRIED

Parksville and Qualicum Beach Transit Service Review.

MOVED Director Lefebvre, SECONDED Director Anderson, that the report be received for information.

CARRIED

District 69 Recreation Commission

Minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014.

MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014, be received for information.

CARRIED

Grants.

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

Arrowsmith Community Recreation Association (formerly ACES)- youth programs	\$1,000
Ballenas Secondary School - Dry Grad	\$1,200
Ballenas Secondary School - BC High School Curling Championships	\$ 500
Kwalikum Secondary School - Dry Grad	\$1,200
Parksville Volleyball Club - uniforms and equipment	\$1,250
Oceanside Minor Baseball - portable fencing	\$1,000
Ravensong Waterdancers - pool rental	\$1,000

CARRIED

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

Bowser Elementary School - subsidy for low-income families for outdoor camp	\$1,000
Errington Coop Preschool - equipment	\$1,000
Oceanside Kidfest Society - event costs	\$2,500
Oceanside Building Learning Together Society - arena admissions	\$ 242
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,500

CARRIED

Rubberized Track at Ballenas Secondary Report.

MOVED Director Veenhof, SECONDED Director Houle, that School District 69 and representatives from the Oceanside Track and Field Club be approached for formal support in working with the Regional District of Nanaimo in the design of a rubberized 3 lane 400 metre, 6 lane 100 metre sprint zone track surface that would replace the existing track surface at Ballenas Secondary School.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that cost of the design be funded from the Northern Community Recreation Service Reserve Fund.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Regional District, School District 69 and Oceanside Track and Field Club prepare a Maintenance and Capital Plan Agreement for the proposed rubberized track surface at Ballenas Secondary School.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the design work be used in the pursuit of any future grant funding that may be available to install a rubberized track surface at Ballenas Secondary School.

CARRIED

City of Parksville Permissive Tax Exemption – Parksville Curling Club.

MOVED Director Lefebvre, SECONDED Director Anderson, that staff prepare a report on the impacts the Parksville Curling Club and the District 69 Arena facility is facing with the reduction and removal of the Permissive Tax Exemption by the City of Parksville for the leased parklands and to provide options that will ensure the club and the regional district facility can be sustained in the long term.

CARRIED

MOVED Director Lefebvre, SECONDED Director Anderson, that the District 69 Recreation Commission Chairperson send a letter to the City of Parksville with a copy to BC Assessment requesting the reconsideration of the reduction and elimination of the Permissive Tax Exemption for the Parksville Curling Club / District 69 Arena leased lands at the Parksville Community Park and for staff to work with the Parksville Curling Club on the verification of the current property and land assessment with BC Assessment.

CARRIED

Regional Parks and Trails Select Committee

Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014.

MOVED Director Veenhof, SECONDED Director Houle, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014, be received for information.

CARRIED

Friends of Morden Mine Society – Funding Request.

MOVED Director Brennan, SECONDED Director Young, that the Board approve funding to the Friends of Morden Mine Society of up to \$15,000 towards the engineering study of the Morden Colliery Tipple subject to funding being provided by other partners in the project.

CARRIED

Islands Trust Rezoning Bylaw Referral Report.

MOVED Director Houle, SECONDED Director Fell, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to include a new permitted use to specifically allow special events in all park zones.

CARRIED

MOVED Director Houle, SECONDED Director Fell, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to provide Active Recreation Community Park (P3) zoning for Paisley Place Community Park.

CARRIED

IN CAMERA

MOVED Director Holme, SECONDED Director Brennan, that pursuant to Sections 90 (1)(e) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to land acquisition.

CARRIED

TIME: 9:24 PM

ADJOURNMENT

MOVED Director Holme, SECONDED Director Young, that this meeting terminate.

CARRIED

TIME: 9:35 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1698

A BYLAW TO ADOPT THE 2014
TO 2018 FINANCIAL PLAN

WHEREAS the Regional District of Nanaimo shall, pursuant to Section 815 of the *Local Government Act*, adopt by bylaw a five year financial plan;

AND WHEREAS an expenditure not provided for in the financial plan or the financial plan as amended, is not lawful unless for an emergency that was not contemplated;

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

1. Definitions

“Emergency” means a present or imminent event that:

- a) is caused by accident, fire explosion or technical failure or by the forces of nature; and
- b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.

2. Financial Plan

Schedule ‘A’ attached to this bylaw is hereby adopted as the Financial Plan for the Regional District of Nanaimo for the period January 1, 2014 to December 31, 2018.

3. Financial Plan Amendments

- a) Funds may be reallocated in accordance with the Regional District of Nanaimo’s purchasing policy for new projects.
- b) The officer responsible for financial administration may transfer unexpended appropriations to Reserve Funds and accounts for future expenditures.
- c) The Board may authorize amendments to the plan for Emergencies as defined herein.

4. Citation

This bylaw may be cited as “Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014”.

Introduced and read three times this th day of March, 2014.

Adopted this th day of March, 2014.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

CONSOLIDATED FINANCIAL PLAN 2014 TO 2018

Chairperson

Corporate Officer

	2013 Budget	2014 Proposed	2015	2016	2017	2018	TOTAL
Operating Revenues		5.2%	5.8%	5.6%	5.9%	5.8%	
Property taxes	(36,059,156)	(37,892,155)	(40,048,912)	(42,336,083)	(44,884,472)	(47,572,959)	(212,734,581)
Parcel taxes	(3,751,262)	(4,017,616)	(4,325,807)	(4,517,731)	(4,729,391)	(4,933,303)	(22,523,848)
Municipal agreements	(330,566)	(302,164)	(306,078)	(312,726)	(317,251)	(323,865)	(1,562,084)
	(40,140,984)	(42,211,935)	(44,680,797)	(47,166,540)	(49,931,114)	(52,830,127)	(236,820,513)
Operations	(2,328,459)	(2,450,763)	(2,806,457)	(2,837,282)	(2,860,686)	(2,894,702)	(13,849,890)
Interest income	(150,000)	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(625,000)
Transit fares	(4,254,765)	(4,366,943)	(4,410,613)	(4,538,213)	(4,667,092)	(4,806,866)	(22,789,727)
Landfill tipping fees	(7,885,000)	(8,285,750)	(8,534,323)	(8,961,039)	(9,229,870)	(9,506,766)	(44,517,748)
Recreation fees	(400,690)	(435,020)	(449,134)	(462,606)	(476,487)	(487,277)	(2,310,524)
Recreation facility rentals	(538,245)	(540,345)	(556,555)	(573,252)	(590,450)	(608,163)	(2,868,765)
Recreation vending sales	(11,700)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(47,500)
Recreation concession	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation other	(388,060)	(385,410)	(396,972)	(408,882)	(421,148)	(433,783)	(2,046,195)
Utility user fees	(5,085,265)	(4,748,477)	(4,603,489)	(4,696,200)	(4,800,808)	(4,908,711)	(23,757,685)
Operating grants	(6,097,405)	(6,530,205)	(6,127,256)	(6,418,275)	(6,712,204)	(7,060,819)	(32,848,759)
Planning grants	(114,000)	(7,100)					(7,100)
Grants in lieu of taxes	(144,145)	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(748,225)
Interdepartmental recoveries	(6,201,568)	(6,425,414)	(6,441,746)	(6,584,608)	(5,994,202)	(6,166,788)	(31,612,758)
Miscellaneous	(4,468,041)	(5,833,209)	(6,827,097)	(5,707,212)	(5,706,200)	(5,677,297)	(29,751,015)
Total Operating Revenues	(78,212,327)	(82,533,716)	(86,147,584)	(88,642,254)	(91,653,406)	(95,644,444)	(444,621,404)
Operating Expenditures							
Administration	3,996,335	4,105,520	4,158,045	4,169,541	4,125,990	4,134,980	20,694,076
Community grants	517,916	529,498	52,139	52,139	52,139	52,139	738,054
Legislative	412,345	492,385	422,038	408,302	495,878	425,566	2,244,169
Professional fees	2,431,159	2,865,021	2,180,463	2,118,493	2,149,211	2,123,513	11,436,701
Building ops	2,914,463	3,052,862	3,093,720	3,140,481	3,186,353	3,229,417	15,702,833
Veh & Equip ops	7,504,324	7,862,991	7,948,556	8,089,607	8,240,802	8,395,225	40,537,181
Operating costs	15,314,288	16,011,162	16,150,032	17,623,977	19,551,513	21,846,196	91,182,880
Program costs	639,693	745,904	637,854	645,956	654,202	662,597	3,346,513
Wages & benefits	27,329,345	28,231,414	28,656,285	29,187,091	29,770,822	30,306,690	146,152,302
Transfer to other gov/org	5,898,225	6,265,363	6,295,158	6,456,921	6,617,113	6,781,488	32,416,043
Contributions to reserve funds	5,356,933	5,085,277	5,149,178	6,328,390	6,303,495	4,846,345	27,712,685
Debt interest	3,755,276	4,461,601	4,366,003	4,051,408	3,992,687	3,962,119	20,833,818
Total Operating Expenditures	76,070,302	79,708,998	79,109,471	82,272,306	85,140,205	86,766,275	412,997,255
Operating (surplus)/deficit	(2,142,025)	(2,824,718)	(7,038,113)	(6,369,948)	(6,513,201)	(8,878,169)	(31,624,149)
Capital Asset Expenditures							
Capital expenditures	19,360,572	24,954,456	32,727,660	34,647,720	42,132,972	50,549,069	185,011,877
Transfer from reserves	(14,200,121)	(14,236,617)	(19,894,772)	(20,141,424)	(14,919,365)	(7,148,265)	(76,340,443)
Grants and other	(870,637)	(5,390,311)	(2,945,000)	(692,450)			(9,027,761)
New borrowing	(1,245,000)	(1,482,800)	(5,658,565)	(11,426,010)	(25,588,914)	(41,830,814)	(85,987,103)
Net Capital Assets funded from Operations	3,044,814	3,844,728	4,229,323	2,387,836	1,624,693	1,569,990	13,656,570
Capital Financing Charges							
Existing debt (principal)	3,833,495	4,062,581	4,059,585	3,855,407	3,147,727	3,148,879	18,274,179
New debt (principal & interest)			262,958	749,190	1,970,528	4,234,730	7,217,406
Total Capital Financing Charges	3,833,495	4,062,581	4,322,543	4,604,597	5,118,255	7,383,609	25,491,585
Net (surplus)/deficit for the year	4,736,284	5,082,591	1,513,753	622,485	229,747	75,430	7,524,006
Add: Prior year (surplus) / deficit	(9,265,070)	(9,916,390)	(4,833,799)	(3,320,046)	(2,697,561)	(2,467,814)	(23,235,610)
(Surplus) applied to future years	(4,528,786)	(4,833,799)	(3,320,046)	(2,697,561)	(2,467,814)	(2,392,384)	(15,711,604)

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.389**

**A Bylaw to Amend Regional District of Nanaimo
Land Use and Subdivision Bylaw No. 500, 1987**

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:

1. In **Part 2 Interpretation Section 2.1 Definitions** by adding the following definition after ‘seafood processing’.

secondary suite means one or more habitable rooms and a cooking facility for residential accommodation, consisting of a self-contained unit with a separate entrance but which is clearly accessory to a principal dwelling unit located on the same parcel as the secondary suite and may not be subdivided under the *Strata Property Act*.

