

**REGIONAL DISTRICT OF NANAIMO**

**COMMITTEE OF THE WHOLE**

**TUESDAY, MARCH 8, 2016**

**7:10 PM**

*(RDN Board Chambers)*

**SEPARATE ENCLOSURE**

**PAGES**

1-65      **Appendix A – Board Motion Follow-up List** (for report on pages 17-19 of the Regular Committee of the Whole Agenda).



# BOARD MOTION FOLLOW UP LIST

	Complete
	Work in Progress
	Postponed / Delayed

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
14-661	9/30/2014	MOVED Director de Jong, SECONDED Director Kipp, that prior to the next municipal elections in 2018 that Regional District of Nanaimo staff be directed to engage an independent, qualified consultant to review and report on the Regional District of Nanaimo's Director Remuneration and how it compares to the remuneration paid to Directors in other comparable regional districts.	Admin	As per motion	Postponed / Delayed			Item to carry forward to late 2017
15-310	3/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Licence of Occupation for the Ministry of Transportation and Infrastructure water access at Sunnybeach Road in Qualicum Bay be renewed for a five year term, 2015-2020.	Admin	Finalize and file agreement	Postponed / Delayed			
13-176	2/26/2013	MOVED Director McPherson, SECONDED Director Anderson, that staff be directed to review the potential for and implications of introducing 'good neighbour agreements' in the Regional District of Nanaimo and report back to the RDN Board on the available options.	Building, Bylaw & Emergency	Report back to Board as directed	Postponed / Delayed			further research and report pending for early 2016
13-378	5/28/2013	MOVED Director Fell, SECONDED Director Veenhof, that staff be directed to determine the minimal steps required to re-qualify a Mobile/Manufactured Home (manufactured between 1972 and the present) for resale or re-location in the event that the original CSA certification decal is lost, and report back to the Board on this issue, including options to amend or clarify the existing requirements.	Building, Bylaw & Emergency	Prepare report per resolution	Postponed / Delayed			further research and report pending for early 2016
15-678	9/29/2015	MOVED Director Westbroek, SECONDED Director Thorpe, that up to \$8,000 be released from the Corporate Climate Action Reserve Fund to support the purchase of a gas-electric hybrid vehicle for the Building Inspection Service.	Energy and Sustainability	As per motion	Postponed / Delayed			BI vehicle purchase postponed to 2016. Funds are available only for hybrid purchase. If no hybrid is purchased, funds will not be taken from reserve.
14-696	9/30/2014	MOVED Director McPherson, SECONDED Director Brennan, that staff be directed to correspond with the North Cedar Improvement District (NCID) to advise that the Regional District of Nanaimo Board does not support the provision of Community Works Funding for NCID water system upgrades at this time.	Finance	As per resolution	Postponed / Delayed			Letter to NCID on hold re resolution due to on going legal matters. Refer to res 15-196
15-369	4/28/2015	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.	Parks & Rec	As per motion	Postponed / Delayed			Put on hold Dec 2015 pending Canada 150 Funds for other park elements which were not approved, Funding options under consideration.
15-776	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.04, 2015" be adopted.	Admin	Finalize and file bylaw	WIP			Bylaw needs to have typo corrected should be 1418.05
15-824	11/24/2015	MOVED Director Veenhof, SECONDED Director Young, that the Board call for applications for nominees for appointment to the Nanaimo Airport Commission.	Admin	As per motion	WIP			
16-010	1/26/2016	MOVED Director Rogers, SECONDED Director Haime, that Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.07, 2015 be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-011	1/26/2016	MOVED Director Rogers, SECONDED Director Powell, that Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.08, 2015 be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-012	1/26/2016	MOVED Director Stanhope, SECONDED Director Thorpe, that San Pareil Water Supply Local Service Area Amendment Bylaw No. 1170.04, 2015 be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-043	1/26/2016	MOVED Director Pratt, SECONDED Director Powell, that "Animal Control and Licensing Amendment Bylaw No. 939.04, 2016" be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-046	1/26/2016	MOVED Director Fell, SECONDED Director Stanhope, that "Animal Control Amendment Bylaw No. 941.06, 2016" be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-053	1/26/2016	MOVED Director Rogers, SECONDED Director Powell, that "2016 Parcel Tax Assessment Roll Bylaw No. 1739, 2016" be adopted.	Admin	Finalize and file bylaw	WIP			copied to department, uploaded to Sht., filed in vault
16-080	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015" be read a third time.	Admin	Update bylaw per motion	WIP			Bylaw updated as per motion

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
14-185	2/25/2014	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.	Building, Bylaw & Emergency	As per resolution - and see 14-186, 14-187	WIP			
14-736	10/28/2014	MOVED Director Lefebvre, SECONDED Director Greves, that staff be directed to write to the appropriate provincial ministries to urge the consideration of a ban on large scale land clearing debris burning in electoral areas on municipal boundaries and that other more environmentally friendly methods be used to dispose of such debris be referred to staff for a review of regulatory options, and that staff report back to the Board on options for consideration.	Building, Bylaw & Emergency	As per motion	WIP			awaiting provincial review of Open Burning Smoke Control Regulations, then report
14-767	10/28/2014	MOVED Director Fell, SECONDED Director Veenhof, that staff be directed to meet with Directors for Electoral Areas 'A', 'C', 'F', and 'H' to start discussions on modifications to Bylaw 1250 for owner builders.	Building, Bylaw & Emergency	As per motion	WIP			
14-799	11/25/2014	MOVED Director Holme, SECONDED Director Fell, that the report on the Emergency Operations Center Notification and Activation System be received and that staff be directed to investigate the feasibility of implementing an automated mass notification system in the Regional District of Nanaimo and report back on available options for the Board's consideration.	Building, Bylaw & Emergency	As per motion	WIP			Staff is investigating and will likely have a report to the Board in early 2016 as a target date
15-280	3/24/2015	MOVED Director McPherson, SECONDED Director Young, that staff be directed to investigate and report back to the Board on options to amend the existing provisions of the Noise Bylaw in effect in Electoral Area 'A' to address community concerns regarding intense noise and activities that generate intense noise over extended periods of time. Options for consideration should include the narrowing of the current times of day and/or days of the week during which the generation of noise is allowed.	Building, Bylaw & Emergency	As per motion	WIP			further research and report pending early 2016
15-669	9/29/2015	MOVED Director Recalma, SECONDED Director Lefebvre, that the Board, pursuant to Unightly Premises Regulatory Bylaw No. 1073, 1996, directs the owner of Lot 8 DD 51006N District Lot 90 Newcastle District Plan 1874 Except Part In Plan VIP63298 (Horne Lake Road), to remove the accumulation of derelict vehicles, discarded automobile parts including semitrailers, assorted household garbage, disused construction materials, intact or broken pallets, metal & cargo netting 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.	Building, Bylaw & Emergency	As per motion	WIP			compliance action continuing
16-081	1/26/2016	MOVED Director McPherson, SECONDED Director Stanhope, that the Board direct staff to submit the attached Regional District of Nanaimo Submission Re: Emergency Program Act Discussion Paper to the Minister of State for Emergency Preparedness.	Building, Bylaw & Emergency	As per motion	WIP			
14-485	6/24/2014	MOVED Director Veenhof, SECONDED Director Fell, that staff be directed to re-evaluate Regional District of Nanaimo strategic planning processes so as to create a plan that is updated annually, is a living document (lives beyond the election), is adaptable to change and responds to the needs of Regional District of Nanaimo constituents.	CAO	As per resolution	WIP			
15-219	2/24/2015	MOVED Director Fell, SECONDED Director Young, that the report be received for information and that the Board direct staff to add \$10,000 to the Electoral Areas Service 2015 requisition and that staff work with Electoral Area Directors on the specific timing, content and intent of those meetings in each electoral area once annually for inclusion in the 2015 — 2019 financial plan and the 2015 work plans.	CAO	As per motion	WIP			Funds added to budget
15-361	4/28/2015	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.	CAO	As per motion	WIP			First meeting held June 16, 2015
15-434	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that as part of the Executive Committee's review of, and amendments to, the Regional District of Nanaimo Board Procedure Bylaw a reconsideration of the structure of the Electoral Area Planning Committee, as outlined in the report and refined during the strategic planning process, be undertaken for adoption by the Board.	CAO	As per motion	WIP			

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-435	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that following the completion of the 2016-2019 Board Strategic Plan, staff be directed to develop a Strategic Planning Process Policy for consideration and adoption by the Board.	CAO	As per motion	WIP			To follow after completion of Strategic Plan
15-523	6/23/2015	MOVED Director Houle, SECONDED Director Kipp, that staff be directed to investigate the opportunity for the development of a collaborative art installation project at the Regional District of Nanaimo involving Vancouver Island University, Snuneymuxw First Nation, Snaw-Naw-as First Nation and Qualicum First Nation to commemorate the 150th Birthday of Canada, the 50th Birthday of the Regional District of Nanaimo and the important relationship between the Regional District of Nanaimo, Vancouver Island University and the First Nations of this Region; and That the Regional District of Nanaimo Board support an application under the Canada 150 Fund for matching Federal funds to the \$30,000 allocated by the Board in the 2016 Regional District of Nanaimo Budget for the First Nations Art Installation Project for this initiative.	CAO	As per motion	WIP			
15-727	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to hold a Board Seminar to examine those recommendations arising from the Truth and Reconciliation Commission that the Regional District of Nanaimo will act on in a meaningful manner, and the Chiefs of Snuneymuxw, Snaw-Naw-As, Qualicum, Stz'uminus and K'ómoks First Nations be invited to attend.	CAO	As per motion	WIP			To be referred to Intergovernmental Liaison position
15-729	10/27/2015	MOVED Director Pratt, SECONDED Director McKay, that the Regional District of Nanaimo Board approve a new strategic plan before approving the 2016 budget and the supporting 5 year financial plan.	CAO	As per motion	WIP			in progress, final Strategic Planning meeting held Jan 22/16, final report will be forwarded to the Board
16-086	1/26/2016	MOVED Director Lefebvre, SECONDED Director Rogers, that staff be directed to proceed, in partnership with the City of Parksville, with a lot line adjustment of Lot 1, Plan 21736 and Lot 4, Plan 49409 to reflect the new Lots A and B as outlined on Attachment 1 of the report.	CAO	As per motion - See 15-IC-005 to 007	WIP			
16-087	1/26/2016	MOVED Director Lefebvre, SECONDED Director Rogers, that the Board approve the sale of the Regional District of Nanaimo's interest in the new Lot A as outlined in Attachment 1 attached to the report for an amount not to exceed \$226,200.00.	CAO	As per motion - See 15-IC-005 to 007	WIP			
16-088	1/26/2016	MOVED Director Lefebvre, SECONDED Director Rogers, that the Board approve the Regional District of Nanaimo's 14% ownership in the new Lot B as outlined on Attachment 1, attached to the report.	CAO	As per motion - See 15-IC-005 to 007	WIP			
15-675	9/29/2015	MOVED Director Westbrook, SECONDED Director Thorpe, that up to \$25,000 be released from the Corporate Climate Action Reserve Fund for a heat recovery system at the Oceanside Place arena.	Energy and Sustainability	As per motion	WIP			Project is underway. Estimated completion date: End of Jan., early Feb. 2016.
15-677	9/29/2015	MOVED Director Westbrook, SECONDED Director Thorpe, that up to \$90,000 be released from the Corporate Climate Action Reserve Fund for up to nine energy assessments and follow-up improvements at each rural fire hall owned by the Regional District of Nanaimo.	Energy and Sustainability	As per motion	WIP			Project is underway. Will be ongoing for +/- 18 months.
15-707	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional District of Nanaimo Board of Directors direct staff to explore policies that enable on-site renewable energy generation as an economic opportunity for residents and businesses in the Regional District of Nanaimo.	Energy and Sustainability	As per motion	WIP			To form part of 2016 work plan.
15-708	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional District of Nanaimo Board of Directors direct staff to explore criteria for evaluating community impacts of renewable energy systems and develop various policy alternatives for future consideration.	Energy and Sustainability	As per motion	WIP			Will form part of 2016 work plan.
15-817	11/24/2015	MOVED Director Rogers, SECONDED Director Westbrook, that staff be directed to establish a temporary, full-time Asset Management Coordinator position for the two-year term covered by the 2016-2017 Resource Plan.	Energy and Sustainability	As per motion	WIP			Awaiting union concurrence.
15-818	11/24/2015	MOVED Director Rogers, SECONDED Director Westbrook, that \$25,000 be released from the Regional Sustainability Reserve Fund and that \$65,000 be released from the Corporate Climate Action Fund each year for 2016 and 2017 to cover the cost of the Asset Management Coordinator position.	Energy and Sustainability	As per motion	WIP			position description completed

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15-303	3/24/2015	MOVED Director Rogers, SECONDED Director Veenhof, that the Nanoose Bay Fire reserve funds in the estimated amount of up to \$560,000 be released for the purpose of purchasing a new fire/rescue engine.	Finance	As per motion	WIP			deposit made, final payment to come in 2016
15-304	3/24/2015	MOVED Director McLean, SECONDED Director Rogers, that the Coombs-Hilliers Fire reserve funds in the estimated amount of up to \$475,000 be released for the purpose of purchasing a new fire/rescue engine.	Finance	As per motion	WIP			deposit made, final payment to come in 2016
15-409	5/26/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that staff review the opportunity to include Emergency Social Services volunteers within the current policy that provides for the reimbursement of travel expenses for volunteers to Regional District of Nanaimo committees and bring the necessary policy changes forward, including financial implications, for consideration by the Board.	Finance	As per motion	WIP			Rough estimate for \$5,000 included in Emerg Plnng budget for 2016
15-479	6/23/2015	MOVED Director Rogers, SECONDED Director Veenhof, that staff be directed to engage a consultant with Playbook and rural fire service experience to work directly with fire departments and the Regional District of Nanaimo to review the Regional District of Nanaimo's support structure for fire services; to develop a process to ensure compliance with the Structure Firefighters Competency and Training Playbook and to provide recommendations to the Regional District of Nanaimo Board to meet its statutory requirements for the effective delivery of fire services in the Regional District.	Finance	As per motion	WIP			Dave Mitchell & Associates engaged & project underway. Expect draft report mid February
15-590	7/28/2015	MOVED Director Fell, SECONDED Director Westbroek, that staff be directed to establish the District 69 Search and Rescue Service on the basis of population with ongoing annual operational funding of \$10,000.	Finance	Update 2016 budget schedule as per motion	WIP			alternative approval process underway per J. Hill
15-681	9/29/2015	MOVED Director Westbroek, SECONDED Director Hong, that the following revised schedule for the review and adoption of the 2016 to 2020 Financial Plan be approved: November 10 & 18, 2015 - Information seminars to Board for 2016 preliminary budget & business plans November 24, 2015 - Presentation of 2016 preliminary budget at Board February 2 & 5, 2016 - Information seminars to Board for 2016 to 2020 Financial Plan February 9, 2016 - Presentation of 2016 to 2020 Financial Plan at Committee of the Whole February 16, 2016 - Publication of budget edition of Regional Perspectives March 8, 2016 - Introduce bylaw to adopt the 2016 to 2020 Financial Plan March 22, 2016 - Adopt Financial Plan Bylaw	Finance	As per motion	WIP			underway
15-685	9/29/2015	MOVED Director Haime, SECONDED Director McPherson, that staff be directed to prepare a letter to the Province of BC, Ministry of Forests, Lands and Natural Resource Operations on behalf of the Board to advise them of the work done to remediate the property and to request consideration for reimbursement of costs upon forfeiture of the property to the Province.	Finance	As per motion	WIP			waiting for confirmation from SoT that property has been fully forfeited
15-746	10/27/2015	MOVED Director Haime, SECONDED Director Thorpe, that staff be directed to review and renew the agreement with Nanaimo Search and Rescue Society for a future term of five years.	Finance	Finalize and file agreement	WIP			NSAR is looking for a new building, may require revisions to agreement, update is pending
15-747	10/27/2015	MOVED Director Haime, SECONDED Director Thorpe, that staff be directed to bring forward the additional funding request from the Nanaimo Marine Rescue Society to the 2016 budget process, and that staff review and renew the agreement with Nanaimo Marine Rescue Society for a future term of five years, including within the agreement funding identified in the 2016-2020 Financial Plan.	Finance	As per motion - And Finalize and file agreement and see 15-689	WIP			to be added to 2016-2020 Fin Plan per Feb 9 CoW
15-751	10/27/2015	MOVED Director Haime, SECONDED Director Kipp, that staff be directed to bring forward the request for \$2,500 in additional funding from the Nanaimo Victim Services group to the 2016 budget process.	Finance	As per motion and see 15-691	WIP			To be added to 2016-2020 Fin plan per Feb 9 CoW
15-792	11/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the 2016 requisition for funding to support the Oceanside Victim Services, Restorative Justice and Community Policing Programs be approved at \$122,300 and that the "Regional District of Nanaimo Crime Prevention and Community Justice Support Service Bylaw No. 1479, 2006" be amended accordingly.	Finance	As per motion	WIP			included in 2016 budget work

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15-793	11/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that a 2016 grant in the amount of \$5,000 for the Oceanside Community Safety Volunteers be approved.	Finance	As per motion	WIP			included in 2016 budget
15-807	11/24/2015	MOVED Director Thorpe, SECONDED Director Veenhof, that the proposed 2016 budget be received and approved as presented and that staff be directed to proceed to finalize the 2016 to 2020 financial plan pending direction resulting from the 2016-2019 strategic planning process.	Finance	As per motion	WIP			
16-063	1/26/2016	MOVED Director Pratt, SECONDED Director McPherson, that the Regional District of Nanaimo contribute a one-time grant of \$15,000 to the Nanaimo Aboriginal Centre for the Passive House project.	Finance	As per motion	WIP			to be funded from Reg Sustainability Rez per CoW Feb 9 2016
14-490	6/24/2014	MOVED Director Brennan, SECONDED Director Ruttan, that the Regional District of Nanaimo partner on the City of Nanaimo's Downtown to Seventh Street E&N Rail Trail Project by allocating in 2014 \$150,000 from the Regional Parks and Trails Acquisition and Capital Budget - E & N Municipal Rail Trail Reserve as a contribution for detailed design costs and \$150,000 in 2015 as a contribution for construction costs.	Parks & Rec	As per resolution	WIP			City informed of funding. Transfer of funds project ready. Letter sent to RDN by CoN Dec 2015 that funds still required pending comp. of design elements.
14-583	7/22/2014	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional District provide funding of \$20,000 annually for four years for a total of \$80,000 to the Lighthouse Community Centre for capital repairs and upgrades.	Parks & Rec	As per motion	WIP			per 14-584, 2014 funding agreement done and issued using CWF funds, H CP Funding issued in 2015, H CP Funding Budgeted in 2016
14-741	10/28/2014	MOVED Director Veenhof, SECONDED Director Willie, that the Parksville Curling Club continue with capital plan responsibilities as per the existing lease agreement and staff be directed to review funding options, including grants, to replace systems and upgrade the facility to continue as a curling club.	Parks & Rec	As per motion	WIP			In progress with curling club via meetings but a review of funding options has been delayed due to time constraints and curling club again be given 100% tax exemption from Parksville
14-742	10/28/2014	MOVED Director Veenhof, SECONDED Director Holme, that the Regional District consider alternative facility uses for the District 69 Arena and associated costs as part of the 2016 Recreation Services Master plan process for District 69.	Parks & Rec	As per motion	WIP			To be added to ToR of 2016 Recreation Master Plan
14-755	10/28/2014	MOVED Director Brennan, SECONDED Director Fell, that subsequent design and assessment work proceed under the Steel Truss Bridge option.	Parks & Rec	As per motion	WIP			
14-827	11/25/2014	MOVED Director Holme, SECONDED Director Lefebvre, that \$50,000 be dedicated from the Electoral Area 'E' Cash In Lieu of Parkland Reserve Fund for the future acquisition of regional parkland at the Notch, referred to by the Snaw-Naw-As First Nation as Qwiyulaas (The Look Out).	Parks & Rec	As per motion	WIP			will have to stay as open item until actual purchase takes place
15-077	1/27/2015	MOVED Director Fell, SECONDED Director Young, that a Sub-Licence of Use Agreement between the Regional District of Nanaimo and the Corcan-Meadowood Residents Association for management of the community recreation facility be established.	Parks & Rec	Finalize and file agreement	WIP			Agreement to be developed after community recreation centre construction finalized
15-089	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the creation of a dog park on Gabriola Island be supported, pending the approval of a detailed plan and location.	Parks & Rec	Proceed per resolution	WIP			Add to workplan
15-093	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the Regional District of Nanaimo enter into a contribution agreement for up to \$120,000 of Electoral Area 'A' Community Works Funds with Snuneymuxw First Nation for the construction of a sport court, subject to the conclusion of an agreement between the two parties for long term community use.	Parks & Rec	Finalize and file agreement	WIP			Agreement in development and to be presented to EA 'A' Commission and RDN Board
15-201	2/24/2015	MOVED Director Fell, SECONDED Director Haime, that the bridge at Little Qualicum River Regional Park be upgraded for pedestrian, cyclist, service vehicle and emergency use, but not seismic upgrades funded by the Regional Parks Capital Budget following dissolution of the easement over the structure.	Parks & Rec	As per motion	WIP			Allocated 2016 Capital Budget
15-296	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that \$10,000 be allocated in 2016 and 2017 Electoral Area G Community Parks Operations Budget for the Oceanside Elementary School Playground project.	Parks & Rec	As per motion	WIP			2015 payment issued May 29th
15-511	6/23/2015	MOVED Director Rogers, SECONDED Director Haime, that the Regional District Park Management Plan for the Fairwinds Lakes District be approved in principal.	Parks & Rec	As per motion	WIP			Final approval pending Enos Lake Water Protection Monitoring Plan
15-512	6/23/2015	MOVED Director Rogers, SECONDED Director Haime, that the name "Qwiyulass Regional Park" be approved for the future Regional Park within the Fairwinds Lake District.	Parks & Rec	As per motion	WIP			Once lands dedicated implement signage and info program
15-566	7/28/2015	MOVED Director Houle, SECONDED Director Powell, that the Regional District of Nanaimo not proceed with the Davidson Bay Parking Lot upgrade project.	Parks & Rec	Advise parties involved as per motion	WIP			

