

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, APRIL 28, 2015 AT 7:01 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	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
L. Gardner	A/Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

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

DELEGATIONS

Paul Manly and Captain Trevor Greene, re Declaration Respecting People's Right to Live in a Healthy Environment.

Paul Manly and Captain Trevor Greene asked the Board to make a declaration respecting people's right to live in a healthy environment, expressed their views of the importance of the declaration, and urged the Board to support the initiative.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, March 24, 2015.

- 15-317 MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Regular Board meeting held Tuesday, March 24, 2015, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

UBCM, re Progress Payment (SWPI-132: Englishman River Operational Treatment, 2011).

- 15-318 MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from the Union of BC Municipalities regarding Progress Payment (SWPI-132: Englishman River Operational Treatment, 2011) be received.

CARRIED

Coralee Oakes, Minister of Community, Sport and Cultural Development, re Unconditional Grant Funding Letter.

- 15-319 MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Coralee Oakes, Minister of Community, Sport and Cultural Development, regarding the unconditional grant funding letter be received.

CARRIED

Leonard Eugene Krog, MLA, re Rail Trail Expansion through Nob Hill and Other South End Neighbourhoods.

- 15-320 MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Leonard Eugene Krog, Member of the Legislative Assembly, regarding the Rail Trail expansion through Nob Hill and other south end neighbourhoods be received.

CARRIED

Ted Malyk, re Development Variance Permit Application No. PL2015-020 – 403 & 395 Lowry's Road, Electoral Area 'G'.

- 15-321 MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Ted Malyk regarding Development Variance Permit Application No. PL2015-020 – 403 & 395 Lowry's Road be received.

CARRIED

UNFINISHED BUSINESS

BYLAW ADOPTION

Bylaw No. 1655.03 – Water User Rate Amendments 2015.

- 15-322 MOVED Director Rogers, SECONDED Director McPherson, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.03, 2015" be adopted.

CARRIED

Westurne Heights Water Service Area – Establishment Bylaw and Associated Loan Authorization and Security Issuing Bylaws.

- 15-323 MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Establishment Bylaw No. 1718, 2014" be adopted.

CARRIED

- 15-324 MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Loan Authorization Bylaw No. 1719, 2014" be adopted.

CARRIED

- 15-325 MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Security Issuing Bylaw No. 1720, 2014" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, April 14, 2015.

- 15-326 MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, April 14, 2015, be received for information.

CARRIED

DEVELOPMENT PERMIT APPLICATION

Development Permit Application No. PL2015-035 – 902 Barclay Crescent South, Electoral Area 'G'.

- 15-327 MOVED Director Veenhof, SECONDED Director Fell, that Development Permit No. PL2015-035 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATION

Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area 'H'.

- 15-328 MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-028 be referred back to Regional District of Nanaimo staff.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2015-020 – 403 & 395 Lowry's Road, Electoral Area 'G'.

- 15-329 MOVED Director Veenhof, SECONDED Director Rogers, that Development Variance Permit No. PL2015-020 to reduce the required setback for buildings housing livestock from 30.0 metres to 24.0 metres be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

Development Variance Permit Application No. PL2015-013 – 1005 Coldwater Road, Electoral Area 'G'.

- 15-330 MOVED Director Veenhof, SECONDED Director Rogers, that Development Variance Permit No. PL2015-013 to reduce the north westerly side yard setback from 8.0 metres to 2.0 metres to permit the construction of an accessory building be approved.

CARRIED

Development Variance Permit Application No. PL2015-030 – 85 Blackbeard Drive, Electoral Area 'H'.

- 15-331 MOVED Director Veenhof, SECONDED Director Fell, that Development Variance Permit No. PL2015-030 to reduce the setback from the watercourse on the subject property from 18.0 metres from the stream centre line to 10.0 metres from the present natural boundary be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

Development Variance Permit Application No. PL2015-034 and Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement Subdivision Application No. PL2014-134 – 3389 Jingle Pot Road, Electoral Area 'C'.