2. In **Part 3 – Land Use Regulations Section 3.3 General Regulation** is amended by adding the following after Section 3.3.12(h):

- i. Home Based Business shall not be permitted within a secondary suite nor by the occupants of a secondary suite elsewhere on the subject property.
- j. Bed and Breakfast shall not be permitted on a parcel that contains a suite.
- k. Where a secondary suite is located on a parcel less than 4,000 m² in area, the Home Based Business must:
- i) be limited to one (1) business; and,
 - ii) not include any non-resident home based business employees.

3. In **Part 3 – Land Use Regulations Section 3.3 General Regulation** is amended by adding the following after Section 3.3.15:

- 16) Secondary Suites
- a) Secondary suites shall be permitted in the following zone classifications: RS1, RS1.1, RS2, and RU1 – RU10 (Inclusive).
 - b) A maximum of one (1) secondary suite is permitted per single dwelling unit to a maximum of two (2) per parcel of which only one (1) may be detached.
 - c) Notwithstanding Section 2.1, a secondary suite shall be permitted within an accessory building.

- d) Secondary Suites shall be subject to the following requirements:
 - i) secondary suites within a principal dwelling unit must not exceed 40% of the habitable floor space of the building that it is located in nor 90 m² of total floor space, whichever is lesser;
 - ii) must not be located within a duplex, manufactured home, or multiple dwelling unit development;
 - iii) must provide at least two (2) additional designated off-street parking spaces (at least one (1) must have direct access to the street);
 - iv) shall be maintained in the same real estate entity as the principal dwelling unit to which it is accessory;
 - v) must meet minimum setback requirements for a dwelling unit located in the applicable Zone Classification.
 - vi) must be limited to a maximum of two bedrooms and one cooking facility;
 - vii) must, on parcels without community sewer services, have the approval of the local Health Authority with respect to the provision of sewage disposal;
 - viii) must have its own entrance separate from that of the principal dwelling unit; and,
 - ix) must not be used for short term (less than one month) rentals.
- e) A Secondary Suite may be located within an accessory building subject to the following:
 - i) The minimum site area requirement shall be 800 m² for parcels serviced with community water and community sewer or 8,000 m² in all other cases.
 - ii) Notwithstanding any other provision in this Bylaw, the maximum height of a building containing a suite shall be 8.0 metres;
 - iii) The maximum floor area of an accessory building containing a secondary suite shall not exceed 40% of the habitable floor space of the principal dwelling unit which it is associated with nor 90 m² of total floor space, whichever is lesser.
 - iv) the secondary suite shall contain no interior access to any part of the accessory building and the means of access and egress must be external to the structure.
- f) Home Based Business shall be in accordance with Section 3.3.12.

g) Despite any regulation in this Bylaw, land established as “Agricultural Land Reserve” pursuant to the ***Agricultural Land Reserve Act***” is subject to the ***Agricultural Land Reserve Act*** and ***Regulations***, and applicable orders of the Land Reserve Commission.

4. In **Part 3 – Land Use Regulations Section 3.4 Regulations for Each Zone** is amended by adding ‘Secondary Suite’ as a Permitted Use as follows:

- I. Section 3.4.61 – 3.4.61.1 Residential 1 and Residential 1.1 Zone after b) Residential Use.
- II. Section 3.4.62 0 – Residential 2 Zone after b) Residential Use- per dwelling unit.
- III. Section 3.4.81- Rural 1 Zone – after f) Silviculture.
- IV. Section 3.4.82 – Rural 2 Zone – after i) Silviculture.
- V. Section 3.4.83 – Rural 3 Zone – after g) Wood Processing.
- VI. Section 3.4.84 – 3.4.89 Rural 4 – Rural 9 Zones – after f) Silviculture.
- VII. Section 3.4.810 – Rural 10 Zone – after b) Home Based Business.

Introduced and read two times this 28th day of January 2014.

Read a second time as amended this ___ day of _____ 20XX.

Public Hearing held this ___ day of _____ 20XX.

Read a third time this ___ day of _____ 20XX.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this ___ day of _____ 20XX.

Adopted this ___ day of _____ 20XX.

Chairperson

Corporate Officer

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1259.10**

**A BYLAW TO AMEND “REGIONAL DISTRICT OF NANAIMO
PLANNING SERVICES FEES AND CHARGES BYLAW NO. 1259, 2002”**

WHEREAS the Board of the Regional District of Nanaimo wishes to amend “Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259, 2002”:

THEREFORE IT BE RESOLVED that the Board of the Regional District of Nanaimo, in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259.10, 2014".
2. The “Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259, 2002” is hereby amended as follows:
 1. by deleting the word “Advertising” from Part 4 Section 2
 2. by deleting Part 4 Section 2.a) and replacing it with the following:
 - a) Where an application, a permit, or a land use contract amendment requires advertising, a public information meeting or a public hearing, an applicant shall be responsible for the full costs of all expenses, including the advertising for the notification of a public information meeting or a public hearing, the costs of the meeting venue(s) and all other costs associated with obtaining public input, in addition to any applicable application fees.
 3. by deleting Part 4 Section 3.a) and replacing it with the following:
 - a) An applicant shall be responsible for paying the full cost of direct legal expenses arising from legal work required in conjunction with the processing of any application, including the preparation and review of legal documents.
 4. by deleting Part 5 Section 1.d) and replacing it with the following:
 - d) For an application to amend an official community plan bylaw which includes an RGS amendment involving less than 50 hectares of land or fewer than 50 dwelling units a fee of \$3,700.00 in addition to the fee in section b) is required.
 5. by adding the following immediately following Part 5 Section 1.d):
 - e) For an application to amend an official community plan bylaw which includes an RGS amendment involving more than 50 hectares of land or 50 dwelling units or a change from a rural use to a residential, commercial or industrial use a fee of \$37,000.00 in addition to the fee in section b) is required.

Introduced and read three times this ____ day of _____ 20____.

Adopted this ____ day of _____, _____

Chairperson

Corporate Officer

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD**

FEBRUARY 03, 2014

7:00pm

(Nanoose Place, Nanoose Bay)

Present: George Holmes - Chair
Scott Rowswell – Secretary
Walter Kirschner
Vicki Voros
Randy Orr
Frank Van Eynde

Staff: Elaine McCulloch - RDN Parks Planner

Regrets: Gordon Wiebe
George Jarvis

CALL TO ORDER

Chair Holmes called the meeting to order at 7:00pm.

Chair Holmes thanked the departed members, Peter Law and Robert Roberts for their contributions and welcomed the new members, Scott Rowswell and Walter Kirschner.

Scott Rowswell volunteered to act as Secretary, replacing Peter Law.

MINUTES

MOVED R. Orr, SECONDED S. Rowswell that the Minutes of the December 16 2013 meeting be approved.

CARRIED

REPORTS

Monthly Update of Regional and Community Parks And Trails Projects – June-December 2013

Ms. McCulloch gave a summary of the monthly report.

Electoral Area 'E' Community Parks and Trails Strategy (CPTS)

The CPTS has been adopted by the RDN Board and committee members received a copy of the final document.

5 Year Plan

Ms. McCulloch reviewed the draft view of the 5 Year project plan. The plan is to be updated for the next meeting to set the current year to 2014.

Ms. McCulloch identified, and it was accepted by the committee, that under normal circumstances manpower constraints limit the amount of activity in Area E to one project in a year.

Blueback Park is the area E priority project for 2014.

2014 WORK PLAN

Ms. McCulloch reviewed the draft of the work plan for 2014.

The focus will be on Blueback Park. Budget detail will not be confirmed until March 31. Targeted completion date is Dec 2014, but this is seen a likely not obtainable and it is likely that construction will roll into 2015.

Suggestion was made that that the Committee review the plan it be modified to show major actions by Quarter rather than monthly. It was agreed this will make ongoing review simpler as it allows more flexibility in scheduling work actions within the plan year. Ms. McCulloch will update the document to reflect this for the next meeting.

MOVED W. Kirschner, SECONDED R. Orr that the work program documents be received.

CARRIED

ADJOURNMENT

MOVED G. Holme, SECONDED R. Orr that the meeting be adjourned at 8:30.

Chairperson

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'A' PARKS, RECREATION AND
CULTURE COMMISSION REGULAR MEETING
HELD WEDNESDAY, FEBRUARY 19, 2014
7:00PM
(CEDAR HERITAGE CENTRE)

Attendance: Alec McPherson, RDN Director, Chair
Jim Fiddick
Kerri-Lynne Wilson
Patti Grand
Bernard White
Andrew Thornton

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

Regrets: Eike Jordan
Carolyn Mead

CALL TO ORDER

Chair McPherson called the meeting to order at 7:10 PM.

Chair McPherson introduce new Commission member Andrew Thornton who is from the South Wellington Area.

MOVED Commissioner Fiddick, SECONDED Commissioner White that Commissioner Grand be appointed to Deputy Chair.

CARRIED

MINUTES

MOVED Commissioner Grand, SECONDED Commissioner White that the minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held November 20, 2013 be received.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Beach Accesses and Underdeveloped Rights of Way

Commissioner Fiddick handed out beach access maps for the other Commissioners to review. The Commission members set a date of March 8 at 1:00 pm meeting at CoCo's Café to visit some of the beach accesses and review and photograph the sites.

REPORTS

PARKS

Monthly Update of Regional and Community Parks and Trail Projects -June –Dec 2013

Ms. McCulloch gave an update of the parks projects from June – Dec 2013.

Community Parks & Trails – 2014 Work Plan (*verbal*)

Ms. McCulloch explained the work plan sheet that highlighted the work plan for Electoral Area 'A'. Items include the completion and opening of the Cedar Skate Park, Morden Colliery Trail Bridge, and beach access plan for development.

Skate Park Construction Update (*verbal*)

Ms. McCulloch updated the Commission that substantial completion of the skate park was on January 31 and a soft opening took place February 1. She noted the final cost came in at approximately \$590,000, that being about \$35,000 under the projected budget. The breakdown of funding was 75% from the Provincial grant, 8.5% in donations and 17% from EA 'A' park reserves.

Ms. McCulloch informed the committee that the Wallace-Tarry family requested a plaque be placed on the bench in the skate park. They will provide wording to Elaine, to which she will bring to the Commission. There may also be another request for a second memorial at the park and Ms. McCulloch is awaiting a formal request.