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15-568	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that staff proceed with the tipple/headframe concept and design for the Cedar Plaza Kiosk project.	Parks & Rec	proceed with project as per motion	WIP			
15-569	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that staff be directed to commence in 2015 the concept, design and permitting of the A-20 beach access in Electoral Area 'A' and allocate the project's costs in the 2016 budget.	Parks & Rec	proceed with project as per motion	WIP			included in 2016 fin plan
15-726	10/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that staff be directed to work with the regional working group to come up with a strategy to reduce the overabundance of Canada Geese.	Parks & Rec	As per motion	WIP			Working group meeting. CoP undertaking cull 2016 with RDN funding assistance. RDN providing 12,000 for three years.
16-049	1/26/2016	MOVED Director Stanhope, SECONDED Director Young, that the Regional District of Nanaimo issue a Design/Build Tender for a building in the amount of \$450,000 for the Meadowood Community Recreation Centre to be situated within the Meadowood Community Park southeast of Dashwood Fire Hall #62 (Meadowood Fire Hall).	Parks & Rec	As per motion	WIP			RFP issued Feb 2016
16-050	1/26/2016	MOVED Director Pratt, SECONDED Director Thorpe, that the Section 219 Conservation Covenant in favour of the Nanaimo and Area Land Trust Society and the Cowichan Community Land Trust Society be approved and registered on title for Mount Benson Regional Park.	Parks & Rec	Finalize and file agreement	WIP			
16-051	1/26/2016	MOVED Director Pratt, SECONDED Director Thorpe, that the 2006 Regional District of Nanaimo - Nanaimo and Area Land Trust Society Contribution Agreement for Mount Benson Regional Park be terminated.	Parks & Rec	As per motion - update agreement database and files	WIP			
16-059	1/26/2016	MOVED Director Stanhope, SECONDED Director Kipp, that staff be requested to prepare a report outlining the options and costs for the upgrade or rebuild of the Little Qualicum Hall.	Parks & Rec	As per motion	WIP			
16-061	1/26/2016	MOVED Director McPherson, SECONDED Director Thorpe, that the following Electoral Area 'A' Recreation Grants-in-Aid be approved: Organization Description Amount Cedar Family of Community For funding toward equipment for a 10 \$739.74 Schools week youth empowerment program for girls in 3rd to 7th grade through fun and interactive physical activities. Cedar Community Association To purchase 32 chairs and cart to use for \$2,128.00 events at the Cedar Hall and their community activities.	Parks & Rec	As per motion	WIP			
16-083	1/26/2016	MOVED Director Powell, SECONDED Director Westbroek, that the Board direct staff to write to the federal Minister of Environment and Climate Change to request legislative amendments to allow the use of culled migratory birds for human or animal consumption with a copy to the Federation of Canadian Municipalities requesting their support for this initiative.	Parks & Rec	As per motion - and see 16-004	WIP			
13-322	4/23/2013	MOVED Director Veenhof, SECONDED Director Young, that staff be directed to prepare a report to the Board on a proposed consultative process with the intent of identifying rural signage concerns and reducing any impediments to effective signage.	Planning	Prepare report per resolution	WIP			
13-494	6/25/2013	MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to engage First Nations and prepare examples of suitable wording consistent with First Nations protocols for the Board's consideration.	Planning	Prepare report per resolution	WIP			
14-486	6/24/2014	MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to prepare a report for the Board that examines holding a referendum during the next election to create a District 69 service area that supports minor funding for serious social issues.	Planning	As per resolution	WIP			
15-043	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the Board approve the Proposed Public Consultation Plan as outlined in Attachment 7.	Planning	Proceed with consultation plan	WIP			
15-051	1/27/2015	MOVED Director Fell, SECONDED Director McPherson, that the conditions set out in Attachment 2 of the staff report, as amended, be completed prior to "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015" being considered for adoption.	Planning	As per motion	WIP			

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-140	2/24/2015	MOVED Director McPherson, SECONDED Director Young, that Development Permit No. PL2015-004 to amend previously issued Development Permit with Variance No. PL2013-066, be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			PL2015-004 – waiting for conditions to be met
15-143	2/24/2015	MOVED Director McPherson, SECONDED Director Young, that Development Permit with Variance No. PL2015-009 to permit the construction of a concrete batch plant be approved subject to the conditions outlined in Attachments 3 to 6.	Planning	As per motion	WIP			Pending - Landscaping Deposit
15-172	2/24/2015	The vote was taken on the main motion as amended: MOVED Director Young, SECONDED Director Fell, that the Regional District of Nanaimo consider that an Electoral Area Planning Committee meeting be held once annually in each Electoral Area, and that the meeting be followed by a town hall session. Regional District of Nanaimo staff are to report back on the financial implications and recommendations for additional funding to the Electoral Area Administration budget to support these meetings which are to commence in 2015.	Planning	As per motion	WIP			Electoral Area Services Committee - funding included in Electoral Areas Admin budget
15-197	2/24/2015	MOVED Director Lefebvre, SECONDED Director Thorpe, that the Board provide a letter of support to BC Housing for funding for the Society of Organized Services and the Island Crisis Care Society for their joint initiative to create a shelter, drop in centre, supported housing and outreach office space in Parksville for Oceanside residents.	Planning	As per motion	WIP			SOS has been contacted and we are waiting for instruction re the letter
15-327	4/28/2015	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.	Planning	As per motion	WIP			pending covenant
15-328	4/28/2015	MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-028 be referred back to Regional District of Nanaimo staff.	Planning	As per motion	WIP			pending covenant
15-429	5/26/2015	MOVED Director Veenhof, SECONDED Director Fell, that item 5 b) of the Conditions of Approval outlined on Attachment 2 be revised to read: \$5,000 towards improvements within Electoral area 'H' in the Horne Lake area prior to final approval of subdivision at the discretion of the Regional District of Nanaimo.	Planning	As per motion	WIP			still waiting for conditions to be met.
15-429	5/26/2015	MOVED Director Veenhof, SECONDED Director Fell, that item 5 b) of the Conditions of Approval outlined on Attachment 2 be revised to read: \$5,000 towards improvements within Electoral area 'H' in the Horne Lake area prior to final approval of subdivision at the discretion of the Regional District of Nanaimo.	Planning	Update Condition 5(b) in Attachment 2 as per motion	WIP			
15-453	6/23/2015	MOVED Director McPherson, SECONDED Director Veenhof, that Development Permit with Variance No. PL2015-061 to permit the construction of an industrial building be approved subject to the conditions outlined in Attachments 2 to 6.	Planning	As per motion	WIP			conditions need to be met
15-454	6/23/2015	MOVED Director McPherson, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-058 to permit redevelopment of the Cassidy Country Kitchen Restaurant be approved subject to the conditions outlined in Attachments 2 to 5.	Planning	As per motion	WIP			
15-555	7/28/2015	MOVED Director Westbroek, SECONDED Director Thorpe, that staff proceed with hiring a contract coordinator for the Oceanside Health and Wellness Network using funds provided by Island Health.	Planning	Advertise for and hire contract coordinator, prepare and execute hiring agreement	WIP			RFP closes on February 9, 2016. Waiting to hear back from Island Health
15-640	9/29/2015	MOVED Director Rogers, SECONDED Director Haime, that Development Permit Application No. PL2015-109 to permit the construction of an addition to each of the two existing dwelling units on the subject property be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			awaiting covenant from the lawyer - could be up to 6 weeks away
15-643	9/29/2015	MOVED Director Recalma, SECONDED Director Young, that Development Variance Permit Application No. PL2015-101 to increase the maximum floor area of an accessory building be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			waiting on the registration of a covenant

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-644	9/29/2015	MOVED Director Rogers, SECONDED Director Fell, that Development Variance Permit Application No. PL2015-103 to reduce the side yard setback from 8.0 metres to 2.0 metres for a covered riding ring be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			The applicant is required to register a covenant on the property title prior to the issuance of DVP
15-704	10/27/2015	MOVED Director Rogers, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirements for the proposed remainder of Lot 5 in relation to Subdivision Application No. PL2015-055 be approved.	Planning	As per motion	WIP			
15-705	10/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that the request to relax the minimum 10% perimeter frontage requirements for Lot 1 District Lot 75 and the Remainder of the District Lot 155 in relation to Subdivision Application No. PL2015-067 be approved.	Planning	As per motion	WIP			Waiting for applicant to provide outstanding information prior to sending compliance letter to Ministry of Transportation
15-762	11/24/2015	MOVED Director McPherson, SECONDED Director Young, that Development Permit Application No. PL2015-127 in conjunction with a proposed lot line adjustment and a three-lot subdivision be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			
15-763	11/24/2015	MOVED Director McPherson, SECONDED Director Young, that the Board approve Development Permit with Variance Application No. PL2015-026 as proposed subject to the conditions outlined in Attachments 1 to 3 and direct staff to proceed with notification.	Planning	As per motion	WIP			
15-764	11/24/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Permit with Variance Application No. PL2015-115 to reduce the front lot line setback from 8.0 metres to 3.5 metres for a dwelling footprint be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			waiting for covenant registration
15-765	11/24/2015	MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-123 to permit the renovation and minor expansion of an existing dwelling unit be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			
15-783	11/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that this matter be referred back to staff to bring back additional information at the next Committee of the Whole meeting: That staff be directed to proceed with an alternative approval process for establishment of a new District 69 Community Health contribution service. That staff be directed to establish the District 69 Community Health Service based on a tax requisition of \$50,000 annually with the purpose being to provide funds to one or more non-governmental funding organizations for their distribution to local service-delivery organizations based on a board-endorsed strategic plan to address community health and wellbeing in District 69.	Planning	As per motion	WIP			arranging a Director's briefing for early 2016
16-016	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that Development Permit Application No. PL2015-164 to permit the construction of two dwelling units and two detached accessory buildings be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			
16-018	1/26/2016	MOVED Director Stanhope, SECONDED Director Pratt, that Development Permit with Variance Application No. PL2015-153 to recognize the siting of an existing deck and to permit the installation of a permanent deck cover on the existing deck be approved subject to the conditions outlined in Attachments 2 to 5.	Planning	As per motion	WIP			
16-021	1/26/2016	MOVED Director McPherson, SECONDED Director Fell, that Development Permit with Variance Application No. PL2015-155 to permit the construction of an industrial building be approved subject to the conditions outlined in Attachments 2 to 5.	Planning	As per motion	WIP			
16-022	1/26/2016	MOVED Director Rogers, SECONDED Director McPherson, that Development Variance Permit Application No. PL2015-170 to recognize the siting of a nonconforming dwelling unit and permit the construction of a freestanding deck be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	WIP			
16-023	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that Development Variance Permit Application No. PL2015-157 to reduce the interior side lot line setback from 2.0 metres to 1.2 metres and to reduce the other lot line setback from 5.0 metres to 1.75 metres to allow the construction of an accessory building be approved subject to the conditions outlined in Attachment 2.	Planning	As per motion	WIP			

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
16-025	1/26/2016	MOVED Director Stanhope, SECONDED Director McPherson, that Development Permit and Site Specific Exemption to the Floodplain Management Bylaw Application No. PL2015-116 to permit the replacement of an existing single wide manufactured home with a double wide manufactured home be approved subject to the terms and conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			
16-028	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 15 in relation to subdivision application PL2015-137 be approved.	Planning	As per motion	WIP			
16-029	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that Development Permit Application No. PL2015-129 to permit a 54 lot subdivision be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			
16-030	1/26/2016	MOVED Director Rogers, SECONDED Director Young, that Development Variance Permit Application No. PL2015-167 to increase the permitted parcel depth for proposed Lot 2 from 40% to 41.5% of the length of the perimeter of the parcel be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	WIP			
16-031	1/26/2016	MOVED Director Rogers, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 2 in relation to Subdivision Application No. PL2015-081 be approved.	Planning	As per motion	WIP			
15-180	2/24/2015	MOVED Director McPherson, SECONDED Director Fell, that the Board direct staff to pursue discussions with the City of Nanaimo in regards to the allocation of capacity at the Duke Point Pollution Control Centre, for the purposes of drafting a new Agreement and expanded sewer service area bylaws for Cedar Village Centre and Cable Bay areas.	RCU	As per motion	WIP			in progress
15-660	9/29/2015	MOVED Director Lefebvre, SECONDED Director Kipp, that the Board direct staff to work with the region's partners, including municipalities and First Nations, to develop a regional water governance model proposal for the Board's consideration.	RCU	As per motion	WIP			In 2016 work plan
15-661	9/29/2015	MOVED Director Rogers, SECONDED Director Fell, that the Board direct staff to develop recommendations for water pricing and regulation changes to the eight Regional District of Nanaimo (RDN) operated water service areas that reflect water conservation priorities.	RCU	As per motion	WIP			underway in 2016 work plan
15-662	9/29/2015	MOVED Director Fell, SECONDED Director Rogers, that the Board direct staff to update water requirements for subdivision and development under Bylaw No. 500 for the Board's consideration.	RCU	As per motion	WIP			underway in co-ordination with Strategic Planning
15-663	9/29/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the Board direct staff to work with member municipalities and other water purveyors to review standardized regional drought communication protocols and water restrictions policies for the Board's consideration.	RCU	As per motion	WIP			in progress, report anticipated to Feb Board cycle
14-207	2/25/2014	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.	Solid Waste	As per resolution	WIP			
13-825	11/26/2013	MOVED Director Houle, SECONDED Director Young, that RDN staff review the feasibility of constructing and operating a public barge & boat landing on the Ministry of Transportation and Infrastructure Lands at Flat Fish Road on Mudge Island.	Transportation	Review item per resolution	WIP			
15-194	2/24/2015	MOVED Director Westbroek, SECONDED Director Young, that staff be directed to work with BC Transit and the Area Director to examine all opportunities to efficiently and effectively connect the Regional District of Nanaimo and the Comox Valley Regional District public transit service.	Transportation	As per motion	WIP			
16-067	1/26/2016	MOVED Director Houle, SECONDED Director Westbroek, that staff provide an analysis of establishing handyDART service for Electoral Area 'B' residents with trips starting from the Gabriola Ferry Terminal in Nanaimo.	Transportation	As per motion	WIP			
15-494	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that as part of the 2016 District 69 Recreation Services Master Plan development, a needs assessment for an outdoor multi-sport complex be conducted prior to further development of a track complex.	Parks & Rec	As per motion	WIP			Add to 2016 Master Plan ToR

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-495	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that in 2015, staff explore partnerships with the Town of Qualicum Beach, City of Parksville, School District 69, local sports associations, community service organizations and businesses to determine the interest level in funding and operating an outdoor multi-sports complex in District 69.	Parks & Rec	As per motion	WIP			Scheduled to be completed by Spring 2016
15-001	1/13/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the correspondence from Rosemary Bonanno, Vancouver Island Regional Library, regarding the appointment to the 2015 Vancouver Island Regional Library Board be received.	Admin	Reply re appointments	Complete		1/16/2015	Letter was sent to Library Board
15-003	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Graham Gidden, Patricia Grand, Bernard White, and Kerri-Lynne Wilson be appointed to the Electoral Area 'A' Parks, Recreation and Culture Commission for terms ending December 31, 2016.	Admin	As per motion - process appointments	Complete		1/20/2015	appointment letters were sent
15-004	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that John O'Connor be appointed to the Electoral Area 'A' Parks, Recreation and Culture Commission for a term ending December 31, 2015.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letter was sent
15-005	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Samuel Betts, Megan Walker, and James Randolph Young be appointed to the Electoral Area 'B' Parks & Open Space Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-006	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Leo Boon and Douglas Cawthorne be appointed to the East Wellington/Pleasant Valley Parks & Open Space Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-007	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Peter Law, Vicki Voros, and Diana Young be appointed to the Nanoose Bay Parks & Open Space Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-008	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Colin Anderson be appointed to the Electoral Area 'F' Parks & Open Space Advisory Committee for a term ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letter was sent
15-009	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Robert Coath, Ted Malyk, and Elaine Peterson be appointed to the Electoral Area 'G' Parks & Open Space Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-010	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Robert Coath, Ted Malyk, and Elaine Peterson be appointed to the Electoral Area 'G' Parks & Open Space Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-011	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Gordon Wiebe and Reg Nosworthy be appointed to the District 69 Recreation Commission for terms ending January 1, 2018.	Admin	Update membership list and notify applicants	Complete		1/27/2015	appointment letters were sent
15-012	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Bruce Erickson, Edward Yewchin, Aileen Fabris, and Gordon Wiebe be appointed to the Grants-in-Aid Advisory Committee for terms ending December 31, 2015.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-013	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Joanne McLeod, Janet Thony, and Keith Reid be appointed to the Agricultural Advisory Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-014	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that G. Daniel Hooper, Frank Van Eynde, Ted Malyk, and Blake Medlar be appointed to the Liquid Waste Management Plan Monitoring Committee for terms ending December 31, 2016.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-015	1/13/2015	MOVED Director Haime, SECONDED Director McPherson, that Kim Burden, David Dunaway, M. Anne Fiddick, Patricia Grand, Ken Griffith, David Hammond, Garry Laird, Dan Lutz, R. Bruce MacLock, and Robert Willis be appointed to the Nanaimo Airport Planning Process Advisory Committee for terms ending December 31, 2015.	Admin	Update membership list and notify applicants	Complete		1/20/2015	appointment letters were sent
15-017	1/13/2015	MOVED Director McPherson, SECONDED Director Yoachim, that the appointments to the 2015 Regional District of Nanaimo Standing Committees be received for information.	Admin	Update membership lists and notify external organizations where applicable	Complete		1/27/2015	appointment letters were sent
15-018	1/13/2015	MOVED Director McPherson, SECONDED Director Yoachim, that the appointments to the 2015 Regional District of Nanaimo Select Committees be received for information.	Admin	Update membership lists	Complete		1/27/2015	Membership Lists updated