- 15-332 MOVED Director Young, SECONDED Director McPherson, that Development Variance Permit No. PL2015-034 to increase the permitted parcel depth for proposed Lot 1 from 40% to 43% of the length of the perimeter of the parcel and for proposed Lot 2 from 40% to 44% of the length of the perimeter of the parcel be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

- 15-333 MOVED Director Young, SECONDED Director McPherson, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 1 and proposed Lot 2 in relation to subdivision application PL2014-134 be approved.

CARRIED

ZONING AMENDMENT APPLICATIONS

Zoning Amendment Application No. PL2014-087 – Horne Lake Road and Inland Island Highway, Electoral Area 'H' – Amendment Bylaw 500.398 – 1st and 2nd Reading.

- 15-334 MOVED Director Veenhof, SECONDED Director Young, that the Summary of the Public Information Meeting held on January 26, 2015, be received.

CARRIED

- 15-335 MOVED Director Veenhof, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Bylaw No. 500.398, 2015, being considered for adoption.

CARRIED

15-336 MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015", be introduced and read two times.

CARRIED

15-337 MOVED Director Veenhof, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015", be chaired by Director Veenhof or his alternate.

CARRIED

Zoning Amendment Application No. PL2015-021 – 2790/2800 Benson View Road, Electoral Area ‘C’ – Amendment Bylaw 500.399 – 1st and 2nd Reading.

15-338 MOVED Director Young, SECONDED Director McPherson, that the Summary of the Public Information Meeting held on March 26, 2015, be received.

CARRIED

15-339 MOVED Director Young, SECONDED Director McPherson, that the conditions set out in Attachment 2 of the staff report be completed prior to Bylaw No. 500.399 being considered for adoption.

CARRIED

15-340 MOVED Director Young, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.399, 2015", be introduced and read two times.

CARRIED

15-341 MOVED Director Young, SECONDED Director McPherson, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.399, 2015", be chaired by Director Maureen Young or her alternate.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, April 14, 2015.

15-342 MOVED Director Lefebvre, SECONDED Director Thorpe, that the minutes of the Committee of the Whole meeting held Tuesday, April 14, 2015, be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Ken Cossey, Snuneymuxw First Nation, re Appointment to the Liquid Waste Management Plan Monitoring Committee.

15-343 MOVED Director Houle, SECONDED Director Young, that the correspondence received from Ken Cossey, Snuneymuxw First Nation, regarding appointment to the Liquid Waste Management Plan Monitoring Committee be received.

CARRIED

Laurie Gourlay, Vancouver Island & Coast Conservation Society, re World Water Day Request re Cassidy Aquifer.

15-344 MOVED Director Houle, SECONDED Director Young, that the correspondence received from Laurie Gourlay, Vancouver Island & Coast Conservation Society, regarding the World Water Day request regarding the Cassidy Aquifer be received.

CARRIED

Gary Fribance, Third Crossing Society, re Request for Letter of Support in Principle.

- 15-345 MOVED Director Houle, SECONDED Director Young, that the correspondence received from Gary Fribance, Third Crossing Society, regarding a request for a letter of support in principle be received.
- CARRIED

Norman Abbey, Neighbours of Nob Hill Society, re Support for the Rail Trail Extension.

- 15-346 MOVED Director Houle, SECONDED Director Young, that the correspondence received from Norman Abbey, Neighbours of Nob Hill Society, regarding support for the Rail Trail extension be received.
- CARRIED

UBCM, re Rural Advisory Council Announced.

- 15-347 MOVED Director Houle, SECONDED Director Young, that the correspondence received from the Union of BC Municipalities regarding the Province's new Rural Advisory Council be received.

UBCM, re Deadline Approaching for Urban Deer Recommendations.

- 15-348 MOVED Director Houle, SECONDED Director Young, that the correspondence received from the Union of BC Municipalities regarding the deadline approaching for urban deer recommendations be received.
- CARRIED

FINANCE

2015 Gas Tax Transfer and Community Works Fund Project Update.

- 15-349 MOVED Director Pratt, SECONDED Director Rogers, that the report on the renewed Gas Tax Funding Program and on the use of Community Works Funds in 2014 be received for information.
- CARRIED
- 15-350 MOVED Director Veenhof, SECONDED Director Houle, that the 2015 and future Community Works Funds program attached as Schedules A and B be approved and that staff be authorized to continue work on the projects as needed.
- CARRIED

REGIONAL AND COMMUNITIES UTILITIES

WASTEWATER

French Creek Pollution Control Center Trickling Filter Roof Replacement Project Award.