Commissioner Vincent commended Ms. McCulloch on her work and efforts on the construction of the Cedar Skate Park.

RECREATION

Skate Park Official Opening Update (*verbal*)

Ms. King advised the Commission that the official Cedar Skate Park Opening will be on May 24th. Sub-committee members will meet in March to organize the opening details.

MOVED Commissioner Vincent, SECONDED Commissioner White that the reports be received.

CARRIED

NEW BUSINESS

2014 Recreation Planning Session

The Commission discussed that they would arrange a tour of the school facilities and the following Saturday meeting for a recreation planning session. Ms. King will email the Commission to confirm dates and times.

2014 Budget Update

Mr. Banman gave an update of the Budget and its proceedings with the Board. Chair and EA 'A' Director McPherson provided more details specific to the Electoral Area 'A' budget.

Appointment of 2014 Grant Committee

Commissioner Vincent, Commissioner Grand and Commissioner Fiddick volunteered to sit on the EA 'A' Grant Sub-Committee and were appointed to those positions.

BCRPA Symposium 2014

Mr. Banman explained to the Commission that this year's BCRPA is in Kelowna April 23-25 and that the RDN sends two Commission members to attend each year. Commissioner White and Commissioner Grand expressed an interest to attend and will check their schedules. Ms. Harvey will email them with details for registration.

Morden Colliery Trail Bridge

Chair McPherson handed out a map and bridge drawings showing the Morden Colliery Trail from a 1999 engineering report showing a steel truss and a suspension bridge design. He noted that this report is being updated to current standards and when funds are ready, the project will be shovel ready for other grant application and funding.

COMMISSIONER ROUND TABLE

Commissioner Vincent – Voice her concern about speed of cars and the lack of visible signage at Woodbank Road where Morden Colliery crosses.

Commissioner Thornton – Will be interested if the E & N will be a green path or a rail line as it is in his backyard.

Commissioner Wilson - Surprised at the number of kids using the skatepark and nice to see.

Chair McPherson - Noted that MoTI took down the playground signs when South Wellington closed and there will be a motion at the next Board meeting to have the RDN to contact MoTI to reinstall the signs for safety as the same thing will happen with the other school closures.

IN CAMERA

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

TIME: 9:10pm

CARRIED

ADJOURNMENT

MOVED Commissioner Vincent that the meeting be adjourned.

CARRIED

TIME: 9:27pm

Chair

REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE
MEETING HELD ON WEDNESDAY, MARCH 12, 2014 AT 1:30 PM
IN THE RDN COMMITTEE ROOM

Present:

Director J. Stanhope	Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Veenhof	Electoral Area H
Director D. Brennan	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director J. de Jong	District of Lantzville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

Director J. Fell	Electoral Area F
P. Thorkelsson	Chief Administrative Officer
G. Garbutt	General Manager, Strategic & Community Development
R. Alexander	General Manager, Regional & Community Utilities
C. Midgley	Manager, Energy & Sustainability
M. Donnelly	Manager, Water Services
T. Pan	Sustainability Coordinator
N. Hewitt	Recording Secretary

CALL TO ORDER

The meeting was called to order at 1:30 p.m. by the Chair.

MINUTES

MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Sustainability Select Committee meeting held on Tuesday October 8, 2013 be adopted.

CARRIED

REPORTS

Carbon Neutral Operations -2013

MOVED Director Lefebvre, SECONDED Director Houle, that the report on Carbon Neutral Operations be referred back to staff for technical data analysis and brought forward to the next Sustainability Select Committee meeting.

CARRIED

Green Building Incentives Program 2014

MOVED Director Houle, SECONDED Director Young, that the proposed 2014 Green Building Incentive Program be approved.

CARRIED

Green Building Outreach Program (Presentation)

MOVED Director Brennan, SECONDED Director Kipp, that the verbal report on Green Building Outreach Program be received.

CARRIED

Inter-Regional Education Initiative Progress Report

MOVED Director Lefebvre, SECONDED Director Houle, that Inter-Regional Education Initiative Partnership Progress Report be received for information.

CARRIED

Community Watershed Monitoring Network Update

MOVED Director Kipp, SECONDED Director Houle, that the Committee receive this report for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

RDN Woodstove Exchange Program

MOVED Director Houle, SECONDED Director Veenhof, that staff examine options to provide an additional \$20,000 in funding to the RDN Woodstove Exchange Program.

CARRIED

Provincial Incentive Programs

MOVED Director Veenhof, SECONDED Director Houle, that staff draft a letter to the Province highlighting the benefits of the LiveSmart BC incentive program and the regional implications for reducing Provincial incentive programs.

CARRIED

MOVED Director Veenhof, SECONDED Director Lefebvre, that staff draft a letter to AVICC requesting consideration of a late resolution for UBCM submission concerning an extension to Provincial energy efficiency incentive programs.

CARRIED

Regional Emission Reduction Projects

MOVED Director Veenhof, SECONDED Director Lefebvre, that staff provide an information report to the Sustainability Select Committee on potential Regional Emission Reduction Projects.

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that staff circulate information on viable biomass energy alternatives for the RDN to the Sustainability Select Committee.

CARRIED

ADJOURNMENT

MOVED Director Houle, SECONDED Director Lefebvre, that this meeting be adjourned.

CARRIED

Time 3:05 pm

CHAIRPERSON



RDN REPORT		
CAO APPROVAL		
EAP		
COW		
MAR 05 2014		
RHD		
BOARD		
SSC		

MEMORANDUM

TO: Chris Midgley
 Manager, Energy and Sustainability

DATE: March 4, 2014

FROM: Ting Pan
 Sustainability Coordinator

FILE: 6430-05-GBIP

SUBJECT: Green Building Incentives 2014

PURPOSE

To propose a Green Building Incentive Program design for 2014.

BACKGROUND

The Green Building Incentive Program (the Program) has been offered to the residents in the Regional District of Nanaimo's (RDN) Electoral Areas and the District of Lantzville since 2011, and 2013 was the most successful year so far. Following the changes made to the Program in 2013, the Sustainable Development Checklist and Renewable Energy Incentives received increased interest and applications. Table 1 below summarizes how the program budget was distributed since its inception in 2011.

Table 1: 2011-2013 Green Building Incentive Summary

Incentive	Distribution of Incentives		
	2011	2012	2013
Home Energy Assessment	\$2,220	\$7,450	\$8,670
Woodstove Exchange	\$10,750	\$33,750*	\$38,500*
Site-cut Timber		\$95	\$488
Renewable Energy Systems			\$1,000
EV Charging Station			\$250
Checklist Meeting**		\$150	\$50
Checklist Score			\$4,000
Total	\$12,970	\$41,445	\$52,958

*Includes rebates provided through grants from the BC Lung Association in 2012 and 2013

** Discontinued in 2013

For 2014, changes at the provincial and federal levels will have a direct impact on the Program. Provincial grants from the BC Lung Association for the RDN Woodstove Exchange Program (\$12,000 in 2012; \$14,500 in 2013) will not be available in 2014. The LiveSmart BC program that contributes \$150 to each completed Home Energy Assessment, as well as additional incentives for completing renovations is winding down with no indication of continuation beyond March 31, 2014. At the federal level, the EnerGuide rating system for homes is being overhauled by Natural Resources Canada and the revised rating system is expected to be released sometime in 2014.

Program Implications

In response to these external changes, it is proposed that the 2014 incentive program incorporate the following changes:

1. Offer \$250 Woodstove Exchange rebates between October and March. Deactivate for summer.

Without grants from the Province, the Program budget is insufficient to sustain Woodstove Exchange Program at the levels seen in previous years. The busiest time of the year for woodstove exchanges is the period between October and March. Scheduling the RDN program to begin when residents plan their exchanges for the winter season and as retailers begin marketing and offering their own incentives will build on retailers' efforts and provide residents with greater certainty on the availability of rebates.

2. Increase the initial Home Energy Assessment rebate to 50% of the assessment cost, up to \$150.

The actual cost of an initial Home Energy Assessment is \$300. Since 2008, the Province has contributed \$150 to that cost, and since 2010 the RDN has offered an additional \$60. For many homeowners, the real incentive for a Home Energy Assessment is the resulting access to additional incentives for subsequent renovations. In March 2013, the Province dramatically reduced incentives available for renovations. Since that time, participation in the RDN Home Energy Assessment Incentive has gradually declined and is now essentially inactive. In April 2014, the provincial incentives for Home Energy Assessments are also expected to disappear.

Regardless of the availability of further incentives, the initial home energy assessment is a valuable tool for homeowners to learn about the most cost-effective energy efficiency measures they can take. Ensuring the RDN rebate covers 50% of the cost of an initial assessment, up to \$150, sends a strong signal to RDN residents that home energy efficiency is worthwhile to understand and that investing in energy efficiency, renovations and retrofits benefits the homeowner while making an important contribution to the local economy.

3. Incorporate the next generation of EnerGuide rating in Home Energy Assessment and Sustainable Development Checklist Incentives, once the new EnerGuide is launched.

The EnerGuide rating system has gained significant recognition nation-wide since its introduction in 1998. The next generation of the EnerGuide rating system is expected to be released in April 2014, assuming no delays. The RDN's Home Energy Assessment and Sustainable Development Checklist Incentives both reference the EnerGuide rating system. Since the current rating will be phased out this year, it will be necessary to incorporate the new EnerGuide system into how these incentives are provided. No changes are proposed to the dollar value of the incentives offered by the RDN, but the structure of both incentives will be revised to accommodate the new system.

All other incentives will remain unchanged. If approved, the revised Green Building Program will become effective April 1, 2014.

ALTERNATIVES

1. That the 2014 Green Building Incentive Program be approved.
2. That the 2014 Green Building Incentive Program be unchanged from 2013.
3. That alternate direction be given to staff.

FINANCIAL IMPLICATIONS

Alternatives 1 and 2 have no distinct implications for revenue requirements for the Green Building Incentive Program. Under both Alternatives, the Program will be funded with \$20,000 from the Building Inspection service. Unlike 2012 and 2013, no senior government funding has been identified.

The proposed changes for the 2014 Green Building Incentive Program reflect the elimination of provincial funding for Woodstove Exchange Programs and the reduction in support for home energy assessments and renovations. For 2014, RDN incentives for woodstove exchanges will be reduced from \$38,500 in 2013, to approximately \$10,000, or from 154 rebates to 40 rebates. For Alternative 1, the concentrated period for which woodstove exchange rebates are available is intended to result in a more targeted effort, increase certainty around the availability of incentives and reduce staff time processing applications.