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-019	1/13/2015	MOVED Director McPherson, SECONDED Director Yoachim, that the recommendations for appointments to the 2015 Regional District of Nanaimo Scheduled Standing Committees, Advisory Committees and Commissions be endorsed with the following revisions: <ul style="list-style-type: none"> <li>Regional Parks and Trails Select Committee – replace Director Houle with Director McPherson.</li> <li>Northern Community Economic Development Select Committee – replace Director Holme with Director Rogers.</li> <li>Agricultural Advisory Committee – replace Director McPherson with Director Houle (Chair) and add Director Haime.</li> </ul>	Admin	Update membership lists and website	Complete		1/21/2015	membership lists updated
15-020	1/13/2015	MOVED Director Haime, SECONDED Director Young, that the Board recess and reconvene immediately following the In Camera Committee of the Whole meeting for the purpose of moving In Camera.	Admin	No action required	Complete		1/13/2015	
15-021	1/13/2015	MOVED Director Haime, SECONDED Director Lefebvre, that the Board reconvene.	Admin	No action required	Complete		1/13/2015	
15-022	1/13/2015	MOVED Director Haime, SECONDED Director Lefebvre, that pursuant to Sections 90 (1)(a),(c),(e),(i), and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to Board appointments, labour relations, land disposition, solicitor-client privilege, and third party business interests.	Admin	No action required	Complete		1/13/2015	
15-024	1/27/2015	MOVED Director Young, SECONDED Director Lefebvre, that late delegations be permitted to address the Board.	Admin	No action required	Complete		1/27/2015	
15-025	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Inaugural Board meeting held Tuesday, December 9, 2014, be adopted.	Admin	Finalize and file minutes	Complete		2/3/2015	uploaded to Shpt. and filed in Vault
15-026	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Special Board meeting held Tuesday, January 13, 2015, be adopted.	Admin	Finalize and file minutes	Complete		2/3/2015	uploaded to Shpt. and filed in Vault
15-027	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from the Union of BC Municipalities regarding Elected Official sought for Multi-Material BC's Advisory Committee, be received.	Admin	No action required	Complete		1/27/2015	
15-028	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from Mike and Kerry Owens regarding Development Variance Permit Application No. PL2014-122, be received.	Admin	Reply correspondence per motion see also #15-039	Complete		2/4/2015	Letter sent
15-029	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from Charlie DeBorba regarding Development Variance Permit Application No. PL2014-132, be received.	Admin	Reply correspondence per motion. see also #15-037	Complete		2/4/2015	Letter sent
15-030	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.53, 2014", be adopted.	Admin	Consolidate map, finalize and file bylaw	Complete		2/2/2015	Adoption letter to Ministry, copied to department, uploaded to Shpt., filed in vault
15-031	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "Morningstar Streetlighting Local Service Boundary Amendment Bylaw No. 869.10, 2014", be adopted.	Admin	Consolidate map, finalize and file bylaw	Complete		2/2/2015	Adoption letter to Ministry, copied to department, uploaded to Shpt., filed in vault
15-032	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.69, 2014", be adopted.	Admin	Consolidate map, finalize and file bylaw	Complete		2/2/2015	Adoption letter to Ministry, copied to department, uploaded to Shpt., filed in vault
15-033	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "Pacific Shores Sewer Local Service Boundary Amendment Bylaw No. 1021.11, 2014", be adopted.	Admin	Consolidate map, finalize and file bylaw	Complete		2/2/2015	Adoption letter to Ministry, copied to department, uploaded to Shpt., filed in vault
15-034	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, January 13, 2015, be received for information.	Admin	No action required	Complete		1/27/2015	
15-055	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the minutes of the Committee of the Whole meeting held Tuesday, January 13, 2015, be received for information.	Admin	No action required	Complete		1/27/2015	
15-056	1/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from Sav Dhaliwal, Union of BC Municipalities President, regarding the Gas Tax Agreement Community Works Fund payment be received.	Admin	No Action Required	Complete		1/27/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-057	1/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from the Union of BC Municipalities regarding applications invited to Federal Gas Tax Fund be received.	Admin	No Action Required	Complete		1/27/2015	
15-058	1/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the correspondence from Brad Woodside, Federation of Canadian Municipalities President, regarding membership for 2015-16 be received.	Admin	No action required	Complete		1/27/2015	
15-059	1/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board receive the 2015 Association of Vancouver Island and Coastal Communities Resolutions Notice and Call for Nominations and identify topics for which the Board wishes staff to draft resolutions.	Admin	No action required	Complete		1/27/2015	
15-060	1/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board direct staff to present the resolutions to the Board for consideration of adoption and submission to the Association of Vancouver Island and Coastal Communities.	Admin	No Action Required	Complete		1/27/2015	
15-061	1/27/2015	MOVED Director Fell, SECONDED Director Lefebvre, that the attached resolution regarding Land Title Fees be adopted as presented and forwarded to the Association of Vancouver Island and Coastal Communities for consideration at the 2015 Annual General Meeting and Convention.	Admin	Reply correspondence per motion	Complete		2/11/2015	
15-062	1/27/2015	MOVED Director Haime, SECONDED Director Veenhof, that the following resolution regarding Regional District legislation be adopted as presented and forwarded to the Association of Vancouver Island and Coastal Communities for consideration at the 2015 Annual General Meeting and Convention: WHEREAS the Final Report from the Regional District Task Force entitled "Enhancing the Tools for Problem Solving in Regions" was presented to the members of the Union of BC Municipalities (UBCM) and to the Province in January 2010; AND WHEREAS one of the recommendations of the Task Force was "that the Province consider the Task Force consultation finding that a number of RD elected officials are requesting an "RD Charter"; NOW THEREFORE BE IT RESOLVED THAT the Province be urged to continue the work started with the enactment of the Community Charter and proceed with a full review of Regional District legislation with a goal to enact a Regional District Charter or incorporate Regional District legislation fully within the Community Charter.	Admin	Reply correspondence per motion	Complete		2/11/2015	
15-065	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the staff report be received information.	Admin	No action required	Complete		1/27/2015	
15-069	1/27/2015	MOVED Director Rogers, SECONDED Director Haime, that "2015 Parcel Tax Assessment Roll Bylaw No. 1721, 2015", be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw updated as per motion
15-070	1/27/2015	MOVED Director Haime, SECONDED Director Rogers, that "2015 Parcel Tax Assessment Roll Bylaw No. 1721, 2015", be adopted.	Admin	Finalize and file bylaw	Complete		2/3/2015	copied to department, uploaded to Sht., filed in vault
15-079	1/27/2015	MOVED Director Fell, SECONDED Director Young, that "Westurne Heights Water Service Area Establishment Bylaw No. 1718, 2014" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to Inspector of Municipalities for approval	Complete		2/3/2015	Bylaw updated and forwarded for approval 2/3/2015
15-080	1/27/2015	MOVED Director Fell, SECONDED Director Young, that "Westurne Heights Water Service Area Loan Authorization Bylaw No. 1719, 2014" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to Inspector of Municipalities for approval	Complete		2/3/2015	Bylaw updated as per motion and forwarded for approval 2/3/2015
15-081	1/27/2015	MOVED Director Fell, SECONDED Director Young, that "Westurne Heights Water Service Area Security Issuing Bylaw No. 1720, 2014" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw updated as per motion
15-098	1/27/2015	MOVED Director Haime, SECONDED Director Fell, that staff be directed to renew the membership to the Federation of Canadian Municipalities for 2015-16.	Admin	Renew membership as per motion	Complete		1/29/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-099	1/27/2015	MOVED Director Young, SECONDED Director Houle, that staff be directed to send correspondence to Island Timberlands (IT) and the Ministry of Transportation and Infrastructure (MOTI) of the concerns raised by residents of Electoral Area 'C' regarding the use of Godfrey Road for the hauling of timber harvested by IT in the Extension Community area, and further; that Island Timberlands, in conjunction with the Ministry, consider alternative transportation routes that will have less negative impact on the safety and condition of the local road network.	Admin	Reply correspondence per motion under Chairperson's signature	Complete		1/28/2015	
15-106	1/27/2015	MOVED Director Haime, SECONDED Director McPherson, that "Southern Community Transit Service Area Amendment Bylaw No. 1230.05, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-107	1/27/2015	MOVED Director Haime, SECONDED Director McPherson, that "Liquid Waste Management Planning Service Amendment Bylaw No. 1543.01, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-108	1/27/2015	MOVED Director McPherson, SECONDED Director Haime, that "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.09, 2015" be introduced and read three times and forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to Inspector of Municipalities for approval	Complete		2/3/2015	sent for approval 2/3/2015
15-109	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that "Electoral Area 'H' Community Parks Local Service Amendment Bylaw No. 806.06, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-110	1/27/2015	MOVED Director Rogers, SECONDED Director Bestwick, that "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.04, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-121	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that pursuant to Sections 90 (1) (a) and (e) of the Community Charter the Board proceed to an In Camera meeting for discussions related to Board appointments and land acquisitions.	Admin	no action required	Complete		1/27/2015	
15-122	1/27/2015	MOVED Director Rogers, SECONDED Director Veenhof, that Debbie Mitchell be appointed to the Nanoose Bay Parks & Open Space Advisory Committee for a term ending December 31, 2015.	Admin	Update membership list and advise member	Complete		2/13/2015	Membership List updated and appointment letter was sent
15-123	1/27/2015	MOVED Director Rogers, SECONDED Director Veenhof, that Diana Young be appointed to the Regional Park Management Plan Committee for Fairwinds from the Nanoose Bay Parks and Open Space Advisory Committee.	Admin	Update membership lists and website	Complete		2/12/2015	Membership List and Website updated
15-124	2/24/2015	MOVED Director Lefebvre, SECONDED Director Haime, that the minutes of the Regular Board meeting held Tuesday, January 27, 2015, be adopted.	Admin	Finalize and file minutes	Complete		2/25/2015	Uploaded to Shpt. and filed in Vault
15-125	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Barry Pages, Skeena-Queen Charlotte Regional District, regarding Regional District representation in BC environmental stewardship initiatives be received for information.	Admin	No action required	Complete		2/24/2015	
15-126	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Elin Bjarnason, Island Health, regarding the Nanaimo Community Advisory Board Housing First Model be received for information.	Admin	No action required	Complete		2/24/2015	
15-127	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Darin Guenette, BC Ferries, regarding Ferry Advisory Committee appointment process 2015-2018, be received.	Admin	No action required	Complete		2/24/2015	
15-128	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Kevin and Judy Varey regarding Development Variance Permit Application No. PL2014-142 – Rinehart – 1667 Strouglar Road - Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		3/3/2015	Letter sent
15-129	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Steve Rae, School District 68, regarding feedback on the Enhanced Facilities for Learning Plan and the 2015-2016 Budget be received.	Admin	No action required	Complete		2/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-130	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Jeannette Wyness regarding Liquor License Amendment Application No. PL2015-001 – Smoke 'N Water Restaurant Inc. BC 0998469 – 1-1600 Stroulger Road – Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		3/3/2015	Letter sent
15-131	2/24/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from the Union of BC Municipalities regarding the Building Act be received.	Admin	No action required	Complete		2/24/2015	
15-132	2/24/2015	MOVED Director Fell, SECONDED Director Lefebvre, that "Electoral Area 'F' Community Parks Local Service Amendment Bylaw No. 804.07, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		4/7/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-133	2/24/2015	MOVED Director Lefebvre, SECONDED Director Houle, that Southern Community Restorative Justice Program Service Amendment Bylaw No. 1490.02, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		3/2/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-134	2/24/2015	MOVED Director Houle, SECONDED Director Lefebvre, that "Electoral Area 'H' Community Parks Local Service Amendment Bylaw No. 806.06, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/7/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-135	2/24/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.04, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		3/2/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-136	2/24/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 10, 2015, be received for information.	Admin		Complete		2/24/2015	
15-146	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the minutes of the Committee of the Whole meeting held Tuesday, February 10, 2015, be received for information.	Admin	No action required	Complete		2/24/2015	
15-147	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Andrew Gage, West Coast Environmental Law, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.	Admin	No action required	Complete		2/24/2015	
15-148	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Glen Davidson, Ministry of Forests, Lands & Natural Resource Operations, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.	Admin	No action required	Complete		2/24/2015	
15-149	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Douglas Marshall, Marshall & Lampson, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.	Admin	No action required	Complete		2/24/2015	
15-150	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Greg Field, Arrowsmith Search and Rescue, regarding the project status update be received.	Admin	Reply correspondence per motion	Complete		3/4/2015	Letter sent
15-151	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from George Williamson, Lighthouse Country Marine Rescue Society, regarding their appreciation for the Regional District of Nanaimo Grant-in-Aid funding be received.	Admin	Reply correspondence per motion	Complete		3/4/2015	Letter sent
15-152	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Todd G. Stone, Ministry of Transportation and Infrastructure, regarding Wembley Road be received.	Admin	No action required	Complete		2/24/2015	
15-153	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Norm Letnick, Ministry of Agriculture, regarding the proposed review of Section 11.1 of the Livestock Act be received.	Admin	No action required	Complete		2/24/2015	
15-155	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Eric Costen, Health Canada, regarding concerns with a potential marijuana production site be received.	Admin	No action required	Complete		2/24/2015	
15-156	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Ross Peterson and Ian Birtwell regarding Seaweed Harvesting – Reliability of Ministry of Agriculture Information, be received.	Admin	Reply correspondence per motion	Complete		3/4/2015	Letter Sent
15-157	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from George Hanson, Vancouver Island Economic Alliance, regarding membership with the Vancouver Island Economic Alliance be received.	Admin	No action required	Complete		2/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-158	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Bruce R. Barlow regarding a bridge from Gabriola Island to Vancouver Island be received.	Admin	Reply correspondence per motion	Complete		3/4/2015	Letter Sent
15-161	2/24/2015	MOVED Director Lefebvre, SECONDED Director Bestwick, that the report titled "Disclosure of Contracts 2014 - Section 107(1) of the Community Charter" be received for information.	Admin	No action required	Complete		2/24/2015	
15-162	2/24/2015	MOVED Director Young, SECONDED Director Houle, that "Regional Growth Management Service Amendment Bylaw No. 1553.03, 2015" be introduced and read three times and forwarded to the Inspector of Municipalities for approval.	Admin	As per motion	Complete		3/2/2015	Updated Bylaw and forwarded to Minister for approval Feb 27, 2015
15-171	2/24/2015	MOVED Director Fell, SECONDED Director Young, that the Board amend the main motion by adding the words "That the Regional District of Nanaimo consider" to the beginning of the motion.	Admin	No action required	Complete		2/24/2015	
15-175	2/24/2015	MOVED Director Fell, SECONDED Director Rogers, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.01, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/2/2015	Updated as per motion
15-176	2/24/2015	MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.01, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		3/2/2015	copied to department, uploaded to Sht., filed in vault
15-177	2/24/2015	MOVED Director Lefebvre, SECONDED Director Haime, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.54, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		4/1/2015	updated as per motion
15-178	2/24/2015	MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.70, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		4/1/2015	updated as per motion
15-184	2/24/2015	MOVED Director McPherson, SECONDED Director Lefebvre, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.05, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		2/24/2015	Bylaw Updated as per motion
15-185	2/24/2015	MOVED Director McPherson, SECONDED Director Westbroek, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.05, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		3/2/2015	copied to department, uploaded to Sht., filed in vault
15-187	2/24/2015	MOVED Director Haime, SECONDED Director Rogers, that the minutes of the Englishman River Water Service Management Board meeting held Thursday, November 13, 2014, be received for information.	Admin	No action required	Complete		2/24/2015	
15-188	2/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the minutes of the Regional Solid Waste Advisory Committee meeting held Thursday, December 11, 2014, be received for information.	Admin	No action required	Complete		2/24/2015	
15-195	2/24/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Agricultural Advisory Committee meeting held Friday, January 23, 2015, be received for information.	Admin	No action required	Complete		2/24/2015	
15-199	2/24/2015	MOVED Director Houle, SECONDED Director Yoachim, that staff be directed to prepare a letter for the signature of the Chair in support of Member of Parliament Jean Crowder's private member's Bill C-638, derelict and abandoned vessels legislation. CARRIED	Admin	As per motion	Complete		3/9/2015	
15-200	2/24/2015	MOVED Director Young, SECONDED Director Haime, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, February 3, 2015, be received for information.	Admin	No action required	Complete		2/24/2015	
15-203	2/24/2015	MOVED Director Rogers, SECONDED Director Haime, that Director Rogers and Director Young be appointed to the Regional Park Management Plan Committee for Fairwinds.	Admin	As per motion - update lists	Complete		2/24/2015	
15-204	2/24/2015	MOVED Director Rogers, SECONDED Director Haime, that Director Lefebvre be appointed as an Alternate committee member to the Regional Park Management Plan Committee for Fairwinds. CARRIED	Admin	As per motion - update lists	Complete		3/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-205	2/24/2015	MOVED Director Fell, SECONDED Director McPherson, that the Board amend the main motion by replacing the word "lobby" with the word "approach" and by replacing the words "to undertake" with the word "concerning".	Admin	No action required	Complete		2/24/2015	
15-208	2/24/2015	MOVED Director Houle, SECONDED Director McPherson, that the Board direct staff to proceed with the alternative approval process to establish a Taxi Saver service on Gabriola Island.	Admin	As per motion	Complete		9/8/2015	
15-211	2/24/2015	MOVED Director Young, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.393, 2014", be adopted.	Admin	Finalize and file bylaw	Complete		3/6/2015	copied to department, uploaded to Sht., filed in vault
15-213	2/24/2015	MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015", be read a third time.	Admin	Update bylaw per motion	Complete		5/1/2015	updated as per motion
15-215	2/24/2015	MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015", be read a third time.	Admin	Update bylaw per motion	Complete		5/1/2015	updated as per motion
15-216	2/24/2015	MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.392, 2014", be adopted.	Admin	Finalize and file bylaw	Complete		5/1/2015	copied to department, uploaded to Sht., filed in vault
15-217	2/24/2015	MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.396, 2014", as amended on January 27, 2015, be adopted.	Admin	Finalize and file bylaw	Complete		5/1/2015	copied to department, uploaded to Sht., filed in vault
15-218	2/24/2015	MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.22, 2014", be adopted.	Admin	Finalize and file bylaw	Complete		5/18/2015	copied to department, uploaded to Sht., filed in vault
15-220	2/24/2015	MOVED Director Houle, SECONDED Director Young, that the nomination by the Chair of Director Houle, Electoral Area 'B', to the Gabriola Ferry Advisory Committee be received for information.	Admin	As per motion and see 15-127	Complete		3/5/2015	Nomination letter sent to BC Ferries
15-221	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that this matter be referred to the March 10, 2015 Committee of the Whole meeting: MOVED Director Thorpe, SECONDED Director Young, that the budget be amended to include a \$45,000 grant to the Friends of the Morden Mine Society to cover the immediate cost of alleviating the potential damage at the site based upon approval from the Provincial Government to perform those improvements.	Admin	As per motion - refer	Complete		2/25/2015	
15-222	2/24/2015	MOVED Director Rogers, SECONDED Director Fell, that the nomination by the Chair of Director Rogers, Electoral Area 'E', or in the event that the Director is unable to attend, the Alternate Director for Electoral Area 'E' or the Director of Finance, to be entitled to attend all Nanoose Fire Protection Society meetings be received for information.	Admin	As per motion - add appointment to lists	Complete		2/25/2015	
15-223	2/24/2015	MOVED Director Fell, SECONDED Director Young, that David Edgeley be appointed to the Electoral Area 'F' Parks and Open Space Advisory Committee for a two year term.	Admin	As per motion - process appointment	Complete		2/27/2015	Appointment Letter was sent
15-226	2/24/2015	Director McPherson noted that the following motion will be brought forward to the March 10, 2015 Committee of the Whole agenda: That staff be directed to investigate and report back to the Board on options to amend the existing provisions of the Noise Bylaw in effect in Electoral Area 'A' to address community concerns regarding intense noise and activities that generate intense noise over extended periods of time. Options for consideration should include the narrowing of the current times of day and/or days of the week during which the generation of noise is allowed.	Admin	As per motion	Complete		2/24/2015	
15-227	2/24/2015	MOVED Director McPherson, SECONDED Director Haime, that pursuant to Sections 90(1)(e), (f), (i) and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisitions, law enforcement, solicitor-client privilege and third party business interests.	Admin	No action required	Complete		2/24/2015	
15-228	3/24/2015	MOVED Director Westbroek, SECONDED Director Haime, that late delegations be permitted to address the Board.	Admin	No action required	Complete		3/25/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-229	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Regular Board meeting held Tuesday, February 24, 2015, be adopted.	Admin	Finalize and file minutes	Complete		3/25/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-230	3/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the correspondence received from Malcolm Brodie and Greg Moore, Metro Vancouver, regarding an update on Metro Vancouver's response to the Minister's rejection of Bylaw 280 be received.	Admin	No action required	Complete		3/25/2015	
15-231	3/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the correspondence received from Terry Stranger regarding the proposed cell tower at Sunrise Drive in Parksville be received.	Admin	Reply correspondence per motion	Complete		3/25/2015	Replied correspondence per motion including 15-239
15-232	3/24/2015	MOVED Director Lefebvre, SECONDED Director Brennan, that "Southern Community Transit Service Area Amendment Bylaw No. 1230.05, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-233	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "Liquid Waste Management Planning Service Amendment Bylaw No. 1543.01, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-234	3/24/2015	MOVED Director McPherson, SECONDED Director Houle, that "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.09, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-235	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.54, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-236	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.70, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-237	3/24/2015	MOVED Director Haime, SECONDED Director McKay, that "Regional Growth Management Service Amendment Bylaw No. 1553.03, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-238	3/24/2015	MOVED Director McPherson, SECONDED Director Veenhof, that the Minutes of the Electoral Area Planning Committee meeting held Tuesday, March 10, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-241	3/24/2015	MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Committee of the Whole meeting held Tuesday, March 10, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-242	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence received from Lynn and Robert Raffle regarding the proposed cell tower at 1957 Plecas Road, South Wellington be received.	Admin	Reply correspondence per motion	Complete		3/25/2015	Replied correspondence per motion
15-243	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence received from Sharon Gaetz, Fraser Valley Regional District, regarding the Minister of Environment's rejection of Bylaw 280 be received.	Admin	No action required	Complete		3/25/2015	
15-244	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence received from John Hofman, Friends of the Morden Mine Society, regarding emergency work for the Morden Mine be received.	Admin	Reply correspondence per motion	Complete		3/25/2015	Replied correspondence per motion including 15-311
15-245	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence received from Eric Ricker, Friends of the Morden Mine Society, regarding the application for funding for Morden Mine be received.	Admin	Reply correspondence per motion	Complete		3/25/2015	Replied correspondence per motion
15-249	3/24/2015	MOVED Director Brennan, SECONDED Director Veenhof, that "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Update bylaw per motion
15-250	3/24/2015	MOVED Director Veenhof, SECONDED Director Brennan, that "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		3/25/2015	copied to department, uploaded to Sht., filed in vault
15-251	3/24/2015	MOVED Director Rogers, SECONDED Director Young, that the Board amend "Nanose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" as outlined in this report.	Admin	Update bylaw per motion	Complete		3/25/2015	
15-252	3/24/2015	MOVED Director Rogers, SECONDED Director Haime, that the Board give second reading, as amended, to "Nanose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014".	Admin	Update bylaw per motion	Complete		3/25/2015	Updated Bylaw as per motion