- 15-351 MOVED Director Lefebvre, SECONDED Director Westbroek, that the Board award the French Creek Pollution Control Center Trickling Filter Roof Replacement Project to Island West Coast Developments for \$574,302.
- CARRIED
- 15-352 MOVED Director Lefebvre, SECONDED Director Westbroek, that the Board award the engineering services for the French Creek Pollution Control Center Trickling Filter Roof Replacement Project to AECOM for \$25,000.
- CARRIED

SepticSmart Education Program Progress Report.

- 15-353 MOVED Director Veenhof, SECONDED Director Thorpe, that the Board receive the report for information.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

ENERGY AND SUSTAINABILITY

Community Works Fund Contribution – Arrowsmith Agricultural Association.

- 15-354 MOVED Director Fell, SECONDED Director Rogers, that the Board supports the use of Community Works Funds allocated to Regional District of Nanaimo Electoral Area 'F' to contribute to a proposed new on-site wastewater treatment system for Arrowsmith Hall.

CARRIED

- 15-355 MOVED Director Fell, SECONDED Director Haime, that the Board direct staff to draft and execute a Contribution Agreement between the Arrowsmith Agricultural Association and the Regional District of Nanaimo to provide up to \$15,000 in Community Works Funds toward eligible costs for a proposed new on-site wastewater treatment system for Arrowsmith Hall.

CARRIED

ADVISORY AND SELECT COMMITTEE, AND COMMISSION

Agricultural Advisory Committee.

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

- 15-356 MOVED Director Pratt, SECONDED Director Haime, that the minutes of the Agricultural Advisory Committee meeting held Friday, March 27, 2015, be received for information.

CARRIED

District 69 Recreation Commission.

Minutes of the District 69 Recreation Commission meeting held Thursday, March 19, 2015.

- 15-357 MOVED Director Veenhof, SECONDED Director Pratt, that the minutes of the District 69 Recreation Commission meeting held Thursday, March 19, 2015, be received for information.

CARRIED

Grant Approvals.

- 15-358 MOVED Director Veenhof, SECONDED Director Westbroek, that the following District 69 Youth Recreation Grant applications be approved:

893 Beaufort Squadron - training activities	\$2,500
Ballenas Secondary School - Dry Grad	\$1,200
Errington War Memorial Hall Association - Intercultural Music Project	\$1,100
The Nature Trust of BC - Brant Wildlife Festival/Youth Photo Exhibit	\$700
Oceanside Minor Lacrosse Association - Shark Attack Tournament	\$2,500

CARRIED

- 15-359 MOVED Director Veenhof, SECONDED Director Westbroek, that the following District 69 Community Recreation Grant applications be approved:

Arrowsmith Community Recreation Association - Coombs Community Picnic	\$529
Corcan Meadowood Residents Association - Canada Day event	\$2,350
Errington Elementary School PAC - grade 3 swim program	\$2,500
Errington Elementary School - Tribune Bay subsidies for low-income families	\$2,500
Errington Therapeutic Riding Association - program expenses, horses, arena, and insurance	\$1,000
Oceanside Elementary School PAC - new playground construction	\$2,500
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,500

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Urban Deer Recommendations.

- 15-360 MOVED Director Veenhof, SECONDED Director Lefebvre, that staff write a letter to the Union of BC Municipalities providing the Board's comments regarding the draft urban deer recommendations as outlined in Director Veenhof's email.

CARRIED

NEW BUSINESS

Board Procedure Bylaw.

- 15-361 MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to schedule an Executive Committee meeting for the purposes of reviewing the existing Board Procedure Bylaw and that the Executive Committee work to develop options for amendments to the Bylaw for consideration by the Board.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Solid Waste Management Select Committee.

Minutes of the Solid Waste Management Select Committee meeting held Wednesday, March 11, 2015.