Also under Alternative 1, an increased dollar value for initial home energy assessment rebates is intended to ensure that residents of the region continue to undertake these valuable tests. Of the \$8,670 disbursed for all Home Energy Assessments in 2013, \$3,900 supported 65 initial Home Energy Assessments. Without senior government support, it is anticipated that fewer homeowners will invest in Home Energy Assessments in 2014. Reserving approximately \$6,500 of the \$20,000 in Program funding will provide \$150 to 43 initial Home Energy Assessments, or two-thirds the number supported in 2013.

For Alternative 2, homeowners who invest in Home Energy Assessments will be eligible to receive \$60, however a \$60 rebate is not expected induce residents to do the work. At that value, staff believe that incentives would only be provided to homeowners who would have completed the assessment in the absence of the rebate. To actually encourage residents to undertake the assessment, the higher dollar value rebate is recommended.

As noted, the Alternatives presented will not change the total amount of funding allocated to the Program. For Alternative 1, the proposed changes are likely to cause more funds to be distributed to Home Energy Assessments and shift the disbursement of funds to woodstove exchange rebates to the October – December period. For Alternative 2, funds will likely be disbursed slowly throughout the year with virtually all funds supporting woodstove exchanges.

STRATEGIC PLAN IMPLICATIONS

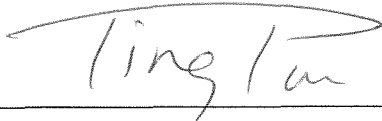
The Green Building Incentive Program supports residents' commitment to building a sustainable and resilient future, and generates local investment in energy efficiency and the development sector. Conversations with interested residents show that the interest in alternative energy systems and high performance buildings is strong, and represents opportunities to build local capacity and create economic benefits to the region.

SUMMARY/CONCLUSIONS

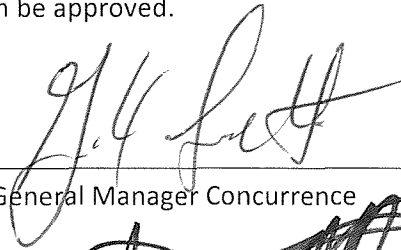
The Green Building Incentive Program was extremely successful in 2013, with participation in all incentive types and all allocated funds fully utilized by October. Moving forward, several adjustments to the program are necessary in response to changes at provincial and federal governments. These include postponing the start of the Woodstove Exchange rebate until October, increasing the initial energy assessment rebate from \$60 to \$150, and incorporating the new EnerGuide rating to the Home Energy Assessment and Sustainable Development Checklist Incentives.

RECOMMENDATION

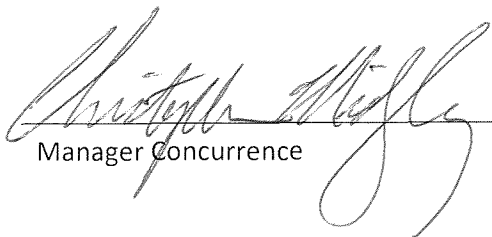
That the proposed 2014 Green Building Incentive Program be approved.



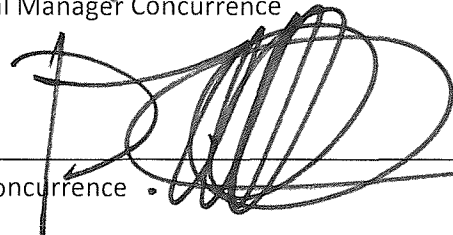
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

TO: Randy Alexander
General Manager, Regional and Community Utilities

DATE: March 4th, 2014

FROM: Mike Donnelly
Manager of Water & Utility Services

FILE: 5600-00

SUBJECT: Inter-Regional Education Initiative – Progress Report

PURPOSE

To update the Board on the progress of the Inter-Regional Education Initiative partnership activities.

BACKGROUND

In March of 2012, the Board endorsed the “Rainwater Management & Water Sustainability Inter-Regional Education Initiative promoted by the Partnership for Water Sustainability in BC (PWSBC). PWSBC is a non-profit society, incorporated in 2010, that is helping the province implement the province’s Living Water Smart and Green Communities initiatives.

The partnership between the PWSBC and Regional Districts along the east coast of Vancouver Island focuses on education, collaboration and sharing of ideas and experiences on water sustainability and rainwater management best practices. The Capital, Cowichan Valley, Comox Valley Regional District and, since the inception of this program, Metro Vancouver Regional District have all joined the partnership.

The main objectives of the partnership include;

- Advancing watershed sustainability and green infrastructure practices Vancouver Island wide.
- Linking activities among the regions so all areas can benefit from lessons learned.
- Increasing collaboration and alignment of efforts across boundaries.
- Sharing information and experiences.
- Promoting tools and opportunities for local governments and the development community to gain an understanding of why and how to integrate the site with the watershed and stream.
- Increasing effectiveness of decisions about the use and conservation of water assets.

The attached “Progress Report to Partners” provided by the PWSBC provides an overview of the activities to date under this program. The Regional District of Nanaimo has been involved in the development of the educational program and has benefitted from a presentation made by Metro Vancouver Regional District on the development of their Integrated Watershed Management plans.

There are five collaborative educational initiatives in the series with our region providing a session on April 29th of this year. This session will be focused on the development of partnerships as part of a collective approach to attaining goals and objectives.

The Initiative is beneficial in that it provides an opportunity to more fully understand the activities each region is undertaking to achieve watershed sustainability. It provides a forum for discussion and the development of concepts through discussion and participation. The initial session held in January and presented by Metro Vancouver was attended by staff members from Water & Utility Services, Waste Water Services and Current Planning.

ALTERNATIVES

1. Receive this report for information.
2. Do not receive this report.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this partnership outside of staff time for presentations and to attend educational sessions and associated travel time.

INTER-DEPARTMENTAL IMPLICATIONS

The development of watershed sustainability initiatives in our region will require the collaboration of a number of departments all of which will benefit from the educational and participatory activities under this program.

STRATEGIC PLAN IMPLICATIONS

The Board's Strategic Plan emphasizes the need for collaboration with other regional districts and levels of government for the effective management of water resources. Working together with Vancouver Island Regional Districts and the Metro Vancouver regional district on this educational initiative addresses that important goal.

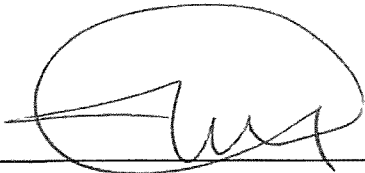
SUMMARY/CONCLUSIONS

The Inter-Regional Education Initiative introduced in 2012 has progressed as originally intended with educational initiatives being developed and delivered. The program provides for 5 inter-regional collaborative sessions one of which has already been held. The Regional District of Nanaimo will host the third session in the series on April 29th of this year which will focus on the importance of partnerships in attaining goals and objectives.

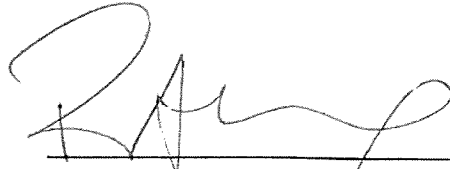
This initiative is very effective in providing current information on approaches to watershed sustainability. The forums provide a valuable inter departmental learning experience for staff that will assist in future development of initiatives and policy.

RECOMMENDATIONS

1. That Inter-Regional Education Initiative Partnership Progress Report be received for information.



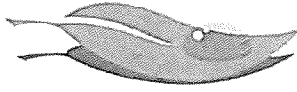
Report Writer



General Manager Concurrence



CAO Concurrence



PROGRESS REPORT TO PARTNERS	
DATE:	February 2014
TO:	Regional District of Nanaimo
FROM:	Kim A Stephens, M.Eng., P.Eng., Executive Director
RE:	INTER-REGIONAL COLLABORATION FOR WATERSHED SUSTAINABILITY

SCOPE:

The *Inter-Regional Education Initiative* supports implementation of integrated and watershed-based community planning processes on the east coast of Vancouver Island and in the Lower Mainland. A desired outcome of inter-regional collaboration is accelerated implementation of affordable and effective watershed sustainability and green infrastructure practices. The purpose of this progress report is to:

1. thank the Regional District of Nanaimo for its support of inter-regional collaboration;
2. inform the Regional District of Nanaimo about the scope of the 2014 Work Plan; and
3. foreshadow the 2014 deliverable and its anticipated application in the years ahead.

BACKGROUND:

In 2012, the Partnership for Water Sustainability in British Columbia asked the Boards of five regional districts – namely Capital, Cowichan Valley, Nanaimo, Comox Valley and Metro Vancouver – to endorse local government collaboration under the umbrella of the *Inter-Regional Education Initiative (IREI)*; and furthermore, to support a grant application to UBCM for a “Gas Tax Fund Capacity-Building Grant”.

The grant application was not successful. Nevertheless, the partners carried on and are now in Year 3 of inter-regional collaboration. The Province has provided funding for the Partnership’s facilitating role.

IMPLEMENTATION:

A goal of inter-regional collaboration is to help everyone go farther, more efficiently and effectively.

In 2012, each region hosted a ‘sharing and learning’ event to initiate the IREI program. Year 1 constituted the ‘proof-of-approach’ for aligning efforts and leveraging more with the same resources.

In 2013, a group of local government champions representing the five geographic regions convened as an inter-regional leadership team and committed to working together to achieve this goal: **Restore and/or protect stream and watershed health**. Alignment with provincial policies is a critical success factor.

In 2014, the partner regions are hosting a series of Inter-Regional Collaboration Sessions. This process aligns with each region’s priorities and individual work plans. Regions will be sharing and learning from each other. The deliverable is a workbook that may be used by local governments as a guidance document to adjust actions, inform watershed planning, and create a legacy (i.e. healthy watersheds and streams). To learn more, refer to ATTACHMENT #1 for details of the 2014 Work Plan.