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-253	3/24/2015	MOVED Director Rogers, SECONDED Director Haime, that the Board give third reading to "Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" and forward it to the Ministry of Community, Sport and Cultural Development for approval.	Admin	As per motion	Complete		3/26/2015	Bylaw Updated as per motion and sent request for approval letter to Ministry
15-254	3/24/2015	MOVED Director McPherson, SECONDED Director McLean, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.03, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-255	3/24/2015	MOVED Director Veenhof, SECONDED Director Brennan, that Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-256	3/24/2015	MOVED Director Veenhof, SECONDED Director McKay, that "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-257	3/24/2015	MOVED Director Veenhof, SECONDED Director Rogers, that Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-258	3/24/2015	MOVED Director Veenhof, SECONDED Director Rogers, that "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-259	3/24/2015	MOVED Director Lefebvre, SECONDED Director Houle, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-260	3/24/2015	MOVED Director Lefebvre, SECONDED Director Houle, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-261	3/24/2015	MOVED Director Brennan, SECONDED Director Veenhof, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-262	3/24/2015	MOVED Director Haime, SECONDED Director Veenhof, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-263	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.04, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-264	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.04, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-268	3/24/2015	MOVED Director Rogers, SECONDED Director Haime, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-269	3/24/2015	MOVED Director Rogers, SECONDED Director Haime, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-270	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be introduced and read three times	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-271	3/24/2015	MOVED Director Lefebvre, SECONDED Director Rogers, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-272	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		3/25/2015	Bylaw Updated as per motion
15-273	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/1/2015	copied to department, uploaded to Sht., filed in vault
15-275	3/24/2015	MOVED Director Veenhof, SECONDED Director Haime, that the Board receive the report for information.	Admin	No action required	Complete		3/25/2015	
15-279	3/24/2015	[[DEFEATED]]MOVED Director Lefebvre, SECONDED Director Veenhof, that the Regional District of Nanaimo agree in principle to participate in the establishment of a Watershed Board.	Admin	No action required	Complete		3/25/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-281	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, February 18, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-282	3/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the minutes of the District 69 Recreation Commission meeting held Thursday, February 19, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-283	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, February 24, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-285	3/24/2015	MOVED Director Rogers, SECONDED Director Haime, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, February 25, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-287	3/24/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Tuesday, March 3, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-289	3/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the amended Transit Select Committee Terms of Reference be adopted.	Admin	As per motion - file updated TOR	Complete		9/16/2015	Archived "old" ToR filed in Previous Committee Lists and updated ToR uploaded to Board Information
15-293	3/24/2015	MOVED Director Veenhof, SECONDED Director Haime, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Friday, March 6, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-294	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 9, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-297	3/25/2015	MOVED Director McPherson, SECONDED Director Rogers, that the minutes of the Sustainability Select Committee meeting held Tuesday, March 17, 2015, be received for information.	Admin	No action required	Complete		3/25/2015	
15-305	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the Board support the Terms of Reference.	Admin	As per motion	Complete		3/26/2015	letter to avicc advising of the motions sent march 26
15-306	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the Chair and Deputy Chair of the Regional District of Nanaimo Regional Solid Waste Advisory Committee be appointees from the Regional District of Nanaimo, to the Association of Vancouver Island and Coastal Communities Committee.	Admin	As per motion, update committee lists	Complete		3/27/2015	letter to AVICC advising of the 4 motions sent march 26
15-309	3/24/2015	MOVED Director Thorpe, SECONDED Director Veenhof, that the 10 year License Agreement permitting the City to continue to use a portion of the Regional District of Nanaimo owned property at 1174 Island Highway South to accommodate a section of the City's Chase River Park trail network be approved.	Admin	Finalize and file agreement	Complete		5/13/2015	
15-313	3/24/2015	MOVED Director Houle, SECONDED Director Young, that the Board accept the resignation of Ivan Bulic from the Electoral Area 'B' Parks & Open Space Advisory Committee.	Admin	No action required	Complete		3/25/2015	Thank you letter sent to I Bulic and membership list updated
15-314	3/24/2015	MOVED Director Veenhof, SECONDED Director Hong, that the Morden Park Mine main motion be reconsidered.	Admin	No action required	Complete		3/25/2015	
15-316	3/24/2015	MOVED Director Veenhof, SECONDED Director Hong, that pursuant to Sections 90(1)(e), (i) and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisitions, solicitor client privilege, and third party business interests.	Admin	No action required	Complete		3/25/2015	
15-317	4/28/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Regular Board meeting held Tuesday, March 24, 2015, be adopted.	Admin	Finalize and file minutes	Complete		5/1/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-318	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-319	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-320	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-321	4/28/2015	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.	Admin	Reply correspondence per motion	Complete		4/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-322	4/28/2015	MOVED Director Rogers, SECONDED Director McPherson, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.03, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		4/29/2015	copied to department, uploaded to Sht., filed in vault
15-323	4/28/2015	MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Establishment Bylaw No. 1718, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		5/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry
15-324	4/28/2015	MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Loan Authorization Bylaw No. 1719, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		5/1/2015	copied to department, uploaded to Sht., filed in vault, Adoption Letter sent to Ministry. Application for Certificate of Approval sent to MCSCD
15-325	4/28/2015	MOVED Director Fell, SECONDED Director Lefebvre, that "Westurne Heights Water Service Area Security Issuing Bylaw No. 1720, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		5/1/2015	copied to department, uploaded to Sht., filed in vault. Application for Certificate of Approval sent to MCSCD
15-326	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-336	4/28/2015	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.	Admin	Update bylaw per motion	Complete		4/29/2015	Bylaw Updated as per motion
15-338	4/28/2015	MOVED Director Young, SECONDED Director McPherson, that the Summary of the Public Information Meeting held on March 26, 2015, be received.	Admin	No action required	Complete		4/28/2015	
15-340	4/28/2015	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.	Admin	Update bylaw per motion	Complete		4/29/2015	Bylaw Updated as per motion
15-342	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-343	4/28/2015	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.	Admin	Reply correspondence per motion	Complete		4/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-344	4/28/2015	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.	Admin	Reply correspondence per motion	Complete		4/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-345	4/28/2015	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.	Admin	Reply correspondence per motion	Complete		4/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-346	4/28/2015	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.	Admin	Reply correspondence per motion	Complete		4/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-347	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-348	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-356	4/28/2015	MOVED Director Pratt, SECONDED Director Haime, that the minutes of the Agricultural Advisory Committee meeting held Friday, March 27, 2015, be received for information.	Admin	No action required	Complete		4/28/2015	
15-357	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-360	4/28/2015	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.	Admin	As per motion	Complete		4/29/2015	
15-362	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-363	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-366	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-367	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	
15-371	4/28/2015	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.	Admin	No action required	Complete		4/28/2015	Bylaw Updated as per motion
15-372	4/28/2015	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.	Admin	Update bylaw per motion	Complete		4/29/2015	Bylaw Updated as per motion
15-373	4/28/2015	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.	Admin	Update bylaw per motion	Complete		4/29/2015	Bylaw Updated as per motion
15-378	4/28/2015	MOVED Director Houle, SECONDED Director Veenhof, that pursuant to Sections 90(1) (c), and (f) of the <i>Community Charter</i> the Board proceed to an In Camera Meeting for discussions related to labour relations, and law enforcement.	Admin	No action required	Complete		4/28/2015	
15-379	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the regular Board meeting held Tuesday, April 28, 2015, be adopted.	Admin	Finalize and file minutes	Complete		5/28/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-380	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Honourable John Duncan, Member of Parliament, regarding the Canada 150 Fund be received.	Admin	No action required	Complete		5/27/2015	
15-381	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Honourable Todd Stone, Minister of Transportation and Infrastructure, regarding Godfrey Road be received.	Admin	No action required	Complete		5/27/2015	
15-382	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Danyta Welch, Union of BC Municipalities, regarding the 2015 Asset Management Planning Program grant approval and terms and conditions be received.	Admin	No action required	Complete		5/27/2015	
15-383	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Susan Boardman regarding Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area 'H', be received.	Admin	Reply correspondence per motion	Complete		5/27/2015	Correspondence sent and letter uploaded to Sharepoint
15-384	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Government of Canada regarding the Canada 150 Community Infrastructure Program be received.	Admin	No action required	Complete		5/27/2015	
15-385	5/26/2015	MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Kim Burden, Parksville & District Chamber of Commerce, regarding the Proposed Business Walk Job Creation Project be received.	Admin	Reply correspondence per motion	Complete		5/27/2015	Correspondence sent and letter uploaded to Sharepoint
15-386	5/26/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that "Nanooose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		10/2/2015	Taking care of a map issue before marking complete - 8/26/2015
15-387	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, May 12, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-391	5/26/2015	MOVED Director Thorpe, SECONDED Director Veenhof, that the minutes of the Committee of the Whole meeting held Tuesday, May 12, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	
15-393	5/26/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Lavonne Garnet regarding the Rogers telecommunications proposed cell tower be received.	Admin	Reply correspondence per motion & see 15-408	Complete		5/27/2015	Correspondence sent and letter uploaded to Sharepoint
15-394	5/26/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from the Honourable Todd Stone, Minister of Transportation and Infrastructure, regarding transit services be received.	Admin	No action required	Complete		5/27/2015	
15-395	5/26/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Derek Sturko, Ministry of Agriculture, regarding regulatory amendments affecting the production of medical marijuana on Agriculture Land Reserve be received.	Admin	No action required	Complete		5/27/2015	
15-400	5/26/2015	MOVED Director Houle, SECONDED Director Veenhof, that "Gabriola Island Taxi Saver Service Establishment Bylaw No. 1725, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		5/26/2015	Bylaw updated as per motion
15-401	5/26/2015	MOVED Director Houle, SECONDED Director Thorpe, that the Board establish 4:00 pm on Tuesday, September 8, 2015, as the deadline for receiving elector responses for the alternative approval process.	Admin	As per motion	Complete		5/26/2015	
15-402	5/26/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the Elector Response Form as provided in Attachment 2.	Admin	As per motion	Complete		5/26/2015	
15-403	5/26/2015	MOVED Director Houle, SECONDED Director Thorpe, that the Board determine the total number of electors to which the approval process applies to be 3,361.	Admin	As per motion	Complete		5/26/2015	
15-404	5/26/2015	MOVED Director Young, SECONDED Director McPherson, that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, March 30, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	
15-405	5/26/2015	MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, April 15, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	
15-407	5/26/2015	MOVED Director Young, SECONDED Director Houle, that the minutes of the Emergency Management Select Committee meeting held Wednesday, April 22, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	
15-411	5/26/2015	MOVED Director Lefebvre, SECONDED Director Westbrook, that the minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, May 12, 2015, be received for information.	Admin	No action required	Complete		5/27/2015	
15-420	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Board consent to the borrowing of \$4,644,672 from the Municipal Finance Authority of British Columbia over a 10 year term for the purpose of funding the Town of Qualicum Beach's Fire Hall construction project.	Admin	As per motion	Complete		5/26/2015	
15-421	5/26/2015	MOVED Director Westbrook, SECONDED Director Thorpe, that "Regional District of Nanaimo Security Issuing (Town of Qualicum Beach) Bylaw No. 1729, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		5/26/2015	Bylaw Updated as per motion
15-422	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that "Regional District of Nanaimo Security Issuing (Town of Qualicum Beach) Bylaw No. 1729, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-423	5/26/2015	MOVED Director McPherson, SECONDED Director Veenhof, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-424	5/26/2015	MOVED Director McPherson, SECONDED Director Veenhof, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-425	5/26/2015	MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-427	5/26/2015	MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be read a third time.	Admin	No Action	Complete		5/26/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-428	5/26/2015	MOVED Director Veenhof, SECONDED Director Rogers, that third reading of "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be rescinded.	Admin	No Action	Complete		5/26/2015	
15-430	5/26/2015	MOVED Director Veenhof, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be read a third time.	Admin	Update bylaw per motion	Complete		8/19/2015	Bylaw Updated as per motion
15-436	5/26/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Chair's information report on the Annual General Meeting of the Island Corridor Foundation, and the attached reference documents from the Foundation, be received for information.	Admin	No action required	Complete		5/27/2015	
15-439	5/26/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that pursuant to Sections 90(1) (a), (e), and (k) of the Community Charter the Board proceed to and In Camera Meeting for discussions related to Board appointments, the acquisition of land or improvements, and the proposed provision of municipal services.	Admin	No action required	Complete		5/27/2015	
15-440	5/26/2015	MOVED Director McPherson, SECONDED Director Young, that the correspondence received from Heather Sarchuk, North Cedar Improvement District, regarding Gas Tax funding for a capital infrastructure project for an additional reservoir for zone 1 be received.	Admin	No action required	Complete		5/27/2015	
15-441	5/26/2015	MOVED Director McPherson, SECONDED Director Haime, that resignations from the Regional Solid Waste Advisory Committee by Jeremy Jones and Rod Mayo be received.	Admin	As per motion	Complete		5/26/2015	Correspondence sent for both resignations and letters uploaded to Sharepoint
15-442	5/26/2015	MOVED Director McKay, SECONDED Director Haime, that Derek Haarsma, Larissa Coser, Michael Tripp, and Stewart Young be appointed to the Regional Solid Waste Advisory Committee for terms ending upon completion of the Solid Waste Management Plan Review.	Admin	As per motion	Complete		5/26/2015	Letters send for appointments and letters uploaded to Sharepoint
15-443	6/23/2015	MOVED Director Rogers, SECONDED Director Haime, that the minutes of the Regular Board meeting held Tuesday, May 26, 2015, be adopted.	Admin	Finalize and file minutes	Complete		6/29/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-444	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Catherine Mackay, Island Health, regarding Regional District of Nanaimo request for increase in supported housing funding be received.	Admin	No action required	Complete		6/24/2015	
15-445	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Michael Smith regarding the E & N Rail be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-446	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Brad Scott, Greyhound Canada, regarding an application for elimination of bus routes be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-447	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Dylan Green, Tofino Bus Services Inc., regarding an application for a new inter-city bus licence be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-448	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Bernice and Ole Lind, K. and T. Hooper, and Douglas Heslop regarding Development Variance Permit Application No. PL2014-119 – 3560 Allsop Road, Electoral Area 'C', be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent to all 3 residents and letters uploaded to Sharepoint
15-449	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Douglas Heslop regarding Development Variance Permit Application No. PL2014-119 – 3560 Allsop Road, Electoral Area 'C', be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-450	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence received from Peter Luckham, Chair, Islands Trust Council, regarding Islands Trust Council request for 25% reduction in minor route ferry fares be received.	Admin	Reply correspondence per motion - and see 15-522	Complete		7/28/2015	correspondence sent out as per motion
15-451	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that the minutes of the Electoral Area Planning Committee meeting held, Tuesday, June 9, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-456	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Special Electoral Area Planning Committee meeting held Tuesday, June 9, 2015, be received for information.	Admin	No action required	Complete		6/25/2015	
15-458	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held, Tuesday, June 23, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	
15-465	6/23/2015	MOVED Director Lefebvre, SECONDED Director Thorpe, that the minutes of the Committee of the Whole meeting held Tuesday, June 9, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	
15-466	6/23/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Christy Clark, BC Premier, regarding meetings at the 2015 Union of BC Municipalities Convention be received.	Admin	No action required	Complete		6/24/2015	
15-467	6/23/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Sav Dhaliwal, Union of BC Municipalities President, regarding 2014 Resolutions be received.	Admin	No action required	Complete		6/24/2015	
15-468	6/23/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Kelly Olson, regarding the proposed cell tower at 1421 Sunrise Drive, Electoral Area 'G' be received.	Admin	Reply correspondence per motion	Complete		6/29/2015	Correspondence sent and letter uploaded to Sharepoint
15-469	6/23/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Rollie Koop, School District 69, regarding three lots (20, 21, and 22) – former Errington Elementary School site on Grafton Avenue be received.	Admin	No action required	Complete		6/24/2015	
15-473	6/23/2015	MOVED Director Rogers, SECONDED Director Haime, that "Nanoose Bay Bulk Water Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1727, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		6/24/2015	Updated Bylaw as per motion
15-474	6/23/2015	MOVED Director Rogers, SECONDED Director Haime, that "Nanoose Bay Bulk Water Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1727, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	Bylaw finalized, uploaded to Sharepoint, filed in vault
15-475	6/23/2015	MOVED Director Haime, SECONDED Director Kipp, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1728, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		6/24/2015	Updated Bylaw as per motion
15-476	6/23/2015	MOVED Director Haime, SECONDED Director Kipp, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1728, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	Bylaw finalized, uploaded to Sharepoint, filed in vault
15-483	6/23/2015	MOVED Director Fell, SECONDED Director Haime, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 11, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	
15-484	6/23/2015	MOVED Director Young, SECONDED Director Houle, that the minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, May 20, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-485	6/23/2015	<p>MOVED Director Young, SECONDED Director Houle, that the Grants-in-Aid funds for District 68 be awarded as follows:</p> <p>Organization  Gabriola Arts Council – 7th Annual Gabriola Theatre Festival lighting rental  \$900.00  People for a Healthy Community on Gabriola Society – Transportation assistance  \$800.00  Gabriola Land &amp; Trails Trust – Purchase of bobcat loader and trailer  \$0.00  Gabriola Softball Association – Towards the purchase of a fiber base for a playground at Rollo McClay Park  \$1,250.00  Scouts Canada 1st Gabriola Scouts Group – Planning library books for Beavers and Cubs  \$741.30  Tozan Cultural Society – Construction of wood-fired kiln, repairs to firing chamber of the Tozan kiln, and building an extension on the kiln shed  0.00  Total  \$3,691.30</p>	Admin	As per motion	Complete		6/30/2015	all award/non award letters sent out with funds, letters copied to file and uploaded to Sharepoint
15-486	6/23/2015	<p>MOVED Director Young, SECONDED Director Houle, that the remaining District 68 funds in the amount of \$1417.03 be carried forward to the 2015 Fall Grants-in-Aid budget.</p>	Admin	As per motion	Complete		10/21/2015	
15-487	6/23/2015	<p>MOVED Director Young, SECONDED Director Lefebvre, that the Grants-in-Aid funds for District 69 be awarded as follows:</p> <p>Organization  Communities to Protect Our Coast – Subsidy for 10 tables for exhibitors at Flourishing in a Green Economy Tradeshow  \$0.00  Corcan-Meadowood Residents Association – Purchase of two sets of two Motorola waterproof GMRS 56 km radios  \$313.57  Errington Preschool Parents Society – Purchase of children’s songbooks, small percussion instruments, nutritional guides for early childhood, and books for the yearly workshop  \$845.00  Lighthouse Community Centre Society – Highway sign production  \$2,999.11  Oceanside Building Learning Together Society – Motion lights and security cameras for Storybook Village  \$1,724.00  Qualicum Bay Lions Club – Roof repairs  \$5,000.00  Total  \$10,881.68</p>	Admin	As per motion	Complete		6/30/2015	All award/non award letters with funds sent out, letters copied to file and uploaded to Sharepoint
15-488	6/23/2015	<p>MOVED Director Young, SECONDED Director Lefebvre, that the remaining District 69 funds in the amount of \$2,071.19, be carried forward to the 2015 Fall Grants-in-Aid budget.</p>	Admin	As per motion	Complete		10/21/2015	
15-489	6/23/2015	<p>MOVED Director Westbrook, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Thursday, May 21, 2015, be received for information.</p>	Admin	No action required	Complete		6/24/2015	
15-496	6/23/2015	<p>MOVED Director Rogers, SECONDED Director Lefebvre, that the minutes of the Arrowsmith Water Service Management Board meeting held Thursday, May 7, 2015, be received for information.</p>	Admin	No action required	Complete		6/24/2015	
15-498	6/23/2015	<p>MOVED Director Lefebvre, SECONDED Director Rogers, that the minutes of the Englishman River Water Service Management Board meeting held Thursday, May 7, 2015, be received for information.</p>	Admin	No action required	Complete		6/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-503	6/23/2015	MOVED Director Thorpe, SECONDED Director Lefebvre, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, June 16, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	
15-506	6/23/2015	MOVED Director Haime, SECONDED Director Rogers, that the "Regional District Parkland Dedication Bylaw 1726, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		6/24/2015	Bylaw Updated as per motion
15-507	6/23/2015	MOVED Director Haime, SECONDED Director Pratt, that the "Regional District Parkland Dedication Bylaw 1726, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		8/19/2015	Bylaw finalized, uploaded to Sharepoint, filed in Vault
15-513	6/23/2015	MOVED Director Pratt, SECONDED Director Westbroek, that the minutes of the Executive Committee meeting held Tuesday, June 16, 2015, be received for information.	Admin	No action required	Complete		6/24/2015	
15-514	6/23/2015	MOVED Director Kipp, SECONDED Director Lefebvre, that the Regional District of Nanaimo participate as a community partner with Vancouver Island University in their statement in response to the recent graffiti incidents in Nanaimo.	Admin	As per motion	Complete		6/23/2015	
15-516	6/23/2015	MOVED Director Young, SECONDED Director Veenhof, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.399, 2015" be read a third time.	Admin	Update bylaw per motion	Complete		6/24/2015	Bylaw updated as per motion
15-518	6/23/2015	MOVED Director Houle, SECONDED Director Veenhof, that third reading of "Gabriola Island Taxi Saver Service Establishment Bylaw No. 1725, 2015" be rescinded.	Admin	Update bylaw per motion	Complete		6/23/2015	
15-519	6/23/2015	MOVED Director Houle, SECONDED Director McPherson, that "Gabriola Island Taxi Saver Service Establishment Bylaw No. 1725, 2015" be amended as follows: <ul style="list-style-type: none"> <li>• By deleting "Taxi Saver Service" throughout the bylaw and replacing it with "Taxi Saver Contribution Service";</li> <li>• By deleting Section 2 and replacing it with the following:  "2. Service  (1) A Taxi Saver Contribution Service is hereby established for the purpose of providing a contribution toward the operation of a Taxi Saver Program on Gabriola Island to provide assistance to residents of Gabriola Island who are persons with disabilities or seniors with low incomes (the "Service").  (2) For the purpose of this bylaw a "low income senior" means a person 65 years of age or older who is enrolled in the MSP Regular Premium Assistance Program or qualifies for another provincial or federal income assistance program on the basis of financial need."</li> </ul>	Admin	Update bylaw per motion	Complete		6/23/2015	
15-520	6/23/2015	MOVED Director Houle, SECONDED Director Veenhof, that "Gabriola Island Taxi Saver Contribution Service Establishment Bylaw No. 1725, 2015" be read a third time as amended.	Admin	Update bylaw per motion	Complete		6/23/2015	
15-521	6/23/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the revised Elector Response Form as provided in Attachment 2.	Admin	As per motion	Complete		6/23/2015	
15-522	6/23/2015	MOVED Director Houle, SECONDED Director Veenhof, that staff prepare a letter for the signature of the Chair in support of Islands Trust Council's request that the Province fund a reduction in ferry fares on BC Ferries' minor routes by 25 per cent.	Admin	As per motion and see 15-450	Complete		7/30/2015	Correspondence sent to Minister and cc's, letter uploaded to Sharepoint
15-524	6/23/2015	MOVED Director Houle, SECONDED Director Kipp, that the Regional District of Nanaimo support in principle all 94 Calls to Action of the Truth and Reconciliation Commission.	Admin	No action required	Complete		6/24/2015	
15-525	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that pursuant to Sections 90(1) (a), (e), (g), (i), and (k) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to Board appointments, land acquisition, litigation, solicitor-client privilege, and the proposed provision of municipal services.	Admin	No action required	Complete		6/24/2015	
15-527	6/23/2015	MOVED Director Veenhof, SECONDED Director Haime, that the Board renew its legal services agreements with Stewart McDannold Stuart in the area of local government law and Harris & Co. in the area of labour law for a three year term expiring July 2018.	Admin	Finalize and file agreement	Complete		7/15/2015	Letter of Engagement for SMS and Harris & Co sent out, Complete RFP and Agreements uploaded to ShPt, Agmt Database updated, Agreements filed in Vault
15-528	6/23/2015	MOVED Director Rogers, SECONDED Director Veenhof, that the Board permit the Electoral Area 'E' Alternate Director to attend the July In Camera meeting.	Admin	Note for meeting as per motion	Complete		6/23/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-529	6/23/2015	MOVED Director Westbroek, SECONDED Director Fell, that Alternate Directors be permitted to attend In Camera meetings. A recorded vote was requested. The motion was CARRIED with Directors Bestwick, Fell, Hong, Kipp, McKay, Pratt, Rogers, Thorpe, Westbroek, Yoachim and Young voting in the affirmative, and Directors Haime, Houle, Lefebvre, McPherson, Stanhope and Veenhof voting in the negative. Recorded Vote: In Favour – 11, Opposed - 6	Admin	update procedure bylaw or policies, etc as per motion	Complete		6/23/2015	
15-530	7/28/2015	MOVED Director Veenhof SECONDED Director Houle, that the minutes of the Regular Board meeting held Tuesday, June 23, 2015, be adopted.	Admin	Finalize and file minutes	Complete		7/29/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-531	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Danyta Welch, Union of BC Municipalities, regarding the 2015/16 (Spring) Regional Community to Community Forum – Approval in Principle – Snuneymuxw First Nation be received.	Admin	No action required	Complete		7/28/2015	
15-532	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Danyta Welch, Union of BC Municipalities, regarding the 2015/16 (Spring) Regional Community to Community Forum – Approval in Principle – Snaw-Naw-As First Nation be received.	Admin	No action required	Complete		7/28/2015	
15-533	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Janet Thony, Coombs Farmers' Institute, regarding the Farmers Feed Families project be received.	Admin	Reply correspondence per motion	Complete		8/4/2015	Replied via reg mail, scanned to Sharepoint and filed letter
15-534	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Ben T. Williams, Island Health, regarding a change in closure time for the urgent care at the Oceanside Health Centre be received.	Admin	No action required	Complete		7/28/2015	
15-535	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence received from Hilde Schlosar, Central Vancouver Island Multicultural Society, regarding a local Immigration Partnership be received.	Admin	Reply correspondence per motion see also 15-592	Complete		8/4/2015	Replied via email and reg mail, scanned to Sharepoint and filed letter
15-536	7/28/2015	MOVED Director Veenhof, SECONDED Director McPherson, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, July 14, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-550	7/28/2015	MOVED Director Thorpe, SECONDED Director Westbroek, that the minutes of the Committee of the Whole meeting held Tuesday, July 14, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-551	7/28/2015	MOVED Director Houle, SECONDED Director Westbroek, that the correspondence received from Robert Meyer regarding a funding request for a playground at Rollo/McClay Park be received.	Admin	Reply correspondence per motion	Complete		8/4/2015	Replied via reg mail, scanned to Sharepoint and filed letter
15-552	7/28/2015	MOVED Director Houle, SECONDED Director Westbroek, that the correspondence received from Sav Dhaliwal, Union of BC Municipalities, regarding 2015 Resolutions be received.	Admin	No action required	Complete		7/28/2015	
15-553	7/28/2015	MOVED Director Houle, SECONDED Director Westbroek, that the correspondence received from Neil & Lillian Varcoe regarding the stone quarry on Valdes Island be received.	Admin	Reply correspondence per motion	Complete		8/4/2015	Replied via email, scanned to Sharepoint and filed letter
15-559	7/28/2015	MOVED Director McKay, SECONDED Director Rogers, that "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.03, 2015" be introduced and read three times.	Admin	Update Bylaw as per motion	Complete		8/19/2015	Updated Bylaw as per motion
15-560	7/28/2015	MOVED Director McKay, SECONDED Director Rogers, that "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.03, 2015" be adopted.	Admin	Finalize and file Bylaw	Complete		8/19/2015	copied to department, uploaded to Sht., filed in vault
15-562	7/28/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Wednesday, May 20, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-563	7/28/2015	MOVED Director Rogers, SECONDED Director Pratt, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, May 27, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-564	7/28/2015	MOVED Director Houle, SECONDED Director Powell, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, June 2, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-567	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, June 17, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-573	7/28/2015	MOVED Director Veenhof, SECONDED Director Powell, that the minutes of the District 69 Recreation Commission meeting held Thursday, June 18, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-575	7/28/2015	MOVED Director Houle, SECONDED Director Fell, that the minutes of the Agricultural Advisory Committee meeting held Friday, July 3, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-577	7/28/2015	MOVED Director Rogers, SECONDED Director McPherson, that the minutes of the Fire Services Advisory Committee meeting held Thursday, May 14, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-578	7/28/2015	MOVED Director Rogers, SECONDED Director Pratt, that the minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Monday, June 1, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-579	7/28/2015	MOVED Director Pratt, SECONDED Director Powell, that the minutes of the Sustainability Select Committee meeting held Thursday, July 16, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-582	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the minutes of the Transit Select Committee meeting held Thursday, July 16, 2015, be received for information.	Admin	No action required	Complete		7/28/2015	
15-585	7/28/2015	MOVED Director Veenhof, SECONDED Director Haime, that "Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1733, 2015" be introduced and read three times.	Admin	Update Bylaw as per motion	Complete		8/19/2015	Updated Bylaw as per motion
15-586	7/28/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that "Property Tax Exemption (Alberni-Clayoquot Mt. Arrowsmith Regional Park) Bylaw No. 1733, 2015" be adopted.	Admin	Finalize and file Bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-587	7/28/2015	MOVED Director Fell, SECONDED Director Haime, that "Whiskey Creek Water Service Security Issuing Bylaw No. 1702, 2015" be introduced and read three times.	Admin	Update Bylaw as per motion	Complete		8/19/2015	Bylaw updated as per motion
15-588	7/28/2015	MOVED Director Fell, SECONDED Director Haime, that "Whiskey Creek Water Service Security Issuing Bylaw No. 1702, 2015" be adopted.	Admin	Finalize and file Bylaw	Complete		8/19/2015	copied to department, uploaded to Shtpt., filed in vault
15-589	7/28/2015	MOVED Director Fell, SECONDED Director Haime, staff be directed to proceed with establishment of a new District 69 Search and Rescue Service through an alternative approval process.	Admin	Proceed with AAP as per motion	Complete			service included in 2016 - 2020 Fin Plan
15-591	7/28/2015	MOVED Director McPherson, SECONDED Director Fell, that Policy A2.20 for short and long-term investments be approved.	Admin	Finalize Policy A2.20 and Upload to SharePoint	Complete		7/30/2015	Policy finalized, uploaded to SharePoint and SharePoint policy lists updated
15-592	7/28/2015	MOVED Director Westbroek, SECONDED Director Hong, that the Board provide a letter of support in principle to the Central Vancouver Island Multicultural Society indicating interest in participating in a local Immigration Partnership.	Admin	Prepare and send letter of support in Principle as per motion by deadline of Aug 5/15	Complete		8/4/2015	
15-593	7/28/2015	MOVED Director Westbroek, SECONDED Director Powell, that pursuant to Sections 90 (1) (a) and (e) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to Board appointments and land acquisition.	Admin	No action required	Complete		7/28/2015	
15-594	7/28/2015	MOVED Director Houle, SECONDED Director Powell, that Megan Osmond-Jones be appointed to the Electoral Area 'B' Parks and Open Space Advisory Committee for a term ending December 31, 2015.	Admin	Update membership list and sent appointment letter/regret letter as per motion	Complete		7/30/2015	membership list updated, appointment letter & regret letter sent out as per motion
15-595	8/25/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Regular Board meeting held Tuesday, July 28, 2015, be adopted.	Admin	Finalize and file minues	Complete		8/26/2015	minutes uploaded to Sharepoint and filed in vault
15-596	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Gary Paget and Gary MacIsaac, Green Communities Committee, regarding successful efforts to measure and reduce corporate greenhouse gas emissions for the 2014 reporting year be received.	Admin	No action required	Complete		8/26/2015	
15-597	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Nigel and Annerose Lutz regarding the property at 1417 Pilot Way, Electoral Area 'E' be received.	Admin	Reply correspondence per motion & see 15-621	Complete		8/27/2015	Correspondence sent and letter uploaded to Sharepoint