- 15-362 MOVED Director Kipp, SECONDED Director Houle, that the minutes of the Solid Waste Management Select Committee meeting held Wednesday, March 11, 2015, be received for information.

CARRIED

Minutes of the Solid Waste Management Select Committee meeting held Thursday, April 2, 2015.

- 15-363 MOVED Director McPherson, SECONDED Director Kipp, that the minutes of the Solid Waste Management Select Committee meeting held Thursday, April 2, 2015, be received for information.

CARRIED

Authority to Regulate Municipal Solid Waste.

- 15-364 MOVED Director Pratt, SECONDED Director McKay, that the Authority to Regulate Municipal Solid Waste report be received.

CARRIED

Disposal Facility Future Cost Projections.

- 15-365 MOVED Director McKay, SECONDED Director McPherson, that the Disposal Facility Future Cost Projections report be received.

CARRIED

Englishman River Water Service.

Minutes of the Englishman River Water Service Management Board meeting held Friday, March 13, 2015.

- 15-366 MOVED Director Lefebvre, SECONDED Director Pratt, that the minutes of the Englishman River Water Service Management Board meeting held Friday, March 13, 2015, be received for information.

CARRIED

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

Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, March 16, 2015.

- 15-367 MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, March 16, 2015, be received for information.

CARRIED

Huxley Park Master Plan Report.

- 15-368 MOVED Director Houle, SECONDED Director Veenhof, that the Huxley Park Master Plan be received as a guiding document for long term park development.

CARRIED

- 15-369 MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to commence the detailed concept plan and costing for the Skate Park and Flow Trail elements at Huxley Park.

CARRIED

ADMINISTRATOR'S REPORTS

Landfill Tip Fee Analysis.

- 15-370 MOVED Director Veenhof, SECONDED Director Fell, to continue with the status quo: leave the tip fees at current rates and continue to monitor out-of-region waste disposal trends.

CARRIED

OCP and Zoning Amendment Applications No. PL2014-095 & PL2014-098 – 2930 Trans Canada Highway – Electoral Area 'A' – Amendment Bylaws 1620.03 and 500.397 – Third Reading.

- 15-371 MOVED Director McPherson, SECONDED Director Young, that the report of the Public Hearing held on April 20, 2015 for "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" and "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be received.

CARRIED

- 15-372 MOVED Director McPherson, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be read a third time.

CARRIED

- 15-373 MOVED Director McPherson, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be read a third time.

CARRIED

Licence Renewal for the Upper Half of the Arrowsmith CPR Regional Trail on Island Timberlands Property.

- 15-374 MOVED Director Young, SECONDED Director McPherson, that the 2015-2017 licence renewal agreement with Island Timberlands for the purpose of continuing the operation of the Arrowsmith Canadian Pacific Railway Regional Trail be accepted and executed.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR CORRESPONDENCE

Declaration Respecting People's Right to Live in a Healthy Environment.

- 15-375 MOVED Director Kipp, SECONDED Director Houle, that the Blue Dot declaration be referred to the Sustainability Select Committee to review and report on the existing accomplishments and impacts of the declaration on future planning, sustainability, and economy.

CARRIED

NEW BUSINESS

Regional Solid Waste Advisory Committee.

- 15-376 MOVED Director McPherson, SECONDED Director Haime, that resignations from the Regional Solid Waste Advisory Committee by Kevin Arnold and Brian Dietrich be received, and that staff be directed to seek new applications for vacant positions on the Committee from stakeholder groups and recent applicants.

CARRIED

Board Seminar on Solid Waste Disposal Issues.

- 15-377 MOVED Director Veenhof, SECONDED Director Hong, that staff be directed to hold a Board seminar on solid waste disposal issues, and that staff and councilors from Regional District member municipalities be invited to attend.

CARRIED

IN CAMERA

- 15-378 MOVED Director Houle, SECONDED Director Veenhof, that pursuant to Sections 90(1) (c), and (f) of the *Community Charter* the Board proceed to an In Camera Meeting for discussions related to labour relations, and law enforcement.

CARRIED

TIME: 8:29 PM

ADJOURNMENT

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

CARRIED

TIME: 9:10 PM

CHAIRPERSON

CORPORATE OFFICER