Inter-Regional Collaboration in the Georgia Basin

Attachment #1 - Overview of 2014 Work Plan & Collaboration Deliverable

WHY	<ul style="list-style-type: none"> ▶ Watershed/stream health and rainwater/stormwater management are priorities for communities on the east coast of Vancouver Island and in the Lower Mainland region ▶ Communities have been struggling with the question of how best to move forward on the Watershed Health issue, particularly in light of a changing climate and financial drivers to provide higher levels-of-service at reduced levels-of-cost ▶ Inter-regional collaboration is helping each region understand what the other regions are doing, what works and what does not ▶ Collaboration will help everyone better deliver on regulatory requirements, especially for the watershed/rainwater component of Liquid Waste Management Plans (LWMPs)
WHAT	<ul style="list-style-type: none"> ▶ The collaborating regions view the Watershed Health issue through complementary lenses that together form a complete picture ▶ Each region has something unique to contribute to the mix: <ol style="list-style-type: none"> 1. Metro Vancouver – <i>watershed plan effectiveness</i> 2. Capital Region – <i>water quality assessment</i> 3. Nanaimo Region - <i>partnerships</i> 4. Cowichan Valley – <i>climate change adaptation</i> 5. Comox Valley – <i>sustainable service delivery</i> ▶ The inter-regional deliverable is a workbook on application of performance monitoring approaches that are affordable, effective and adaptive
SO WHAT	<ul style="list-style-type: none"> ▶ The vision is that collaboration would result in implementation of standards of practice that are affordable and effective in maintaining healthy watersheds and streams ▶ The mantra for inter-regional collaboration is framed in these terms: <i>Through sharing and learning, ensure that where we are going is indeed the right way</i>
NOW WHAT	<ul style="list-style-type: none"> ▶ Organize a series of Inter-Regional Collaboration Sessions: <ul style="list-style-type: none"> □ Springboard Session – January 23 (hosted by the Province in Victoria) □ Capital Region – March 28 (in Victoria) □ Nanaimo Region – April 29 (in Nanaimo) □ Cowichan Valley – May 27 (in Duncan) □ Comox Valley – week of June 23 (in Courtenay) ▶ At each regional session, inform and educate the local audience about necessary actions to fulfil regulatory objectives, commitments and requirements in the host region ▶ Compile the set of session outcomes in a workbook that provides guidance ▶ Report out in early 2015
THEN WHAT	<ul style="list-style-type: none"> ▶ The workbook would inform anyone involved in a watershed health monitoring process ▶ The workbook would be the starting point for sharing, learning and adapting over time ▶ The workbook may be used by local governments to adjust actions, inform community and watershed planning, and create a legacy (i.e. healthy watersheds & streams)

TO: Mike Donnelly
Manager of Water & Utility Services

DATE: February 28, 2014

FROM: Julie Pisani
Drinking Water & Watershed Protection Coordinator

FILE: 5600-07

SUBJECT: Update on the Community Watershed Monitoring Network

PURPOSE

To provide an update report on the Community Watershed Monitoring Network initiative under the Drinking Water and Watershed Protection program.

BACKGROUND

The Community Watershed Monitoring Network (CWMN) is a partnership between local volunteer stewardship groups, BC Ministry of Environment (MOE) and the RDN Drinking Water and Watershed Protection (DWWP) program. These groups came together starting in 2011 under the common goal of tracking water quality in the creeks, rivers and streams in our communities. Prior to this initiative, MOE had been performing surface water quality sampling on a limited basis within our region. This partnership has allowed data to be gathered from more watersheds and subwatersheds over a greater geographic range within our region than before. The data collected will allow the RDN to identify trends in water resources, conserve resources and support better land use decision making.

The partnership works as follows:

- The MOE provides training on how to use the monitoring equipment and how take the samples according to provincial standard, analysis and reporting on the data, and entry into provincial EMS database;
- The RDN DWWP provides and maintains the monitoring equipment (acquired with grant money in 2011), and is the lead on the administration / organization of the program;
- The stewardship groups (10 in total) volunteer their time to collect data from their local streams once per week for 5 weeks in the summer low-flow period (Aug – Sept) and one per week for 5 weeks during the fall-flush period (Oct-Nov);
- Island Timberlands contributed to this program by providing access to their land for certain monitoring sites, providing personal protective equipment for the volunteers and by covering the costs of the Quality Assurance / Quality Control lab analysis.

As of 2013, 51 sites in 17 watersheds within our region were monitored as a part of this program (see Appendix 1). Of the 10 volunteer stewardship groups that now participate in the program, 5 groups have been monitoring since 2011 and now have three years of data for their sample sites. This translates into 26 sites in 8 watersheds that have three years of data.

According to the MOE, trend analysis can only begin after a minimum of three-years of data has been collected. Analyzing trends over a three-year sample period, a) provides a consistent set of baseline

water quality data; b) identifies which streams exceeded water quality guidelines for any of the parameters measured – temperature, dissolved oxygen or turbidity – within the three year sample period; and c) points to where to direct more in-depth water monitoring and where to prioritize further studies and Integrated Watershed Management Plans.

The volunteer stewardship groups and the public were presented the data analysis by Rosie Barlak of the MOE on Thursday Feb. 13th, 2014 at the Parkville Community and Conference Centre. It was reported that 7 sites in 4 watersheds over the three-year period displayed multiple exceedances concerning temperature, turbidity and dissolved oxygen. This is qualified by the fact that many of the exceedances were slight and just marginally above guidelines. What these findings offer is direction on where to expand/ prioritize monitoring efforts. Actions that may come out of these results include:

- potential to include new monitoring point(s) upstream of the sites that displayed exceedances in turbidity an attempt to identify point of contamination;
- use the data and trends analysis to support application for grant funding for stream surveys, vegetation surveys, flow monitoring, to place the water quality data in the context of the stream environment;
- selectively choose to perform more detailed water quality analysis where both turbidity and dissolved oxygen are not meeting guidelines, as funding allows (i.e. full spectrum testing for metals, nitrates, coliforms etc.)

For the waterways that appear consistently healthy and did not display exceedances, maintaining ongoing monitoring is still very helpful to track water quality over time. However, in these waterways the number of sample sites could be reduced to achieve efficiency of resources if needed.

There are 25 sites that require at least another year of monitoring to reach the three year minimum.

ALTERNATIVES

1. Receive this report for information.
2. Do not receive this report.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

Funding for this initiative in 2013 totaled approx. \$4,500 plus staff time. The 2014 budgeted costs will total approx. \$7,000 plus staff time. The increase in budgeted costs reflects the provision for repair/replacement of equipment which was not budgeted for previously, and additionally includes QA/QC costs should Island Timberlands be unable to continue to financially support it this year (estimated at approx. \$2,000). The costs of this program are funded out of the current 2014 budget forecast.

The budgeted costs include:

- Provision for equipment repair/replacement
- Calibration solution
- QA/QC lab analysis costs
- Volunteer support (stipend for gas; venue & refreshment costs at training and results meetings; etc.)

STRATEGIC PLAN IMPLICATIONS

The Community Watershed Monitoring Network directly works towards goals under the RDN Board Strategic Plan:

- Help protect and enhance the biodiversity and overall health of the region’s ecosystems – by collecting data to direct and enable actions that protect the quality of our freshwater ecosystems and resources.
- Encourage regional collaboration and dialogue on topics affecting all residents – by collaborating with community stewardship groups and the provincial government to raise awareness about stream health.
- Ensure that human development and environmental systems are brought together in mutually supportive ways – by monitoring and reporting on whether our streams meet provincial water quality guidelines.
- Support volunteer opportunities for residents.


Monitoring water quality is highly important as it is one of the primary indicators of stream health. This data collection initiative helps to inform actions in our watersheds to further our understanding of local surface water bodies and prioritize efforts for their management. The data collected directly supports more effective land use decision making in the RDN.

SUMMARY/CONCLUSIONS

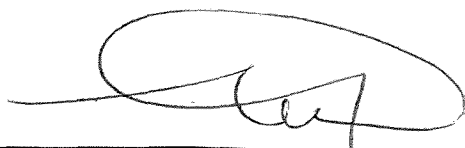
Ongoing data collection is essential to provide long term information on stream health. Continued monitoring of water quality helps direct efforts for stream enhancement/ watershed management and provides a baseline to assess future changes against. The Community Watershed Monitoring Network fosters collaboration amongst community stewardship groups, the provincial Ministry of Environment and the Regional District of Nanaimo, resulting in strong working relationships for the mutual benefit of all involved.

RECOMMENDATIONS


That the Board receives this report for information.




Report Writer

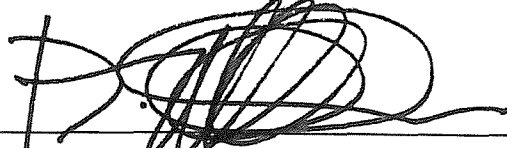


Manager Concurrence

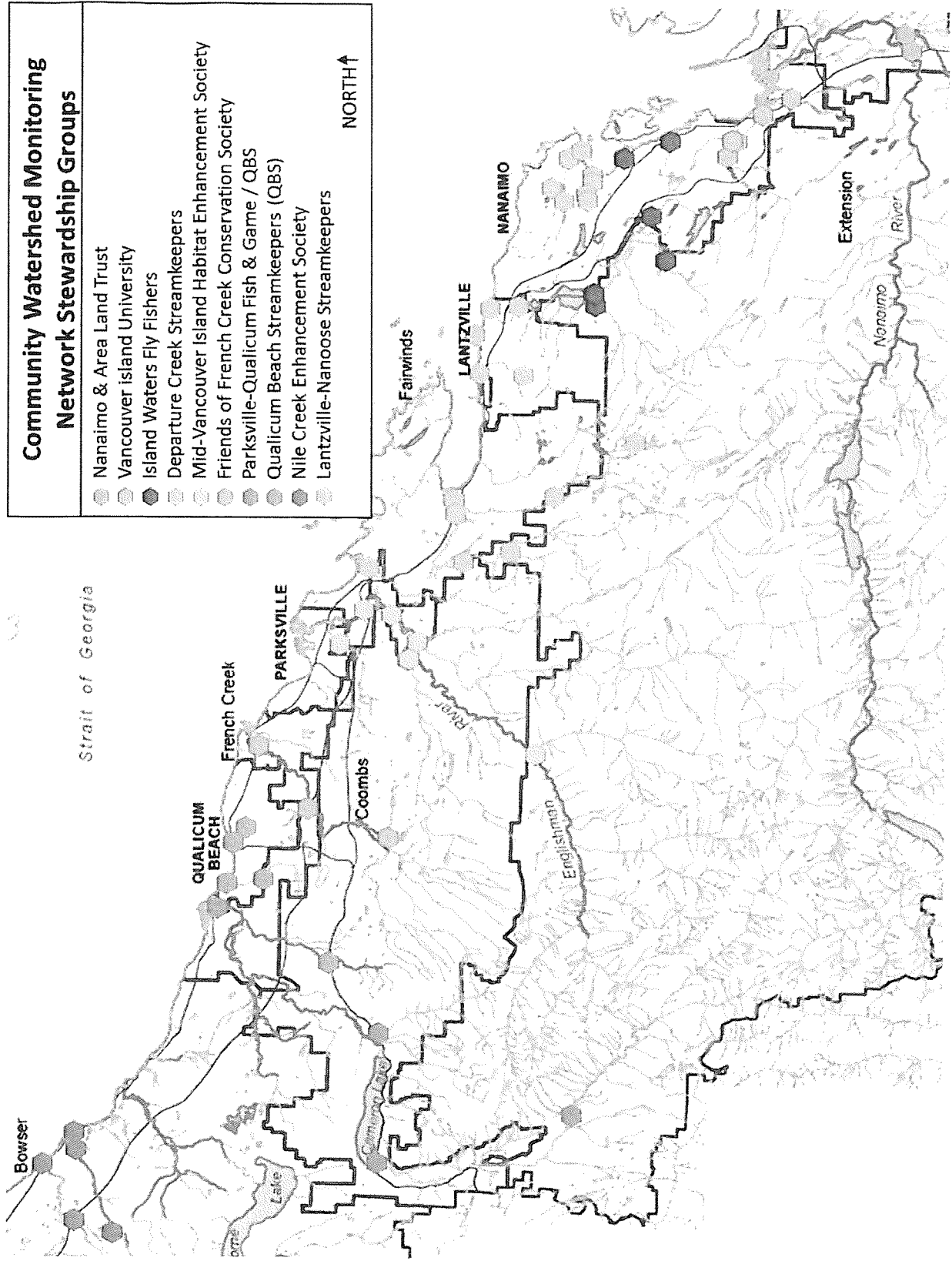


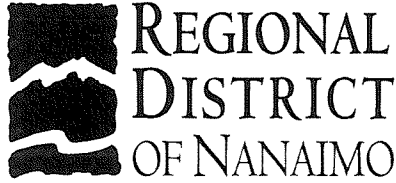
General Manager Concurrence





CAO Concurrence





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MEMORANDUM

TO: Wendy Marshall
Manager Parks Services

DATE: March 7, 2014

FROM: Kelsey Cramer
Parks Planner

FILE:

SUBJECT: E&N Trail: Coombs to Parksville to French Creek – Design Contract Award

PURPOSE

To award the contract for the project management and detailed design of the E&N Trail: Coombs to Parksville to French Creek.