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-598	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Ian Porter, Seacliff Properties, regarding Fairwinds Community and Resort be received.	Admin	Reply correspondence per motion	Complete		8/27/2015	Correspondence sent and letter uploaded to Sharepoint
15-599	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Paul Grinder, Arrowsmith Parks and Land-Use Council, regarding development and carrying capacity be received.	Admin	Reply correspondence per motion	Complete		8/27/2015	Correspondence sent and letter uploaded to Sharepoint
15-600	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Patrick Livolsi, Ministry of Transportation and Infrastructure, regarding the New Building Canada Fund – Small Communities Fund – Project #N20103 for the Whiskey Creek Water System treatment be received.	Admin	No action required	Complete		8/26/2015	
15-601	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Patrick Livolsi, Ministry of Transportation and Infrastructure, regarding the New Building Canada Fund – Small Communities Fund – Project #N20112 for the Greater Nanaimo Pollution Control Centre secondary treatment upgrades to the centrifuge and polymer system be received.	Admin	No action required	Complete		8/26/2015	
15-602	8/25/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence received from Patrick Livolsi, Ministry of Transportation and Infrastructure, regarding the New Building Canada Fund – Small Communities Fund – Project #N20113 for the French Creek Pollution Control Centre interceptor and pump station upgrades be received.	Admin	No action required	Complete		8/26/2015	
15-603	8/25/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Special Electoral Area Planning Committee meeting held Tuesday, July 28, 2015, be received for information.	Admin	No action required	Complete		8/26/2015	
15-607	8/25/2015	MOVED Director Fell, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, June 10, 2015, be received for information.	Admin	No action required	Complete		8/26/2015	
15-608	8/25/2015	MOVED Director Young, SECONDED Director Fell, that the minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, June 22, 2015, be received for information.	Admin	No action required	Complete		8/26/2015	
15-610	8/25/2015	MOVED Director Veenhof, SECONDED Director Brennan, that the Board receive the progress report on the status of the 2015 Service Area Work Plan projects and activities, for information.	Admin	No action required	Complete		8/25/2015	
15-612	8/25/2015	MOVED Director Veenhof, SECONDED Director Rogers, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.394, 2014" be adopted.	Admin	Finalize and file bylaw	Complete		8/27/2015	copied to department, uploaded to Shpt., filed in vault
15-613	8/25/2015	MOVED Director Veenhof, SECONDED Director Rogers, that the report of the Public Hearing held on August 10, 2015, for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.395, 2015" be received.	Admin	No action required	Complete		8/26/2015	
15-614	8/25/2015	MOVED Director Veenhof, SECONDED Director Rogers, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.395, 2015" be read a third time.	Admin	Update bylaw per motion	Complete		8/26/2015	Bylaw Updated as per motion
15-621	8/25/2015	MOVED Director Rogers, SECONDED Director Fell, that the correspondence from Nigel and Annerose Lutz be referred to the Electoral Area Planning Committee for review and consideration.	Admin	As per motion	Complete		9/1/2015	Correspondence sent as per motion
15-622	8/25/2015	MOVED Director Brennan, SECONDED Director Lefebvre, 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.	Admin	No action required	Complete		7/29/2015	
15-624	8/25/2015	MOVED Director Houle, SECONDED Director Kipp, that staff be directed to develop a borrowing bylaw under the Gabriola Island Recreation Services function for approval of the electors.	Admin	As per motion	Complete		9/29/2015	Deal off per 15-687
15-627	9/29/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Regular Board meeting held Tuesday, August 25, 2015, be adopted.	Admin	Finalize and file minutes	Complete		10/1/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-628	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Madge Rudgard regarding Development Variance Permit Application No. PL2015-068 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion see also 15-641	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-629	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Wendy Burns regarding Development Variance Permit Application No. PL2015-068 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion - See also 15-641	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-630	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from June Ross, Vancouver Island Water Watch Coalition, regarding challenges and opportunities for regional water resources be received.	Admin	Reply correspondence per motion - See also 15-660, 15-661, 15-662 & 15-663	Complete		10/1/2015	correspondence sent and letter uploaded to Sharepoint
15-631	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Paul Turner regarding Development Variance Permit Application No. PL2015-101 – 3216 Bay Road, Electoral Area 'H', be received.	Admin	Reply correspondence per motion - See also 15-643	Complete		10/1/2015	correspondence sent and letter uploaded to Sharepoint
15-632	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Jim Fiddick, Cedar Community Association, regarding a new heating system for the Cedar Community Hall be received.	Admin	Reply correspondence per motion	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-633	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from H.L. Shove regarding Development Variance Permit Application No. PL2015-068 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion - See also 15-641	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-634	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from David Roach and Suzanne Samborski regarding Development Variance Permit Application No. PL2015-068 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion - See also 15-641	Complete		10/1/2015	correspondence sent and letter uploaded to Sharepoint
15-635	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the correspondence from Murray Hamilton, Owners of Strata Plan VIS 5160, regarding Development Variance Permit Application No. PL2015-101 – 3216 Bay Road, Electoral Area 'H', be received.	Admin	Reply correspondence per motion - see also 15-643	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-636	9/29/2015	MOVED Director Houle, SECONDED Director Fell, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, September 8, 2015, be received for information.	Admin	No action required	Complete		9/29/2015	
15-637	9/29/2015	MOVED Director Young, SECONDED Director Kipp, that the correspondence from Nigel and Annerose Lutz regarding the property at 1417 Pilot Way, Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-638	9/29/2015	MOVED Director Young, SECONDED Director Kipp, that the correspondence from Klaus and Elizabeth Schmitt regarding Development Variance Permit Application No. PL2015-098 – 2957 Dolphin Drive, Electoral Area 'E', be received.	Admin	Reply Correspondence as per motion - See 15-642	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-647	9/29/2015	MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015", be introduced and read two times.	Admin	Update bylaw per motion	Complete		10/1/2015	Bylaw updated as per motion
15-649	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Committee of the Whole meeting held Tuesday, September 8, 2015, be received for information.	Admin	No action required	Complete		10/1/2015	
15-650	9/29/2015	MOVED Director Westbroek, SECONDED Director Pratt, that the correspondence from Patrick Livolsi, Ministry of Transportation and Infrastructure, regarding the New Building Canada Fund Project #N20102 for the San Pareil Water System treatment upgrades be received.	Admin	No action required	Complete		9/30/2015	
15-651	9/29/2015	MOVED Director Westbroek, SECONDED Director Pratt, that the correspondence from Beverly Marshall, Arrowsmith Search and Rescue Society, regarding appreciation of Regional District of Nanaimo support be received.	Admin	Reply correspondence as per motion	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint
15-652	9/29/2015	MOVED Director Westbroek, SECONDED Director Pratt, that the correspondence from Doug Shorter, Industry Canada, regarding follow-up on Regional District of Nanaimo Board resolution requesting Industry Canada withhold approval of the Telus antenna structure proposal for 1421 Sunrise Drive, pending further public consultation, be received.	Admin	Reply correspondence per motion	Complete		10/2/2015	
15-653	9/29/2015	MOVED Director Westbroek, SECONDED Director Pratt, that the correspondence from Laurie Gourlay and Jackie Moad regarding Thistledown Farm be received.	Admin	Reply Correspondence as per motion	Complete		10/1/2015	Correspondence sent and letter uploaded to Sharepoint