BACKGROUND

In January 2014, the Regional District of Nanaimo was awarded \$2.6 million through the federal Gas Tax program for the design and development of 10 kilometres of E&N rail trail. The first phase of trail is planned to connect Parksville with Coombs and with French Creek.

A Request for Proposals was prepared to solicit proposals from qualified consultants for the project management and detailed design of the first phase of RDN Rail Trail. Detailed criteria for consultant selection were included within the RFP (attached).

The RFP indicated a budget of between \$170,000 and \$200,000 to include field survey work, environmental and other relevant studies, confirmation of trail route, detailed design, support for public consultation and permit applications, and the production of tender-ready drawings and cost-estimates for trail development.

The RFP was posted on Tuesday, February 4, 2014. Proposal submissions were due 3 weeks later on Wednesday, February 26, 2014. A total of nine (9) proposals were received and evaluated based on the attached criteria by an Evaluation Committee. The three-person Evaluation Committee was comprised of the RDN Manager of Parks Services, RDN Parks Planner, and RDN Project Engineer.

A summary of all submissions, including name of lead firm, proposed budget and evaluation score is attached.

The top two proponents were:

- Koers & Associates Engineering Ltd. \$ 184,748 47/50 points
- Golder Associates Ltd. \$ 199,973 46.5/50 points

Based on qualifications, local and recent experience, work plan and budget, staff recommend Koers & Associates be the successful proponent for this work. The competition between the top two firms was very close. Both received excellent reference reviews and both were available to clarify questions from

RDN staff in making the final decision. In a competition this close, the fee ultimately swayed the decision in favour of Koers & Associates.

The project start up meeting is planned for April 1, 2014.

ALTERNATIVES

1. Award a contract to Koers & Associates Engineering Ltd. for the project management and detailed design of the E&N Trail: Coombs to Parksville to French Creek for the contract price of \$ 184,748.
2. That the contract for the project management and detailed design of the E&N Trail: Coombs to Parksville to French Creek not be awarded to Koers & Associates Engineering Ltd. and alternative direction be provided.

FINANCIAL IMPLICATIONS

The total budget for the first phase of the E&N Trail: Coombs to Parksville to French Creek is \$2,600,000, funded through Gas Tax funds, and includes design services, construction services, construction contract, and contingency.

Project phases can be broken down as such:

Survey, Studies and Design Services	\$ 184,748
Tender & Construction Services	(cost based on hourly consultant rates)
Construction Contract	(cost to be determined through design process)
Permits and Fees	(\$2,500 allowance)
Project Contingency	(15-25% construction cost)

The RDN's 2009 Rail-with-Trail Feasibility study references \$300/m plus contingency as a ballpark figure to construct E&N rail trail (asphalt paving not assumed). Given this ballpark, the construction of 10km of rail trail could be in the order of 3,000,000 (plus contingency).

Koers & Associates' price for the detailed design of this project is \$184,748. The remainder of \$2,415,252 will be available to fund construction. Cost-savings will be considered throughout the design process in an attempt to ensure construction of the full 10km trail length. Phasing the development of the trail may be required if current funds are not adequate to accomplish the full length.

SUMMARY/CONCLUSIONS

A public Request for Proposals was completed on February 26, 2014 for the project management and detailed design of the first phase of the RDN's E&N Trail: Coombs to Parksville to French Creek. Of the nine proposals received, the Evaluation Committee deems Koers & Associates Engineering Ltd. the most suitable based on the evaluation criteria, for a value of \$184,748. Following Board review and approval, the project is scheduled to commence on April 1, 2014.

RECOMMENDATION

That the contract for the project management and detailed design of the E&N Trail: Coombs to Parksville to French Creek be awarded to Koers & Associates Engineering Ltd. for the contract price of \$184,748.

Kramer

Report Writer

Wendy Handorf

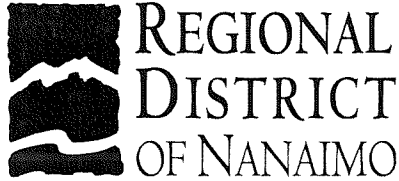
Manager Concurrence

X CAO Concurrence

CRITERIA	SCORE	NOTES
UNDERSTANDING		
Project scope and deliverables:	circle one	
- clearly understood and complete.	5	
- generally understood and complete.	2.5	
- unclear and/or incomplete.	0	
Client and consultant roles and responsibilities:	circle one	
- clearly understood and well defined.	5	
- generally understood and well defined.	2.5	
- poorly understood and not well defined.	0	
WORK PLAN		
Project tasks clearly identified; hours of work/personnel and hourly rates noted.	/5	
Project schedule in line with that presented in this RFP.	/2.5	
Correspondence with key parties (ICF/SR/Parksville/MoTI) indicated in timely, logical manner.	/2.5	
EXPERIENCE		
Local experience (Vancouver Island).	/1	
Recent experience (last 5 years).	/1	
Multi-use rail-with-trail design experience.	/5	
Other multi-use trail design experience.	/2	
Project management and communication skills strong.	/3	
Construction management /contract administration experience.	/3	
TEAM QUALIFICATIONS	circle one	
Key personnel have relevant experience and have worked together as a consulting team in the past.	5	
Key personnel have relevant experience but have not worked together in the past.	2.5	
Key personnel lack relevant experience.	0	
BUDGET	circle one	
\$170,000 to \$185,000	5	
\$185,000 to \$200,000	2.5	
Greater than \$200,000	0	
REFERENCES	circle one	
All references strong.	5	
Partial references strong.	2.5	
References poor or not provided.	0	
TOTAL	/50	CONSULTING FIRM NAME:

SUMMARY OF PROPOSAL SUBMISSIONS:

Lead Consulting Firm	Proposed Budget	Score /45 (without reference check)
Koers & Associates Engineering Ltd.	\$ 184,748	42
Golder Associates Ltd.	\$ 199,973	41.5
Delcan Corporation	\$ 184,995	40
Stantec Architecture Ltd.	\$ 199,999	38
McElhanney Consulting Services Ltd.	\$ 184,760	30.5
Highland Engineering and Surveying	\$ 183,217	28.5
Herold Engineering Ltd.	\$ 199,235	25
Onsite Engineering Ltd.	\$ 170,245	22
Strategic Natural Resource Consultants	\$ 183,720	21



RDN REPORT	
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MEMORANDUM

TO: Jeremy Holm
Manager, Current Planning

DATE: March 14, 2014

FROM: Tyler J. Brown
Planner

FILE: PL2013-089

SUBJECT: Zoning Amendment Application No. PL2013-089 – Robert and Gigi Obradovic
Bylaw 500.390 – Third Reading
Lot C, Section 15, Range 3, Mountain District, Plan VIP68636 – 3389 Jingle Pot Road
Electoral Area 'C'

PURPOSE

To receive the report summarizing the minutes and submissions received at the Public Hearing held on March 12, 2014, and to consider Amendment Bylaw No. 500.390, 2013, for third reading.

BACKGROUND

Amendment Bylaw No. 500.390 (see Attachment 1) was introduced and given first and second reading on January 28, 2014. This was followed by a Public Hearing held on March 12, 2014. The summary of the minutes and submissions is attached for the Board’s consideration (see Attachment 2). Following the close of the Public Hearing no further submissions or comments related to the proposed bylaw amendment can be accepted by members of the Board, as established by provincial case law. Having received the minutes of the Public Hearing eligible Board members may vote on the Bylaw.

The proposed amendment bylaw would rezone the property from Rural 1 Zone (RU1), Subdivision District ‘D’ (2.0 ha minimum parcel size) to Rural 1 Zone, Subdivision District ‘F’ (1.0 ha minimum parcel size) (see Attachment 3 – Subject Property Map). The requested amendment would permit a proposed two lot subdivision pursuant to “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”. The proposed lots would be approximately 1.0 ha in area and would be limited to one dwelling unit per parcel (see Attachment 4 for Proposed Subdivision Plan).

ALTERNATIVES

1. To receive the report of the Public Hearing and give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013”.
2. To receive the report of the Public Hearing and deny “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013”.

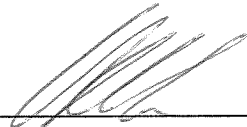
SUMMARY/CONCLUSIONS

The applicant proposes to rezone the subject property from Rural 1 Zone (RU1), Subdivision District ‘D’ to Rural 1 Zone, Subdivision District ‘F’ in order to permit a subdivision of the property into two lots. The proposed development is consistent with the OCP policies. The proposed lot sizes will provide adequate

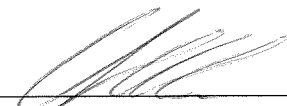
site area for the intended use and subdivision. The amendment bylaw was introduced and given first and second reading on January 28, 2014, and proceeded to Public Hearing on March 12, 2014. The requirements set out in the Conditions of Approval (see Attachment 5) are to be addressed by the applicant prior to the Board's consideration of the Bylaw for adoption. Given that the proposed amendment is consistent with the OCP and the applicant has submitted a preliminary hydrogeological assessment, staff recommend that Bylaw No. 500.390, 2013, be considered for third reading.