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-654	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that "Gabriola Island Transit Contribution Service Establishment Bylaw No. 1734, 2015" be introduced and read three times and be forwarded to the Inspector of Municipalities for approval.	Admin	As per motion	Complete		9/30/2015	Bylaw updated as per motion and forward for approval
15-655	9/29/2015	MOVED Director Houle, SECONDED Director Kipp, that the Regional District proceed to referendum to obtain the assent of the electors of Electoral Area 'B' to establish a Transit Contribution Service and that the referendum question be as follows: "Are you in favour of the Regional District of Nanaimo adopting Bylaw No. 1734 to provide for the following: • establishing the "Transit Contribution Service" within Electoral Area 'B' to provide for a contribution towards a system of public transit in Electoral Area 'B'; and • annually requisitioning up to a maximum of the greater of \$250,000 or \$0.25 per \$1,000 of net taxable value of land and improvements to pay for the service?"	Admin	As per motion	Complete		2/20/2016	
15-656	9/29/2015	MOVED Director Houle, SECONDED Director Kipp, that the Board approve the synopsis of Bylaw No. 1734 for the publication of notices associated with the referendum as follows: "Bylaw No. 1734 – "Gabriola Island Transit Contribution Service Establishment Bylaw No. 1734, 2015" — This bylaw provides for the following: • establishing a service to provide for a contribution towards a system of public transit in Electoral Area 'B'; • establishing the boundaries of the service area to be Electoral Area 'B'; and • annually requisitioning up to a maximum of the greater of \$250,000 or \$0.25 per \$1,000 of net taxable value of land and improvements in the service area to pay for the service."	Admin	As per motion	Complete		9/29/2015	
15-657	9/29/2015	MOVED Director Houle, SECONDED Director Lefebvre, that Jacquie Hill, Manager of Administrative Services, be appointed as the Chief Election Officer and Matt O'Halloran, Legislative Coordinator, be appointed as the Deputy Chief Election Officer for the purpose of conducting this referendum.	Admin	As per motion	Complete		10/27/2015	Appointment Forms No. 2-1 completed, Declaration Form No. 2-2.1 also completed for both Chief Election Officer and Deputy Chief Election Officer
15-665	9/29/2015	MOVED Director Fell, SECONDED Director Lefebvre, that Regional District of Nanaimo "Animal Control Amendment Bylaw No. 941.05, 2015" be introduced and read three times.	Admin	Update Bylaw as per motion	Complete		10/1/2015	Bylaw updated as per motion
15-666	9/29/2015	MOVED Director Fell, SECONDED Director Lefebvre, that Regional District of Nanaimo "Animal Control Amendment Bylaw No. 941.05, 2015" be adopted.	Admin	Finalize and File Bylaw	Complete		11/30/2015	copied to department, uploaded to Shpt., filed in vault
15-667	9/29/2015	MOVED Director Fell, SECONDED Director Lefebvre, that "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.04, 2015" be introduced and read three times.	Admin	Update Bylaw as per motion	Complete		10/1/2015	Bylaw Updated as per motion
15-668	9/29/2015	MOVED Director Fell, SECONDED Director Westbroek, that "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.04, 2015" be adopted.	Admin	Finalize and File Bylaw	Complete		11/30/2015	copied to department, uploaded to Shpt., filed in vault
15-671	9/29/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Englishman River Water Service Management Board meeting held Thursday, July 30, 2015, be received for information.	Admin	No action required	Complete		10/1/2015	
15-673	9/29/2015	MOVED Director Houle, SECONDED Director Young, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, June 29, 2015, be received for information.	Admin	No action required	Complete		10/1/2015	
15-674	9/29/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Sustainability Select Committee meeting held Tuesday, September 15, 2015, be received for information.	Admin	No action required	Complete		10/1/2015	
15-679	9/29/2015	MOVED Director Houle, SECONDED Director Fell, that "Gabriola Island Taxi Saver Contribution Service Establishment Bylaw No. 1725, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		2/1/2016	
15-680	9/29/2015	MOVED Director Recalma, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.395, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		10/30/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-684	9/29/2015	MOVED Director Houle, SECONDED Director Young, that pursuant to Sections 90 (1) (e), (i) and (m) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to land acquisition, solicitor-client privilege, and third-party business interests.	Admin	No Action Required	Complete		10/1/2015	
15-688	10/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the minutes of the Regular Board meeting held Tuesday, September 29, 2015, be adopted.	Admin	Finalize and file minutes	Complete		10/28/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-689	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Mike Atkins and Nicholas Fortin, Nanaimo Marine Rescue Society, regarding the Southern Community Search and Rescue Contribution Service – Nanaimo Marine Rescue Society – renewal of agreement be received.	Admin	reply correspondence per motion and cite 15-747	Complete		11/19/2015	letter sent, uploaded to Shpt, and copy filed in corresp. file
15-690	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Ralph Hagen regarding the Gabriola Rollo Centre be received.	Admin	reply correspondence per motion and cite 15-749	Complete		11/19/2015	letter sent, uploaded to Shpt, and copy filed in corresp. file
15-691	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Sgt. Sheryl Armstrong, Nanaimo RCMP, regarding the funding request for Nanaimo police-based victim services be received.	Admin	reply correspondence per motion and cite 15-751	Complete		11/19/2015	letter sent, uploaded to Shpt, and copy filed in corresp. file
15-692	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Jack Ferrero regarding support for an application under the Build Canada Fund be received.	Admin	reply correspondence per motion and cite 15-750	Complete		10/30/2015	Correspondence sent and letter uploaded to Sharepoint
15-693	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Deborah Blum regarding access to historic, public travelled roads be received.	Admin	reply correspondence per motion & cite 15-748	Complete		11/19/2015	letter sent, uploaded to Shpt, and copy filed in corresp. file
15-694	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the correspondence from Todd Stone, Minister of Transportation and Infrastructure, regarding a transit funding update be received.	Admin	No action required	Complete		10/27/2015	
15-695	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, October 13, 2015, be received for information.	Admin	No action required	Complete		10/27/2015	
15-696	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from Jack Anderson, Greenplan, regarding Development Permit with Variance – 1604 Cedar Road, Electoral Area 'A', be received.	Admin	reply correspondence per motion	Complete		11/19/2015	letter sent, uploaded to Shpt, and copy filed in corresp. file
15-702	10/27/2015	MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015", be introduced and read two times.	Admin	Update bylaw per motion	Complete		10/28/2015	Bylaw Updated as per motion
15-711	10/27/2015	MOVED Director Lefebvre, SECONDED Director Thorpe, that the minutes of the Committee of the Whole meeting held Tuesday, October 13, 2015, be received for information.	Admin	No action required	Complete		10/27/2015	
15-714	10/27/2015	MOVED Director Lefebvre, SECONDED Director Thorpe, that Policy No. A4.2 - WHMIS be converted from a Board Policy to a Chief Administrative Officer Policy and referred to staff.	Admin	As per motion	Complete		10/28/2015	
15-715	10/27/2015	MOVED Director Westbroek, SECONDED Director Kipp, that "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" be introduced and read three times and be forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to MCSCD	Complete		10/28/2015	Bylaw updated as per motion and letter requesting Inspector approval sent Oct 28/15
15-716	10/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that participating area approval is to be obtained for the entire proposed service area.	Admin	No action required	Complete		10/27/2015	
15-717	10/27/2015	MOVED Director Fell, SECONDED Director Westbroek, that the Board establish 4:30 pm on Thursday, February 25, 2016, as the deadline for receiving elector responses for the alternative approval process.	Admin	As per motion	Complete		1/26/2016	
15-718	10/27/2015	MOVED Director Fell, SECONDED Director Westbroek, that the Board approve the Elector Response Form as provided in Attachment 2.	Admin	As per motion	Complete		10/27/2015	
15-719	10/27/2015	MOVED Director Fell, SECONDED Director Westbroek, that the Board determine the total number of electors to which the approval process applies to be 36,826.	Admin	As per motion	Complete		10/27/2015	
15-720	10/27/2015	MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Southern Community Sewer Local Service Amendment Bylaw No. 888.06, 2015" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to MCSCD	Complete		11/30/2015	Bylaw updated as per motion and letter requesting Inspector approval sent Oct. 28/15

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-721	10/27/2015	MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Northern Community Sewer Local Service Amendment Bylaw No. 889.71, 2015" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.	Admin	Update bylaw per motion and forward to MCSCD	Complete		11/30/2015	Bylaw updated as per motion and letter requesting Inspector approval sent Oct 28/15
15-740	10/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be read a third time.	Admin	Update bylaw per motion	Complete		12/1/2015	Hearing sch for Dec 1st
15-741	10/27/2015	MOVED Director Kipp, SECONDED Director Hong, that "City of Nanaimo Municipal Benefiting Area Amendment Bylaw No. 1216.04, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		10/28/2015	Bylaw updated as per motion
15-752	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that pursuant to Sections 90 (1) (c), (e), and (i), and 90 (2) (d) of the Community Charter the Board proceed to an In Camera Meeting, for discussions related to labour relations, land acquisitions, solicitor-client privilege, and third-party business interests.	Admin	No action required	Complete		10/27/2015	
15-753	10/27/2015	MOVED Director McKay, SECONDED Director Houle, that the four temporary positions identified in this report be converted to permanent.	Admin	As per motion	Complete		10/28/2015	
15-756	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Regular Board meeting held Tuesday, October 27, 2015, be adopted.	Admin	Finalize and file minutes	Complete		11/25/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-757	11/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the minutes of the Special Board meeting held Tuesday, November 3, 2015, be adopted.	Admin	Finalize and file minutes	Complete		11/25/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-758	11/24/2015	MOVED Director Young, SECONDED Director McPherson, that the correspondence from Gail Adrienne, Nanaimo and Area Land Trust, regarding the Mount Benson Conservation Covenant be received.	Admin	No action required	Complete		11/24/2015	
15-759	11/24/2015	MOVED Director Young, SECONDED Director McPherson, that the correspondence from Kelly Olson regarding the Telus application for a proposed cell tower site at 1421 Sunrise Drive, Electoral Area 'G' and comment on Rogers' proposal be received.	Admin	Reply correspondence per motion & see 15-820 & 15-821	Complete		12/2/2015	Correspondence sent and letter uploaded to Sharepoint
15-760	11/24/2015	MOVED Director Haime, SECONDED Director Hong, that "City of Nanaimo Municipal Benefiting Area Amendment Bylaw No. 1216.04, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		11/30/2015	copied to department, uploaded to Sht., filed in vault
15-761	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, November 10, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-770	11/24/2015	MOVED Director Thorpe, SECONDED Director Veenhof, that the minutes of the Committee of the Whole meeting held Tuesday, November 10, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-771	11/24/2015	MOVED Director Westbroek, SECONDED Director Fell, that the correspondence from Thomas W. Barnes, Municipal Insurance Association of BC, regarding the Municipal Insurance Association of BC dividend cheque be received.	Admin	No action required	Complete		11/24/2015	
15-772	11/24/2015	MOVED Director Rogers, SECONDED Director Fell, that the correspondence from Chief David Bob, Nanoose First Nation, regarding the Beachcomber Marina proposed expansion to the south be received.	Admin	Reply correspondence per motion	Complete		11/13/2015	Reply correspondence sent by planning with more extensive response
15-773	11/24/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the "Regional Sewer Source Control Bylaw No. 1730, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Updated Bylaw as per motion
15-774	11/24/2015	MOVED Director Houle, SECONDED Director Lefebvre, that the "Regional Sewer Source Control Bylaw No. 1730, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		11/30/2015	copied to department, uploaded to Sht., filed in vault
15-775	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the "Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.04, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Bylaw updated as per motion
15-779	11/24/2015	MOVED Director Haime, SECONDED Director Brennan, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1737, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Updated Bylaw as per motion
15-780	11/24/2015	MOVED Director Haime, SECONDED Director Brennan, that "Southern Community Sewer Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1737, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		11/30/2015	copied to department, uploaded to Sht., filed in vault
15-781	11/24/2015	MOVED Director Rogers, SECONDED Director Houle, that "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.07, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Updated Bylaw as per motion

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-782	11/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that "Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.08, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Updated Bylaw as per motion
15-785	11/24/2015	MOVED Director Houle, SECONDED Director McPherson, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, October 6, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-787	11/24/2015	MOVED Director Fell, SECONDED Director McPherson, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, October 14, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-788	11/24/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the minutes of the District 69 Recreation Commission meeting held Thursday, October 15, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-791	11/24/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the District 69 Community Justice Select Committee meeting held Monday, October 19, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-795	11/24/2015	MOVED Director Young, SECONDED Director Haime, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, October 20, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-798	11/24/2015	MOVED Director Veenhof, SECONDED Director Young, that the minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, October 21, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-799	11/24/2015	MOVED Director Young, SECONDED Director Veenhof, that Grant-in-Aid funds for District 68 be awarded as follows: Scouts Canada 1st Gabriola Scouts Group – outdoor camping equipment \$ 0.00 Tozan Cultural Society – complete the construction of a smaller wood-fired kiln \$ 1,709.08 Yellow Point Drama Group – lighting upgrades for the stage \$ 3,113.50 Total \$ 4,822.58	Admin	As per motion	Complete		12/7/2015	Correspondence sent and letter uploaded to Sharepoint
15-800	11/24/2015	MOVED Director Young, SECONDED Director Veenhof, that Grant-in-Aid funds for District 69 be awarded as follows: Alpine Gardeners of Central Vancouver Island – toward the purchase of equipment (Power Point program, lap top, computer, screen, printer and materials), camera, library cart and books \$ 2,915.64 Canadian Red Cross Society – computer, printer, and signage \$ 1,480.00 Heartwood Home Learners Co-operative – equipment for outdoor programming \$ 1,400.00 Lighthouse Community Centre Society – security escutcheons and weather-stripping for exterior doors for the hall \$ 1,000.00 Oceanside Building Learning Together Society – Books for Babes Program \$ 1,000.00 Oceanside Hospice Society – equipment for the Equipment Loan Program \$ 5,000.00 Total \$12,795.64	Admin	As per motion	Complete		12/7/2015	Correspondence sent and letter uploaded to Sharepoint
15-801	11/24/2015	MOVED Director Young, SECONDED Director Lefebvre, that the minutes of the Agricultural Advisory Committee meeting held Friday, October 23, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-802	11/24/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, October 21, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-804	11/24/2015	MOVED Director McPherson, SECONDED Director Rogers, that the minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Friday, October 16, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	
15-805	11/24/2015	MOVED Director Young, SECONDED Director McPherson, that the minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, October 26, 2015, be received for information.	Admin	No action required	Complete		11/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-809	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Board receive the 2016 Association of Vancouver Island and Coastal Communities (AVICC) Resolutions Notice and Call for Nominations and identify topics for which the Board wishes staff to draft resolutions.	Admin	As per motion	Complete		1/12/2016	
15-810	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Board direct staff to present the resolutions to the Board for consideration of adoption and submission to the Association of Vancouver Island and Coastal Communities.	Admin	As per motion	Complete		1/12/2016	
15-811	11/24/2015	MOVED Director Young, SECONDED Director Veenhof, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.399, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		11/30/2015	copied to department, uploaded to Shtp., filed in vault
15-812	11/24/2015	MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be adopted.	Admin	Finalize and file bylaw	Complete		11/30/2015	copied to department, uploaded to Shtp., filed in vault
15-814	11/24/2015	MOVED Director Veenhof, SECONDED Director Young, that "San Pareil Water Supply Local Service Area Amendment Bylaw No. 1170.04, 2015" be introduced and read three times.	Admin	Update bylaw per motion	Complete		11/25/2015	Updated Bylaw as per motion
15-823	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that pursuant to Sections 90 (1) (a), (c), (e), (f), and (j) of the Community Charter the Board proceed to an In Camera Meeting, for discussions related to Board nominations, personnel issues, land acquisitions, law enforcement, and third-party business interests.	Admin	No action required	Complete		11/24/2015	
15-825	11/24/2015	MOVED Director Veenhof, SECONDED Director Haime, that the position of Interim Chief Administrative Officer for the Regional District of Nanaimo be posted internally.	Admin	As per motion	Complete		12/2/2015	
15-828	12/8/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the correspondence from member municipalities regarding council appointments to the Board for the year 2016 be received.	Admin	File correspondence	Complete		12/9/2015	
15-829	12/8/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the ballots cast for the Chairperson election be destroyed.	Admin	As per motion	Complete		12/8/2015	
15-830	12/8/2015	MOVED Director Houle, SECONDED Director Thorpe, that the minutes of the Regular Board meeting held Tuesday, November 24, 2015, be adopted.	Admin	Finalize and file minutes	Complete		12/11/2015	Minutes finalized, filed in Vault and uploaded to Sharepoint
15-831	12/8/2015	MOVED Director McKay, SECONDED Director Haime, that the correspondence from Rosemary Bonanno, Vancouver Island Regional Library, regarding appointment to the 2016 Vancouver Island Regional Library Board be received.	Admin	No Action	Complete		12/8/2015	Letter of Appointments sent see 15-836
15-832	12/8/2015	MOVED Director Rogers, SECONDED Director Bestwick, that the 2016 Board and Standing Committee regular meeting schedule be approved as presented.	Admin	Advertise meeting schedule in PQ News and Nanaimo Daily News in early January	Complete		12/22/2015	2016 Meeting Schedule provided to Gary at Trinex and posted on Bulletin Board
15-833	12/8/2015	MOVED Director Haime, SECONDED Director Rogers, that third reading of "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" be rescinded.	Admin	Update bylaw reading date	Complete		12/9/2015	
15-834	12/8/2015	MOVED Director Haime, SECONDED Director Rogers, that "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" be amended by deleting "\$0.0017 per \$1,000.00" and replacing it with "\$0.0011 per \$1,000.00".	Admin	Amend bylaw per motion	Complete		12/9/2015	
15-835	12/8/2015	MOVED Director Haime, SECONDED Director Rogers, that "Northern Community Search and Rescue Contribution Service Establishment Bylaw No. 1736, 2015" be read a third time as amended.	Admin	Update bylaw and send to Ministry	Complete		12/9/2015	Bylaw updated per third reading as per motion and sent to Ministry
15-836	12/8/2015	MOVED Director Stanhope, SECONDED Director Lefebvre, that Director Houle be appointed as the Regional District of Nanaimo representative to the Vancouver Island Regional Library Board and Director Young be appointed as the Regional District of Nanaimo alternate representative to the Vancouver Island Regional Library Board.	Admin	Send appointment information to VIRL	Complete		12/14/2015	Letter sent to R Bonanno re Appointments to the 2016 Board, Financial Disclosure of Director and Alt. Director etc.
15-837	12/8/2015	MOVED Director Rogers, SECONDED Director McKay, that pursuant to Sections 90 (1) (a) and (c) of the Community Charter the Board proceed to an In Camera Meeting, for discussions related to personnel and Board Appointments.	Admin	No action	Complete		12/8/2015	
16-001	1/26/2016	MOVED Director Stanhope, SECONDED Director Houle, that the minutes of the Ingurual Board meeting held Tuesday, December 8, 2015, be adopted.	Admin	Finalize and file minutes	Complete		2/15/2016	Minutes finalized, filed in Vault and uploaded to Sharepoint

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
16-002	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Lois Wendy Burns regarding Development Variance Permit Application No. PL2015-170 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-003	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Helen Shove regarding Development Variance Permit Application No. PL2015-170 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-005	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Lois Wendy Burns regarding Development Variance Permit Application No. PL2015-170 – 1542 Madrona Drive, Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-006	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Strata Council, Owners of Strata Plan VIS 5160, regarding Development Permit with Variance Application No. PL2015-153 – 2462 Shady Lane, (Horne Lake), Electoral Area 'H' be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-007	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from D.E. Reiffenstein on behalf of J. M. Rollans regarding Development Permit with Variance Application No. PL2015-148 – Island Highway West, Electoral Area 'H', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-008	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Doug Dickson regarding Development Permit with Variance Application No. PL2015-148 – Island Highway West, Electoral Area 'H', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-009	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from H.L. Madden regarding Development Variance Permit Application No. PL2015-167 and request for relaxation of the minimum 10% perimeter frontage requirement Subdivision Application No. PL2015-081 – 1577 Brynmarl Road, Electoral Area 'E', be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-013	1/26/2016	2016 appointments to Advisory Committees and Commissions, and the Board of Variance as follows: That Angela Davies, Jim Fiddick, John O'Connor, and Andrew Thornton be appointed to the Electoral Area 'A' Parks, Recreation and Culture Commission for terms ending December 31, 2017. That Bruce Erickson, Rick Heikkila, and Judith Wilson be appointed to the East Wellington/Pleasant Valley Parks & Open Space Advisory Committee for terms ending December 31, 2017. That Marlene Caskey and Debbie Mitchell be appointed to the Nanoose Bay Parks & Open Space Advisory Committee for terms ending December 31, 2017. That Alfred Jablonski and Barbara Smith be appointed to the Electoral Area 'F' Parks & Open Space Advisory Committee for terms ending December 31, 2017. That Michael Foster and Roderick Horte be appointed to the Electoral Area 'G' Parks & Open Space Advisory Committee for terms ending December 31, 2017. That Nancy Robertson and Dagmar Seydel be appointed to the Electoral Area 'H' Parks & Open Space Advisory Committee for terms ending December 31, 2017. That Garry Laird, Keith Wilson, Richard Thompson, and Catherine Watson be appointed to the Agricultural Advisory Committee for terms ending December 31, 2017. That Ted Malyk be appointed to the District 69 Recreation Commission for a term ending January 1, 2019. That Bruce Erickson, John O'Connor, Edward Yewchin, and Leigh Mathews be appointed to the Grants-in-Aid Advisory Committee for terms ending December 31, 2016. That Harriet Rueggeberg and Peter Law be appointed as General Public Representatives and that M. Anne Fiddick, be appointed as the Environment Community Representative for the Drinking Water and Watershed Protection Technical Advisory Committee for terms ending December 31, 2017.	Admin	Update membership lists; send out appointment letters and regret letters to applicants	Complete		1/28/2016	appointment letters/regret letters sent, updated membership lists
16-014	1/26/2016	MOVED Director Pratt, SECONDED Director Stanhope, that Mayta Ryn be appointed as a Regional Agricultural Representative to the Agricultural Advisory Committee for a term ending December 31, 2016.	Admin	Update membership list; send out appointment letter to applicant	Complete		1/28/2016	appointment letter sent/membership list updated