RECOMMENDATIONS


1. That the report of the Public Hearing held on March 12, 2014, on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013" be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013" be read a third time.

for


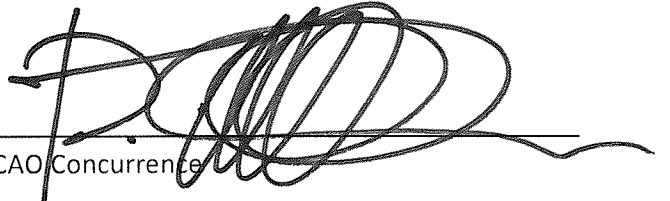
Report Writer



Manager Concurrence



A/General Manager Concurrence



CAO Concurrence

Attachment 1

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 500.390

A Bylaw to Amend "Regional District of Nanaimo
Land Use and Subdivision Bylaw No. 500, 1987"

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

- A. This Bylaw may be cited as "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013".
- B. "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987", is hereby amended as follows:

By rezoning the lands as shown on the attached Schedule '1' and legally described as:

Lot C, Section 15, Range 3, Mountain District, Plan VIP68636

from Rural 1 Zone, Subdivision District 'D' to Rural 1 Zone, Subdivision District 'F'.

Introduced and read two times this 28th day of January 2014

Public Hearing held this 12th day of March 2014

Read a third time this ___ day of _____ 20__

Adopted this ___ day of _____ 20__

Chairperson

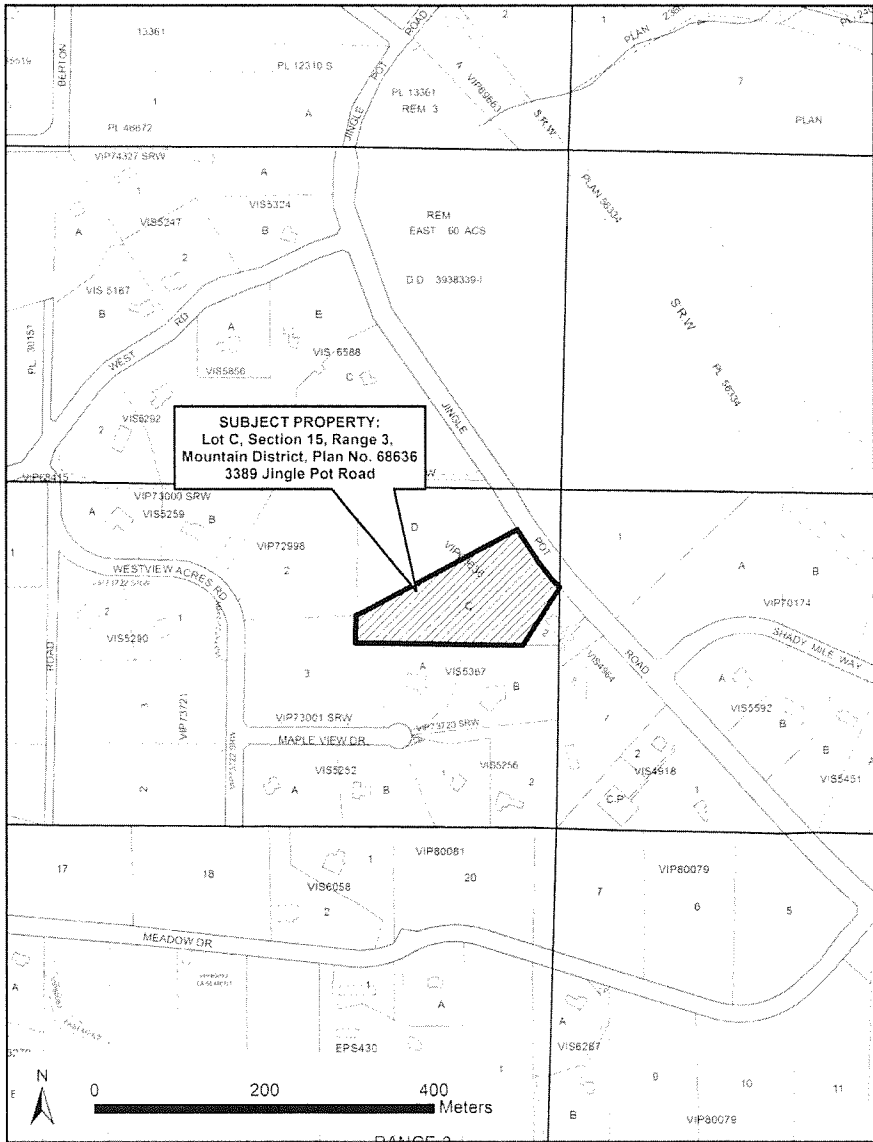
Corporate Officer

Schedule '1' to accompany "Regional District of Nanaimo and Land Use Subdivision Amendment Bylaw No. 500.390, 2013."

Chairperson

Corporate Officer

Schedule 1



Attachment 2

**Summary of the Public Hearing
Held at Mountain View Elementary School, 2480 E. Wellington Road
March 12, 2014 at 7:00 pm**

**To Consider Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision
Amendment Bylaw No. 500.390, 2013**

Summary of Minutes and Submissions

Note: That these minutes are not a verbatim recording of the proceedings, but summarize the comments of those in attendance at the Public Hearing.

PRESENT:

Maureen Young	Chairperson, RDN
Tyler Brown	Planner, RDN
Jeremy Holm	Manager, Current Planning, RDN
Robert Obradovic	Applicant Representation
Gigi Obradovic	Applicant Representation

Eleven members of the public attended the meeting.

The Chairperson called the hearing to order at 7:00 pm, introduced those present and outlined the procedures to be followed during the Public Hearing.

The Planner provided an explanation of the proposed amendment bylaw.

The Chairperson called for formal submissions with respect to Amendment Bylaw No. 500.390, 2013.

Dennis Shaw, 3508 Vera Way, expressed his full support for the application.

Rod Milner, 3311 Westview Acres, expressed support for the application as others in the area have created similar sized lots.

Lois Shaw, 3508 Vera Way, stated his support for the applicant's proposal.

Elliot Shaw, 3531 Vera Way, expressed his full support for the proposal.

Steve Jessen, 3051 West Road, stated his belief that the application should be approved.

Nadine Shaw, 3531 Vera Way, expressed her support for the proposal.

No written submissions were received.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

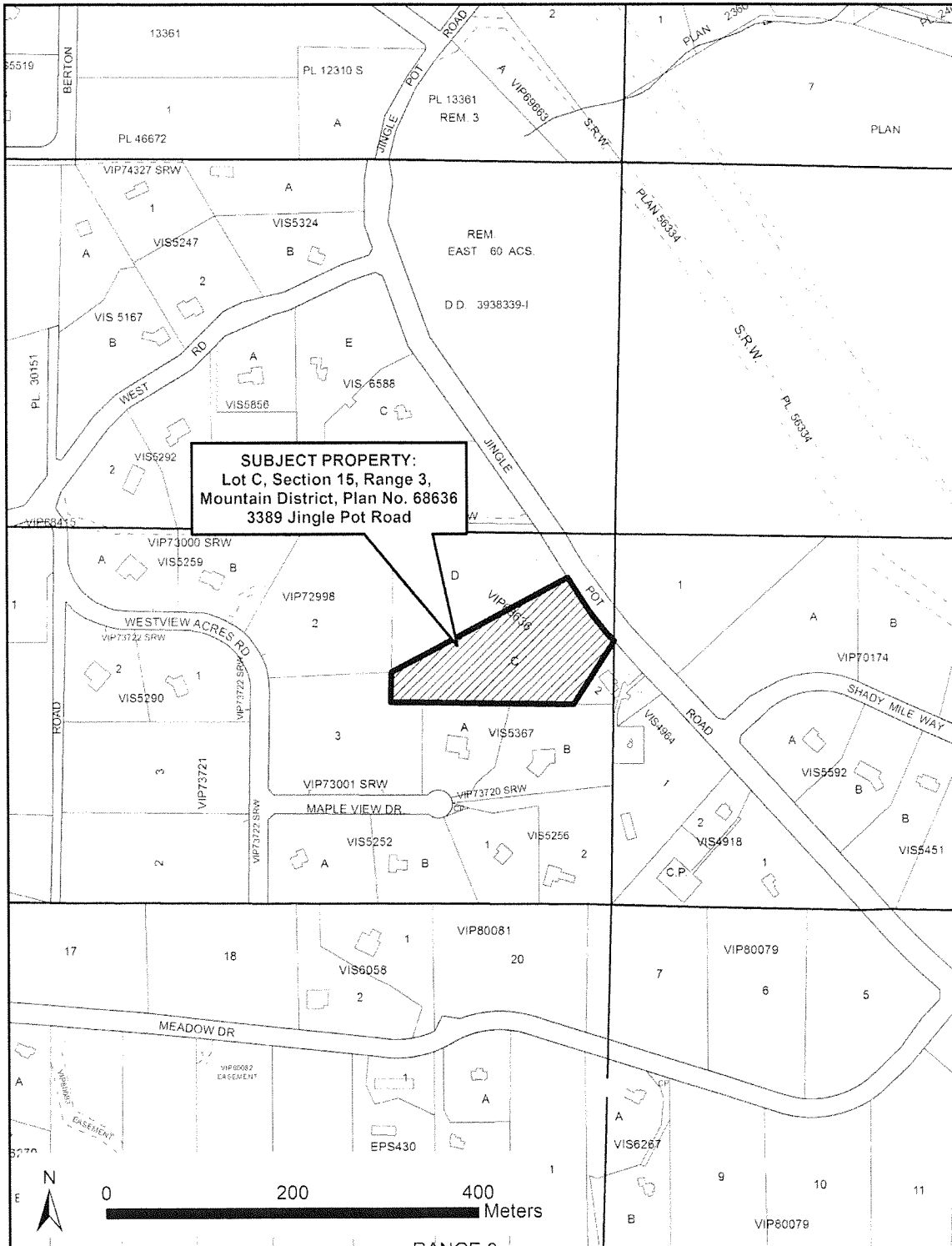
There being no further submissions, the Chairperson adjourned the hearing at 7:10 pm.

Certified true and accurate this 13th day of March, 2014.