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
16-015	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, January 12, 2016, be received for information.	Admin	No action	Complete		1/26/2016	
16-032	1/26/2016	MOVED Director Thorpe, SECONDED Director Stanhope, that the minutes of the Committee of the Whole meeting held Tuesday, January 12, 2016, be received for information.	Admin	No action required	Complete		1/26/2016	
16-033	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Steve Gordon, Ministry of Forests, Lands & Natural Resource Operations, regarding species at risk Implementation Plans and engagement sessions be received.	Admin	No action required	Complete		1/26/2016	
16-034	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Anthony Danks, Ministry of Environment, regarding a proposed new spill response regime be received.	Admin	No action required	Complete		1/26/2016	
16-035	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from MNP, regarding the Regional District of Nanaimo Audit Service Plan for the year ending December 31, 2015 be received.	Admin	No action required	Complete		1/26/2016	
16-036	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Peter Ronald, Union of BC Municipalities, regarding the 2016 Asset Management Planning Program – Grant Approval Terms and Conditions be received.	Admin	No action required	Complete		1/26/2016	
16-037	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Al Richmond, Union of BC Municipalities, regarding the Gas Tax Agreement Community Works Fund payment be received.	Admin	No action required	Complete		1/26/2016	
16-038	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Wayne Pritchard, Ducks Unlimited Canada, regarding a request for support for a Vancouver Island Workshop be received.	Admin	Reply correspondence per motion - and see 16-065	Complete		2/5/2016	
16-040	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Trevor Wicks regarding the Englishman River Water Service Board review proposal be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-041	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Douglas O'Brien and Teresa O'Brien regarding an appointment to the Englishman River Water Service Management Board be received.	Admin	Reply correspondence per motion	Complete		2/4/2016	Correspondence sent and letter uploaded to Sharepoint
16-042	1/26/2016	MOVED Director Pratt, SECONDED Director Young, that "Animal Control and Licensing Amendment Bylaw No. 939.04, 2016" be introduced and read three times.	Admin	Update bylaw per motion	Complete		1/27/2016	Bylaw Updated as per motion
16-044	1/26/2016	MOVED Director Fell, SECONDED Director Young, that "Animal Control Amendment Bylaw No. 941.06, 2016" be amended by deleting the words "licensed dog" and replacing them with "dog with owner identification", and by deleting the words "unlicensed dog" and replacing them with "dog without owner identification".	Admin	Update bylaw per motion	Complete		1/26/2016	
16-045	1/26/2016	MOVED Director Fell, SECONDED Director Stanhope, that "Animal Control Amendment Bylaw No. 941.06, 2016" be introduced and read three times.	Admin	Update bylaw per motion	Complete		1/26/2016	
16-052	1/26/2016	MOVED Director Rogers, SECONDED Director Powell, that "2016 Parcel Tax Assessment Roll Bylaw No. 1739, 2016", be introduced and read three times.	Admin	Update bylaw per motion	Complete		1/26/2016	
16-058	1/26/2016	MOVED Director Stanhope, SECONDED Director Kipp, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Wednesday, November 4, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-060	1/26/2016	MOVED Director McPherson, SECONDED Director Thorpe, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, November 18, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-062	1/26/2016	MOVED Director Westbroek, SECONDED Director Pratt, that the minutes of the District 69 Recreation Commission meeting held Thursday, November 19, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-065	1/26/2016	MOVED Director Kipp, SECONDED Director Young, that the Regional District of Nanaimo contribute \$1,000 to Ducks Unlimited Canada in support of the Vancouver Island Workshop.	Admin	Admin to send letter and cheque - and see 16-038	Complete		2/5/2016	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
16-068	1/26/2016	MOVED Director Powell, SECONDED Director Westbroek, that the minutes of the Arrowsmith Water Service Management Board meeting held Wednesday, December 9, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-069	1/26/2016	MOVED Director Powell, SECONDED Director Westbroek, that the minutes of the Arrowsmith Water Service Management Board meeting held Thursday, December 17, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-071	1/26/2016	MOVED Director Stanhope, SECONDED Director Powell, that the minutes of the Englishman River Water Service Management Board meeting held Wednesday, December 9, 2015, be received for information.	Admin	No action required	Complete		1/26/2016	
16-073	1/26/2016	MOVED Director Westbroek, SECONDED Director Stanhope, that the appointments to the 2016 Regional District of Nanaimo Standing Committees be received for information.	Admin	No action required	Complete		1/26/2016	
16-074	1/26/2016	MOVED Director Westbroek, SECONDED Director Stanhope, that the appointments to the 2016 Regional District of Nanaimo Select Committees be received for information.	Admin	No action required	Complete		1/26/2016	
16-075	1/26/2016	MOVED Director Westbroek, SECONDED Director Stanhope, that the appointments to the 2016 Regional District of Nanaimo Scheduled Standing Committees be received for information.	Admin	Send correspondence regarding appointments to the organizations	Complete		2/4/2016	appointment letters/nomination letters sent/ website updated
16-076	1/26/2016	MOVED Director Westbroek, SECONDED Director Stanhope, that the recommendations for appointments to the 2016 Regional District of Nanaimo Advisory Committees and Commissions be endorsed.	Admin	As per motion - update committees	Complete		2/4/2016	Committee Lists updated on Sharepoint
16-078	1/26/2016	MOVED Director Westbroek, SECONDED Director Powell, that the attached resolution regarding Rainwater as a Potable Water Source be adopted and forwarded to the Association of Vancouver Island and Coastal Communities (AVICC) for consideration at the 2016 Annual General Meeting and Convention.	Admin	Admin to forward motion to AVICC	Complete		2/3/2016	
16-079	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the report of the Public Hearing held on December 1, 2015 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015" be received.	Admin	No action required	Complete		1/26/2016	
16-085	1/26/2016	MOVED Director Pratt, SECONDED Director Haime, that pursuant to Sections 90 (1) (c), (e) and (j) of the Community Charter the Board proceed to an In Camera Meeting, for discussions related to labour relations, land acquisitions and third-party business interests.	Admin	No action required	Complete		1/26/2016	
15-198	2/24/2015	MOVED Director Fell, SECONDED Director Westbroek, that staff be directed to prepare a report on amending "Animal Control Bylaw No. 941, 1994" to add regulations for the control of dogs at large in Electoral Area 'F' for the Board's consideration.	Building, Bylaw & Emergency	from 20150224 Board	Complete		9/30/2015	amendments adopted following report to Board
15-611	8/25/2015	MOVED Director Veenhof, SECONDED Director McPherson, that Mr. Craig Dishkin of Coastal Animal Services of BC Limited be appointed as a Bylaw Enforcement Officer for the specific purpose of enforcing Regional District of Nanaimo Animal Control and Licensing bylaws.	Building, Bylaw & Emergency	As per motion	Complete		8/28/2015	oath administered by J Hill
15-670	9/29/2015	MOVED Director Rogers, SECONDED Director Fell, that the Board, pursuant to Unightly Premises Regulatory Bylaw No. 1073, 1996, directs the owners of Lot 1, District Lot 81, Nanoose District, Plan 25321 (545 Ackerman Road), to remove the accumulation of derelict vehicles, derelict boats, discarded automobile parts and assorted 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.	Building, Bylaw & Emergency	As per motion	Complete		11/30/2015	Owner complied with Board resolution
15-002	1/13/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the correspondence from Kim Burden, Parksville and District Chamber of Commerce, regarding the request to participate as a member of the Oceanside Initiatives management team for the Economic Development Strategic Plan project be received.	CAO	see 15-016	Complete		1/11/2016	
15-016	1/13/2015	MOVED Director Haime, SECONDED Director Westbroek, that the Board direct Paul Thorkelsson to participate as part of the Oceanside Initiatives management team for the Economic Development Strategic Plan project.	CAO	As per motion	Complete		1/11/2016	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-023	1/13/2015	MOVED Director Bestwick, SECONDED Director Veenhof, that the Board approve the December 19, 2014, Memorandum of Agreement between the Regional District of Nanaimo and CUPE Local 401 authorizing the Chair to sign the 2014-2017 Regional District of Nanaimo — Canadian Union of Public Employees (Local 401) Collective Agreement.	CAO	Finalize and file agreement	Complete		3/20/2015	
15-063	1/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that Paul Thorkelsson, Regional District of Nanaimo Chief Administrative Officer, be designated as the local government liaison in accordance with Section 83 of the Public Health Act.	CAO	Advise of designation per 15-064	Complete		1/27/2015	
15-064	1/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Regional District of Nanaimo send notice of the designation of the local government liaison to Island Health by way of the local Medical Health Officer.	CAO	Reply correspondence per motion See motion 15-063	Complete		2/4/2016	
15-100	1/27/2015	MOVED Director Houle, SECONDED Director Lefebvre, that further to the Province's announcement that a feasibility study for a bridge connecting Gabriola Island to Nanaimo has been awarded, that a letter be sent from the Regional District of Nanaimo Chair to the Minister of Transportation and Infrastructure, Todd Stone, requesting that a social economic study on the impact of such a bridge on Mudge Island, Gabriola Island and the downtown Nanaimo business area also be conducted.	CAO	Reply correspondence per motion under Chairperon's signature	Complete		1/28/2015	
15-159	2/24/2015	MOVED Director Westbroek, SECONDED Director Hong, that the Board receive the summary of activities and departmental accomplishments for the Regional District of Nanaimo for 2014.	CAO	No action required	Complete		2/24/2015	
15-160	2/24/2015	MOVED Director Lefebvre, SECONDED Director Bestwick, that the Board receive the progress report on the status of the 2014 and 2015 Service Area work plan projects and activities for information.	CAO	No action required	Complete		2/24/2015	
15-225	2/24/2015	MOVED Director McPherson, SECONDED Director Young, that one additional Electoral Area Director be authorized to attend the 2015 Federation of Canadian Municipalities (FCM) Conference in Edmonton.	CAO	As per motion	Complete		3/12/2015	
15-410	5/26/2015	MOVED Director Fell, SECONDED Director Lefebvre, that the Board request the Minister of Transport to provide the Regional District of Nanaimo a copy of the reports of consultants on the effectiveness of the proposed provincial and federal government grants to the Island Corridor Foundation for E & N Railway repairs.	CAO	As per motion	Complete		1/13/2016	
15-431	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Board receive for information the results from the survey of Directors regarding the Board Strategic Plan and the Regional District of Nanaimo strategic planning process as included in the Appendices to the staff report.	CAO	No action required	Complete		5/27/2015	
15-432	5/26/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the Chief Administrative Officer be directed to engage a professional facilitator to work with the Board in finalizing the strategic planning process for the 2016-2019 Board Strategic Plan, and to prepare the planning sessions for the Fall of 2015.	CAO	As per motion	Complete		8/4/2015	
15-433	5/26/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that strategic planning processes established by the Regional District of Nanaimo Board generally follow the process outlined in the staff report including the "dual stream" approach to strategic planning for the Electoral Areas and the Board.	CAO		Complete		1/11/2016	Individual meetings held with EA Directors and full Board, Strategic Plan is based on these meetings
15-437	5/26/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Regional District of Nanaimo become a member of the Vancouver Island Economic Alliance.	CAO	As per motion	Complete		6/29/2015	Wendy Idema submitted membership application form for RDN
15-501	6/23/2015	MOVED Director Fell, SECONDED Director Veenhof, that the Island Corridor Foundation be requested to provide to the Regional District of Nanaimo, the text of the pending agreement between the Island Corridor Foundation and Southern Railway of Vancouver Island so that the Regional District of Nanaimo may ensure that there are no unacceptable entanglements, conditions, commitments or liabilities that might descend to the Regional District of Nanaimo should the member-owners of the Island Corridor Foundation decide to change the structure, status or mission of the Island Corridor Foundation.	CAO	As per motion	Complete		1/13/2016	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-554	7/28/2015	MOVED Director Houle, SECONDED Director Westbroek, that the correspondence received from Bruce Jolliffe, Chair, Comox Valley Regional District, regarding support for the British Columbia Conservation Tax Incentive Program proposal be received.	CAO	No action required	Complete		7/28/2015	
15-580	7/28/2015	MOVED Director McPherson, SECONDED Director Pratt, that delegates to the Union of British Columbia Municipalities Convention and Annual General Meeting from the Regional District of Nanaimo Board of Directors consider supporting resolutions regarding the declaration of the right to a healthy environment at the 2015 Convention.	CAO	As per motion	Complete		9/21/2015	
15-616	8/25/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the report from the Chief Administrative Officer be received.	CAO	No action required	Complete		8/26/2015	
15-617	8/25/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Regional District of Nanaimo Chair and Corporate Officer be authorized to sign the Co-Owners Agreement between the Regional District of Nanaimo and the City of Parksville for Lot B of the proposed subdivision of Lot 4, Block 564, Nanoose District, Plan 49409 and Lot 1, Block 564, Nanoose District, Plan 21736 as described in the attached Schedule A to this report.	CAO	Finalize and file agreement	Complete		9/8/2015	
15-712	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board receive for information the overview report on the Strategic Planning Process Session of July 31, 2015, provided by Paragon Strategic Services Ltd. as attached to the staff report.	CAO	No action required	Complete		10/27/2015	
15-713	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board adopt the recommended strategic plan process as outlined in the staff report, and direct the Chief Administrative Officer to schedule the sessions as described as soon as practically possible and engage Paragon Strategic Services (Tracey Lorensen) to facilitate the strategic planning process.	CAO	As per motion	Complete		1/22/2016	
15-737	10/27/2015	MOVED Director McPherson, SECONDED Director McKay, that the Board receive for information the final report of the Operational and Efficiency Review as outlined and attached to the staff report.	CAO	No action required	Complete		10/27/2015	
15-738	10/27/2015	MOVED Director McPherson, SECONDED Director McKay, that the Board refer the final report of the Operational and Efficiency Review to the Board's strategic and budget/financial planning processes.	CAO	As per motion	Complete		10/27/2015	
15-822	11/24/2015	MOVED Director Westbroek, SECONDED Director Brennan, that the Board ask staff to send a letter from the Regional District of Nanaimo thanking former Mayor Korpan for his work in leading this initiative.	CAO	As per motion	Complete		1/13/2016	
15-826	11/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that staff be directed to issue a Request for Proposals for executive search firms to provide assistance with the recruitment and selection of a new Chief Administrative Officer for the Regional District of Nanaimo.	CAO	As per motion	Complete		11/30/2015	RFP issued
15-838	12/8/2015	MOVED Director Stanhope, SECONDED Director Westbroek, that Dennis Trudeau be appointed as the Interim Chief Administrative Officer, effective December 10, 2015.	CAO	Dennis to take Oath of Office	Complete		12/14/2015	
16-047	1/26/2016	MOVED Director Pratt, SECONDED Director Westbroek, that the Regional District of Nanaimo Chief Administrative Officer be appointed as the local government liaison in accordance with Section 83 of the Public Health Act.	CAO	As per motion	Complete		2/4/2016	
16-048	1/26/2016	MOVED Director Pratt, SECONDED Director Westbroek, that the Regional District of Nanaimo send notice of the designation of the local government liaison to Island Health by way of the local Medical Health Officer.	CAO	As per motion	Complete		2/4/2016	Letter sent to Dr. Hasselback, Island Health
16-077	1/26/2016	MOVED Director Yoachim, SECONDED Director Pratt, that the Board receive the summary of activities and departmental accomplishments for the Regional District of Nanaimo for 2015.	CAO	No action required	Complete		1/25/2016	
15-096	1/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the Board provide a letter of support to the Communities to Protect Our Coast, and to promote the Flourishing in a Green Economy Fair in Regional District of Nanaimo communications and to participate in one of the booths at the fair on April 26, 2015.	Energy and Sustainability	Reply correspondence per motion and host a booth at the Fair per motion (communications to promote on social media)	Complete		2/26/2015	Participated in FIGE event, supported event with outreach and communications.

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-284	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that applicants may have the opportunity to present proposals during Northern Community Economic Development meetings.	Energy and Sustainability	As per motion	Complete		1/4/2015	NCEDs meetings now structured to ensure applicants to appear as delegations.
15-298	3/24/2015	MOVED Director Haime, SECONDED Director McPherson, that the updated Green Building Action Plan 2015 be approved as proposed.	Energy and Sustainability	As per motion	Complete		3/27/2015	Updated Action Plan providing direction. No further action necessary.
15-299	3/24/2015	MOVED Director Haime, SECONDED Director McPherson, that the proposed 2015 Green Building Incentive Program be approved.	Energy and Sustainability	As per motion	Complete		3/24/2015	New incentive program in place.
15-300	3/24/2015	MOVED Director Haime, SECONDED Director Rogers, that staff investigate the feasibility and financial implications of incorporating a Fortis BC rebate program for natural gas inserts into the Regional District of Nanaimo Green Building Incentive Program.	Energy and Sustainability	As per motion	Complete		7/16/2015	Report to Sustainability Select Committee recommending against incentive for NG inserts.
15-301	3/24/2015	MOVED Director Haime, SECONDED Director McPherson, that the Strategic Energy Management Terms of Reference be approved as presented.	Energy and Sustainability	As per motion	Complete		8/25/2015	Digital copy of ToR filed electronically in Corp Services/ Terms of Reference/Staff
15-354	4/28/2015	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.	Energy and Sustainability	No action required	Complete		4/28/2015	
15-355	4/28/2015	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.	Energy and Sustainability	Finalize and file agreement	Complete		4/29/2015	Draft agreement executed after April Board meeting. All funds disbursed by 8/5/2015.
15-375	4/28/2015	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.	Energy and Sustainability	As per motion	Complete		7/16/2015	Report to Sustainability Select Committee recommending against making Blue Dot Declaration.
15-412	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Programming for Youth at Risk: BladeRunners – Construction Focus – Central Vancouver Island Job Opportunities Building Society be awarded full funding in the amount of \$10,000.	Energy and Sustainability	As per motion	Complete		5/29/2015	Funds Disbursed.
15-413	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Economic Impact of Summer Events – A Study – Qualicum Beach Chamber of Commerce be awarded full funding in the amount of \$6,371.51.	Energy and Sustainability	As per motion	Complete		5/29/2015	Funds disbursed.
15-414	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Beehive Networking Event – Oceanside Women's Business Network be awarded partial funding in the amount of \$2,000.	Energy and Sustainability	As per motion	Complete		5/29/2015	Funding disbursed.
15-415	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Regional Business Walks – Parksville and District Chamber of Commerce be awarded partial funding in the amount of \$5,000, subject to partnership funding.	Energy and Sustainability	As per motion	Complete		11/4/2015	Partnership funding confirmed in Oct. NCED funds released 11/4/2015
15-416	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Farmers Feed Families – Coombs Farmers' Institute be awarded full funding in the amount of \$4,000.	Energy and Sustainability	As per motion	Complete		5/29/2015	Fund disbursed.
15-417	5/26/2015	MOVED Director Westbrook, SECONDED Director Veenhof, that the Qualicum Beach Airport Business Plan – Town of Qualicum Beach be awarded full funding in the amount of \$15,000.	Energy and Sustainability	As per motion	Complete		5/29/2015	Funds disbursed.
15-419	5/26/2015	MOVED Director Fell, SECONDED Director Lefebvre, that the Regional District of Nanaimo Asset Management Update report be received for information.	Energy and Sustainability	No action required	Complete		5/27/2015	
15-581	7/28/2015	MOVED Director Rogers, SECONDED Director Pinker, that the Regional District of Nanaimo not create a new Green Building Incentive Program rebate for natural gas inserts.	Energy and Sustainability	As per motion	Complete		7/28/2015	No action required.
15-676	9/29/2015	MOVED Director Westbrook, SECONDED Director Thorpe, that up to \$15,000 be released from the Corporate Climate Action Reserve Fund for a comprehensive energy assessment of the Ravensong Aquatic Centre.	Energy and Sustainability	As per motion	Complete		2/29/2016	Contract signed. Consultant to complete work by end of Feb.
15-683	9/29/2015	MOVED Director McPherson, SECONDED Director Young, that staff be directed to enter into an agreement with the Cedar Community Association for a contribution of up to \$25,000 from Electoral Area 'A' Community Works Funds for eligible costs related to the purchase and installation of a new heating system for the Cedar Community Hall.	Energy and Sustainability	Finalize and file agreement	Complete		11/10/2015	Agreement executed 11/10/2015. Funds to be disbursed upon receipt of invoices.