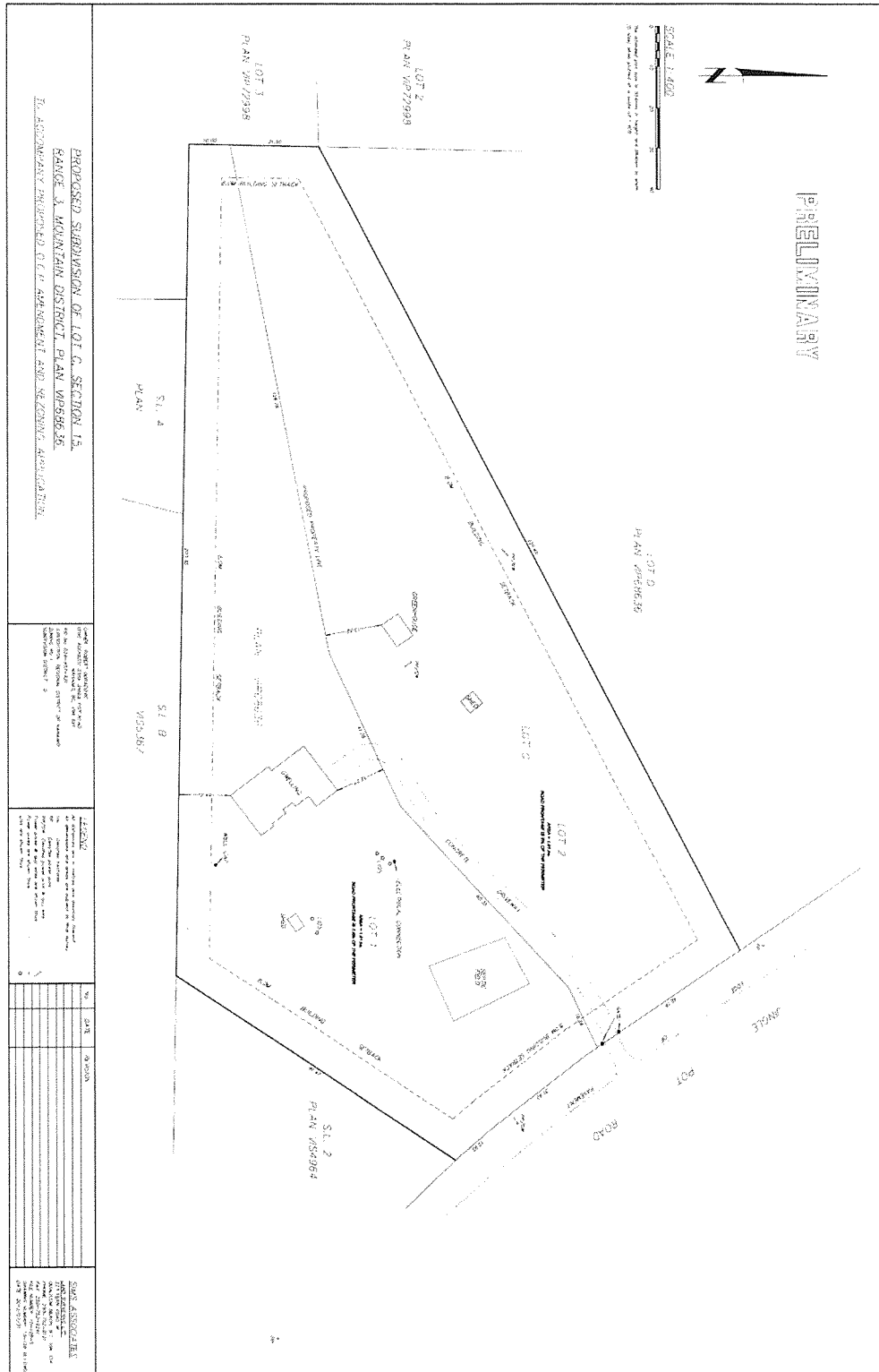
for 

Tyler J. Brown
Recording Secretary

Attachment 3
Location of Subject Property



Attachment 4 Proposed Subdivision Plan

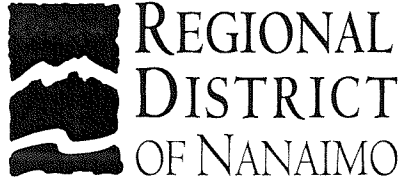


**Attachment 5
Conditions of Approval**

The following is required prior to the "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.390, 2013" being considered for adoption:

Conditions of Approval

1. The applicant shall register a Section 219 restrictive covenant prohibiting the further subdivision of all new parcels greater than 1.0 ha in area.
2. The applicant shall register a Section 219 restrictive covenant requiring that wells be constructed and tested for each new parcel, and a report is to be submitted to the RDN, prior to the final approval of subdivision.



RDN REPORT		###
CAO APPROVAL		
EAP		
COW		
MAR 19 2014		
RHD		
BOARD	✓	

MEMORANDUM

TO: Jeremy Holm
Manager, Current Planning

DATE: March 18, 2013

FROM: Tyler J. Brown
Planner

FILE: PL2013-114

SUBJECT: Zoning Amendment Application No. PL2013-114 – Fern Road Consulting Ltd./Springhill Holdings Ltd.
1285.20, 2014 – Adoption
Lot B, District Lot 103, Nanoose District, Plan EPP9445
Electoral Area 'F'

PURPOSE

To consider “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014” for adoption.

BACKGROUND

The proposed Amendment Bylaw No. 1285.20 (see Attachment 1) was introduced and given first and second reading on January 28, 2014. A Public Hearing was held on February 12, 2014, and the Bylaw received third reading on February 25, 2014. The Ministry of Transportation and Infrastructure approved the Bylaw on March 13, 2014. Following the close of a Public Hearing no further submissions or comments related to the proposed bylaw amendment can be accepted by members of the Board, as established by provincial case law. Having received the minutes of the Public Hearing eligible Board members may vote on the Bylaw.

As conditions of rezoning approval, and prior to the adoption of the Bylaw, the applicant was required to obtain source approval for domestic water use from the Vancouver Island Health Authority, obtain all necessary building permits for existing structures, and register a Section 219 covenant containing a stormwater management plan with well protection. The applicant has satisfied the conditions of approval. As such, the Bylaw is presented to the Board for consideration of adoption.

ALTERNATIVES

1. To adopt “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014”
2. To not approve the Bylaw and provide alternate direction.


SUMMARY/CONCLUSIONS

The purpose of Amendment Bylaw No. 1285.20, 2014 is to rezone the subject property to permit a go-cart race track with accessory food concession along with the currently permitted industrial uses. A new CD-19 zone has been drafted to accommodate the proposed go-cart race track use and accessory food concession. The applicant has demonstrated that there is adequate site area and sufficient well water supply for the proposed uses. Moreover, the applicant has submitted a stormwater management report which concludes that surface water can be managed within the property. The amendment bylaw was introduced and given first and second reading on January 28, 2014, and proceeded to Public Hearing on February 12, 2014. The Bylaw received third reading on February 25, 2014.


The Bylaw was approved by the Ministry of Transportation and Infrastructure on March 12, 2014. The covenant containing the stormwater management plan was registered in the Victoria Land Title Office under pending registration number CA3636746 on March 18, 2014. Given that the applicant has addressed the Conditions of Approval, staff recommends that the Board adopt Amendment Bylaw No. 1285.20, 2014.

RECOMMENDATION

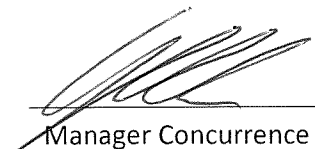
That the "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014" be adopted.



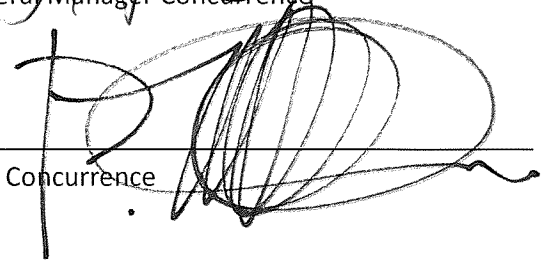
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

Attachment 1

REGIONAL DISTRICT OF NANAIMO BYLAW NO. 1285.20

A Bylaw to Amend Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002

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

- A. This Bylaw may be cited as "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014".
- B. "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", is hereby amended as follows:

1. Under SECTION 4 – ZONES, Comprehensive Development Zones by adding the following zoning classification and corresponding short title after Section 4.41 CD-18 Alberni Highway Mini- Storage

Section 4.42, CD-19 Springhill Road

2. By adding Section 4.42, (CD-19 Springhill Road) as shown on Schedule '1' which is attached to and forms part of this Bylaw.
3. By rezoning the lands shown on the attached Schedule '2' and legally described as Lot B, District Lot 103, Nanoose District, Plan EPP9445 from Industrial 1 (I-1) to CD-19 Springhill Road.
4. Under SECTION 5 – DEFINITIONS by adding the following definitions in alphabetical order:

"Accessory Food Concession means an eating establishment, accessory to a principal commercial use, providing for the sale of prepared foods and non-alcoholic beverages which are ready for consumption and are to be consumed on the premises.

Go-Cart Race Track means the use of lands, buildings and structures for the controlled racing of motorized go-carts on a dedicated track."

Introduced and read two times this 28th day of January, 2014.

Public Hearing held this 12th day of February, 2014.

Read a third time this 25th day of February 2014.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this 12th day of March, 2014.

Adopted this ___ day of _____ 2014.

Chairperson

Corporate Officer

Schedule '1' to accompany "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014".

Chairperson

Corporate Officer

Schedule '1'

**CD-19 Springhill Road
Section 4.42**

4.42.1 Permitted Principal Uses

- | | |
|-------------------------|---|
| a) Commercial Card Lock | i) Transportation/Trans-shipment Terminal |
| b) Dwelling Unit | j) Value Added Lumber Remanufacturing |
| c) Equipment Rental | k) Heliport |
| d) Log Home Building | l) Warehousing/Wholesaling |
| e) Product Assembly | m) Mini-storage |
| f) Marshalling Yard | n) Go-Cart Race Track |
| g) Outdoor Sales | |
| h) Service and Repair | |

4.42.2 Permitted Accessory Uses

- a) Accessory Outdoor Storage
- b) Accessory Building and Structures
- c) Accessory Office and Retail Sales
- d) Accessory Food Concession

4.42.3 Regulations Table

Categories	Requirements
a) Maximum Density	1 Dwelling Unit Per lot
b) Minimum Lot Size	2 ha
c) Minimum Lot Frontage	30 metres
d) Maximum Lot Coverage	
i. First 1 ha of Lot with	30%
ii. Remainder of Lot Greater than 1 ha	5%
e) Maximum Building and Structure Height	15 metres
f) Minimum Setback from:	
i) Front and Exterior Side Lot Lines	4.5 metres
ii) All Other Lot Lines	2 metres
g) Minimum Setback from Watercourses	As outlined in Section 2.10
h) Runoff Control Standards	As outlined in Section 2.5

i) General Land Use Regulations	Refer to Section 2 - General Regulations
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4.42.4 Regulations

- a) All principal and accessory uses, buildings and structures on lots adjacent to the Vancouver Island Highway No. 19 shall be located a minimum of 30 metres from the Vancouver Island Highway No. 19 right-of-way.
- b) Indoor seating associated with Accessory Food Concession shall not exceed 20 seats.

Schedule '2' to accompany "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.20, 2014"

Chairperson

Corporate Officer

Schedule '2'