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-709	10/27/2015	MOVED Director Veenhof, SECONDED Director Rogers, that the Regional District of Nanaimo Board of Directors direct staff to consider area-specific climate change mitigation and adaptation measures for inclusion in Official Community Plans through the public consultation process used during future Official Community Plans reviews.	Energy and Sustainability	As per motion	Complete		11/17/2015	to be completed every time there is an OCP review
15-734	10/27/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held Monday, October 19, 2015, be received for information.	Energy and Sustainability	No action required	Complete		10/27/2015	
15-735	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Website and Mobile Responsive Design Project – Qualicum Beach Downtown Business Association be awarded full funding in the amount of \$5,510.25.	Energy and Sustainability	As per motion	Complete		10/28/2015	Funds disbursed.
15-736	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Vision 2020 Market Development Roadmap project – Qualicum Beach Community Education and Wellness Society be awarded full funding in the amount of \$6,000.00.	Energy and Sustainability	As per motion	Complete		10/28/2015	Funds disbursed.
15-816	11/24/2015	MOVED Director Rogers, SECONDED Director Westbroek, that the 2016-2017 Resource Plan for the Regional District of Nanaimo Asset Management program be received for information.	Energy and Sustainability	No action required	Complete		11/24/2015	
15-819	11/24/2015	MOVED Director Rogers, SECONDED Director Westbroek, that the Board supports an Asset Management Planning Program grant application to the Union of British Columbia Municipalities to complete the project titled Building a Strategic Asset Risk Register - Communication, Consultation and Capacity Building.	Energy and Sustainability	As per motion	Complete		12/1/2015	Applicaiton submitted 11/13/2015. Motion of Board support sent 12/1/2015.
16-064	1/26/2016	MOVED Director Pratt, SECONDED Director Thorpe, that the Regional District of Nanaimo supports in principle the Nanaimo Aboriginal Centre Passive House project.	Energy and Sustainability	No action required	Complete		1/26/2016	
15-071	1/27/2015	MOVED Director Haime, SECONDED Director Veenhof, that the Board appoint the Chairperson, the Manager of Administrative Services and the Director of Finance to preside as the 2015 parcel tax review panel.	Finance	Schedule parcel tax review panel	Complete		2/28/2015	parcel tax review completed Feb 2015
15-074	1/27/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the report on the proposed 2015 budget be received and that any requested additions from community groups as well as any other requested analyses or recommended adjustments for the 2015 budget be further reviewed at a Committee of the Whole meeting in February, 2015.	Finance	Bring forward any further buget items to February CoW	Complete		3/31/2015	2015 budge complete
15-075	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to review the Northern Community Wastewater Service requisition allocated to properties not in community sewer service areas from a user pay perspective and to report back for February consideration.	Finance	Provide report to Board in February per motion	Complete		3/31/2015	included in 2015 budget amendments
15-094	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to amend the agreement with the Island Futures Society to increase the total funding to \$70,500 in order to accommodate the transfer of up to \$5,000 of Community Works funding allocated to Electoral Area 'B', for their purchase of a used bus for the G.E.R.T.I.E bus system on Gabriola Island and to extend the period of the Regional District of Nanaimo's obligation to make payments under the agreement to July 31, 2016.	Finance	Amend agreement per motion	Complete		5/4/2015	new agreement done & cheque being issued May 2015
15-095	1/27/2015	MOVED Director Houle, SECONDED Director Fell, that staff be directed to include a one-time increase to the 2015 Grants-in-Aid budget in order to raise up to a maximum of \$1,500 to be provided as a Grant-in-Aid to the Gabriola Island Recycling Organization for 50 percent of the cost of a building permit for their new addition.	Finance	As per motion	Complete		3/31/2015	included in 2015 budget
15-097	1/27/2015	MOVED Director Bestwick, SECONDED Director Fell, that the 2015 funding request (\$30,000) for Nanaimo Area Land Trust be added to the 2015 budget discussions.	Finance	Refer to budget discussions	Complete		3/31/2015	in 2015 budget
15-103	1/27/2015	MOVED Director Young, SECONDED Director Veenhof, that the Board approve support of the Municipal Insurance Association Associate Member Program for the board members of the volunteer fire societies contracted by the Regional District of Nanaimo and that staff be directed to implement this coverage for those volunteer fire societies that choose this coverage.	Finance	Implement coverage as per motion	Complete		3/31/2015	follow up with FD Boards complete

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-105	1/27/2015	MOVED Director Haime, SECONDED Director McPherson, that Southern Community Restorative Justice Program Service Amendment Bylaw No. 1490.02, 2015" be introduced and read three times.	Finance	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-154	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Heather Sarchuk, North Cedar Improvement District, regarding Gas Tax Funding – Capital Infrastructure Project Additional Reservoir Zone I - \$1,831,800 be received.	Finance	See 15-196	Complete		2/28/2015	correspondence received see 15-196
15-163	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the report on the 2015 funding requests from community groups be received and that the Board provide direction to staff on any further analysis or information required regarding the four requests as detailed below, or that the individual requests be approved/amended or denied as submitted.	Finance	No action required	Complete		2/24/2015	
15-164	2/24/2015	MOVED Director Fell, SECONDED Director Westbroek, that the Board grant \$5,000 to Arrowsmith Search and Rescue for a one-time funding bequest for 2015; and that staff provide the Board with options to create a District 69 Search and Rescue Service Area for 2016 and onwards.	Finance	As per motion	Complete		3/31/2015	done in 2015 budget
15-165	2/24/2015	MOVED Director McPherson, SECONDED Director Thorpe, that the \$1,000 funding request from Ladysmith RCMP Victim Services for providing victim services for Electoral Areas 'A' and 'C' be approved.	Finance	As per motion	Complete		3/31/2015	done in 2015 budget
15-166	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the budget be amended to include the \$30,000 funding request from Nanaimo & Area Land Trust.	Finance	As per motion	Complete		3/31/2015	done in 2015 budget
15-167	2/24/2015	MOVED Director Houle, SECONDED Director Bestwick, that staff be directed to set aside \$30,000 dollars in the 2016 Grants-in-Aid budget to acknowledge the three First Nations in the Regional District of Nanaimo, and that acknowledgement be in the form of significant art work from each of the three First Nations.	Finance	As per motion	Complete		11/30/2015	included in 2016 Leg Services budget \$30 k for FN artwork
15-168	2/24/2015	MOVED Director Bestwick, SECONDED Director Rogers, that the Board receive the report on the 2015 budget and 2015 – 2019 Financial Plan.	Finance	No action required	Complete		2/24/2015	
15-196	2/24/2015	MOVED Director Fell, SECONDED Director Rogers, that staff be directed to prepare correspondence to the North Cedar Improvement District from the Regional District of Nanaimo Chair that the Board is not in a position to support the application for grant funding for the project(s) as proposed given: 1. That there is a need for a shovel ready plan before the Regional District of Nanaimo can reasonably entertain prioritizing applications for any grant fund programs. This plan should clearly identify the effect North Cedar Improvement District is trying to achieve and how it will be achieved and provide a supporting timeline. It should be noted that all planning, technical evaluation, staff and legal costs need to be borne by the North Cedar Improvement District as they are not supported by any of the grant funding programs; and 2. That the North Cedar Improvement District needs to clearly and fully detail their funding plan. This funding plan should also detail the North Cedar Improvement District approach if no exterior (gas tax) funding is available and how the North Cedar Improvement District can support 1/3 funding (assuming North Cedar Improvement District project planning and design completed and supported for prioritization) if the proposal received support on a 2/3 funding basis from the Federal and Provincial governments.	Finance	As per motion - and see 15-154	Complete		4/2/2015	
15-207	2/24/2015	MOVED Director Houle, SECONDED Director McPherson, that the Board approve the Gabriola Island Taxi Saver Agreement and direct staff to include up to \$15,000 under the Electoral Area 'B' Feasibility Service budget.	Finance	As per motion	Complete		3/31/2015	included in 2015 budget
15-210	2/24/2015	MOVED Director Haime, SECONDED Director Rogers, that the Regional District of Nanaimo approve and enter into a three-year agreement with the possibility of a two year extension with Willis Canada Inc. for the provision of property insurance brokerage and risk advisory services commencing April 1, 2015.	Finance	Finalize and file agreement	Complete		3/31/2015	new agmt completed
15-246	3/24/2015	MOVED Director Veenhof, SECONDED Director Rogers, that the summary report of financial results for Regional District of Nanaimo operations to December 31, 2014, be received for information.	Finance	No action required	Complete		3/25/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-247	3/24/2015	MOVED Director Haime, SECONDED Director Rogers, that the Board support the following projects for application by the Regional District of Nanaimo to the Gas Tax — Strategic Priorities Fund Infrastructure Stream for the April 15, 2015 application intake: <ul style="list-style-type: none"> <li>• Greater Nanaimo Pollution Control Centre Upgrades - \$62 million.</li> <li>• Greater Nanaimo Marine Outfall Replacement - \$16 million.</li> </ul>	Finance	As per motion	Complete		5/1/2015	applications submitted to grant program by Jolene Jackson
15-302	3/24/2015	MOVED Director McLean, SECONDED Director Rogers, that the report be received for information and that the Board direct staff to award Hub Fire Engines to supply two single-axle, 4-door fire/rescue engines for an estimated price of \$587,155 for Nanoose Bay and \$496,465 for the Coombs-Hilliers Volunteer Fire Departments.	Finance	As per motion	Complete		6/1/2015	PO's issued for trucks to Hub
15-349	4/28/2015	MOVED Director Pratt, SECONDED 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.	Finance	No action required	Complete		4/28/2015	
15-350	4/28/2015	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.	Finance	As per motion	Complete		7/1/2015	no specific action required, work will continue over 2015/16
15-396	5/26/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the Audit Findings Report and the financial statements of the Regional District of Nanaimo for the year ended December 31, 2014, be received.	Finance	No action required	Complete		5/27/2015	
15-397	5/26/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2014, be approved as presented.	Finance	As per motion	Complete		5/29/2015	Info provided to auditors for final audit report and provision of statements to Province
15-398	5/26/2015	MOVED Director Houle, SECONDED Director Veenhof, that the report be received for information and that the suggestions included in the First Nation Property Tax, Services and Economic Development in British Columbia report released by the Union of BC Municipalities and the First Nations Tax Commission be supported in principle.	Finance	As per motion	Complete		5/29/2015	Motion of support and RDN Board report forwarded to UBCM (Bhar Sihota)
15-399	5/26/2015	MOVED Director McPherson, SECONDED Director Young, that the Automatic Response Agreement between the North Cedar Improvement District, the Cranberry Fire Protection District and the Regional District of Nanaimo for coverage in the Cassidy-Waterloo, North Cedar Improvement District and Cranberry Fire Protection areas be approved, and that the Board Chair and Corporate Officer be authorized to sign the Automatic Response Agreement on behalf of the Regional District of Nanaimo.	Finance	Finalize and file agreement	Complete		7/15/2015	Agreement sent to NCID and CFPD for Signatures May 29/15. July 15/15 Signed Agmt received, uploaded to ShPt, updated database, sent signed copies to all parties and filed in vault
15-472	6/23/2015	MOVED Director Haime, SECONDED Director Rogers, that the report on Development Cost Charges used in 2014 provided under Section 937.01 of the Local Government Act be received for information.	Finance	No action required	Complete		6/24/2015	
15-477	6/23/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the summary report of financial results from operations to March 31, 2015 be received for information.	Finance	No action required	Complete		6/24/2015	
15-478	6/23/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the 2014 Annual Financial Report, Statement of Board and Committee Members Expenses and Remuneration and the Statement of Financial Information be received and approved as presented.	Finance	No action required	Complete		6/24/2015	
15-480	6/23/2015	MOVED Director Rogers, SECONDED Director Veenhof, that staff be directed to fund the work of the fire services consultant from the Electoral Areas Feasibility Reserve and from the Provincial Basic Grant up to \$52,000 in 2015 with additional funding to be provided through the 2016 -2020 Financial Plan process.	Finance	As per motion	Complete		12/31/2015	no action required - bill we be paid as noted when it comes.
15-526	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to work with the City of Nanaimo and Cowichan Valley Regional District through the Central Island 9-1-1 Partnership to complete an agreement with EComm 9-1-1 for the provision of Public Safety Answering Point 9-1-1 service to the Partnership and to transition the Public Safety Answering Point 9-1-1 service from the RCMP to EComm to coincide with the closure of the RCMP's Nanaimo Operational Communications Centre in November 2015.	Finance	Finalize and file agreement	Complete		11/17/2015	Agreement Signed, Uploaded to Sharepoint, added to database and filed in vault

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-609	8/25/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the summary report of financial results from operations to June 30, 2015, be received for information.	Finance	No action required	Complete		8/26/2015	
15-682	9/29/2015	MOVED Director Rogers, SECONDED Director Fell, that the report on the award of a consultant agreement to Dave Mitchell and Associates for a review of rural fire services be received for information.	Finance	No action required	Complete		9/30/2015	
15-686	9/29/2015	MOVED Director McPherson, SECONDED Director Haime, that staff be directed to adjust the Hazardous Properties Service tax requisition over a five year period (2016 – 2020) to recover the \$36,478 costs of remediating the property in 2012, should the Province decline to reimburse the Regional District of Nanaimo.	Finance	As per motion	Complete		11/30/2015	financial plan updated as needed for recovery
15-749	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to complete an agreement with the Gabriola Senior Citizens Association for funding up to \$5,355 from the Community Works Fund Electoral Area 'B' allocation towards costs of the renovations to the Rollo Centre.	Finance	As per motion and see 15-690	Complete		12/1/2015	Not an Energy and Sustainability file. Will assist as requested.
15-755	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the conversion of the permanent part-time Intergovernmental Liaison position to a permanent full-time Intergovernmental Liaison position for 2016.	Finance	As per motion	Complete		11/30/2015	Legislative Services budget updated for 2016 forward
15-794	11/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the grant request from Errington Preschool Parents Society be referred to the next intake of the D69 Recreation Grants Program.	Finance	As per motion	Complete		12/23/2015	letter sent to Errington Pre School
15-806	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the summary report of financial results from operations to September 30, 2015, be received for information.	Finance	No action required	Complete		11/24/2015	
15-808	11/24/2015	MOVED Director Veenhof, SECONDED Director McPherson, that the report on revisions to Electoral Area C's 2016 proposed budget impacts be received for information and that the member summary appendices attached to the 2016 Proposed Budget Overview Report be revised to reflect the change.	Finance	As per motion	Complete		11/30/2015	budget updated as required
15-827	11/24/2015	MOVED Director Westbroek, SECONDED Director Fell, that the salary for the Interim Chief Administrative Officer be based on the Management Salary Administration System Policy.	Finance	As per motion	Complete		12/10/2015	Interim CAO paid @ 90% effective Dec 10 2015
16-054	1/26/2016	MOVED Director Westbroek, SECONDED Director McPherson, that the signing authorities for general banking services and financial instruments reflect the following officer positions: Chairperson William Veenhof Deputy Chairperson Colin Haime Interim Chief Administrative Officer Dennis Trudeau Director of Finance Wendy Idema Manager, Accounting Services Tiffany Moore Senior Accountant Manvir Manhas	Finance	As per motion	Complete		1/26/2016	banking docs updated
16-055	1/26/2016	MOVED Director Westbroek, SECONDED Director McPherson, that the foregoing authorizations extend to accounts in the name of the Regional District of Nanaimo.	Finance	As per motion	Complete		1/26/2016	banking documents updated
16-056	1/26/2016	MOVED Director Westbroek, SECONDED Director Haime, that the report on the use of Community Works Funds be received for information.	Finance	No action required	Complete		1/26/2016	
16-057	1/26/2016	MOVED Director Rogers, SECONDED Director Stanhope, that the Community Works Funds program project lists attached as Schedules A and B be approved and that staff be authorized to continue work on the projects as needed.	Finance	As per motion	Complete		1/26/2016	
16-066	1/26/2016	MOVED Director Thorpe, SECONDED Director Powell, that the Board provide a \$30,000 grant to the Nanaimo and Area Land Trust.	Finance	As per motion	Complete		3/22/2016	included in 2016-2020 fin plan
15-076	1/27/2015	MOVED Director Fell, SECONDED Director Young, that surplus portables from School Board 69 be purchased and installed at Meadowood Way Community Park (School District 69 Lands) to be used as a community recreation facility and the moving and siting costs be funded by Community Works Funds for Electoral Area 'F' as detailed in Appendix I.	Parks & Rec	Proceed per resolution	Complete		3/27/2015	RFP Professional Services awarded March 27 to Architrave but RDN Board now considering othe building options as per resolution 15-745
15-085	1/27/2015	MOVED Director Rogers, SECONDED Director Fell, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Monday, October 20, 2014, be received for information.	Parks & Rec	No action required	Complete		1/27/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-086	1/27/2015	MOVED Director Young, SECONDED Director Fell, that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, October 27, 2014, be received for information.	Parks & Rec	No action required	Complete		1/27/2015	
15-087	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, November 4, 2014, be received for information.	Parks & Rec	No action required	Complete		1/27/2015	
15-088	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Rollo McClay playground project be endorsed as presented by the Softball Association contingent upon the approval of a detailed plan, staff time and monetary provisions.	Parks & Rec	Proceed per resolution	Complete		11/28/2015	Project complete
15-090	1/27/2015	MOVED Director Fell, SECONDED Director Young, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Monday, November 17, 2014, be received for information.	Parks & Rec	No action required	Complete		1/27/2015	
15-091	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, November 19, 2014, be received for information.	Parks & Rec	No action required	Complete		1/27/2015	
15-092	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the Electoral Area 'A' Grant-In-Aid application for Cedar Family of Community Schools be approved for a total of \$440.00 to purchase equipment for a community cooking bin.	Parks & Rec	Provide GIA to organization	Complete		2/12/2015	Cheque Issued
15-102	1/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the report on the Recreation Facility and Sports Field Services 2015 Survey be received for information.	Parks & Rec	No action required	Complete		1/27/2015	
15-169	2/24/2015	[[DEFEATED]] MOVED Director Lefebvre, SECONDED Director Fell, that the Zamboni detailed on page 301 of the budget be the cheapest model that will still "do the job".	Parks & Rec	No action required	Complete		2/24/2015	
15-170	2/24/2015	MOVED Director Lefebvre, SECONDED Director Westbroek, that the ice re-surfacer detailed on page 301 of the budget be propane fueled.	Parks & Rec	As per motion	Complete		3/10/2015	2015 Budget Amended from Electric to Propane
15-202	2/24/2015	MOVED Director Fell, SECONDED Director Haime, that the Regional District not explore the full replacement of the bridge at Little Qualicum River Regional Park and related land use agreements in order for the bridge to be used as an emergency evacuation route as there are other more viable routes to consider.	Parks & Rec	No action required	Complete		2/24/2015	
15-206	2/24/2015	MOVED Director Young, SECONDED Director McPherson, that the Regional District approach the Province of British Columbia concerning the restoration of the tippel at Morden Colliery Historic Provincial Park and that Regional District staff investigate grant funding opportunities to assist with the restoration project.	Parks & Rec	As per motion	Complete		3/5/2015	Grant Info Supplied to FoMM / Meeting held with BC Parks Mar 5 / 15
15-224	2/24/2015	MOVED Director Fell, SECONDED Director Rogers, that the tax requisition for the Electoral Area 'F' Community Parks 2015 Budget and Five Year Financial Plan be raised by \$8,000 for annual operation costs of the future Meadowood Community Recreation Centre at Meadowood Community Park.	Parks & Rec	As per motion	Complete		3/31/2015	done in 2015 budget
15-286	3/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that the Blueback Community Park Development Plan Option 2 be endorsed, with the condition that a Qualified Plant Restoration Ecologist be hired to complete and on-site review and provide comment on how to best restore native vegetation to Blueback Park.	Parks & Rec	As per motion	Complete		10/30/2015	
15-295	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that \$10,000 for 2015 be approved for the Oceanside Elementary School Playground, Phase I, funded by Electoral Area G Community Parks Reserves.	Parks & Rec	As per motion	Complete		5/19/2015	Cheque sent May 19 15
15-311	3/24/2015	MOVED Director Thorpe, SECONDED Director Young, that staff prepare a report that investigates the viability of the Regional District of Nanaimo leasing the Morden Park mine site from the provincial government, including an estimate of associated costs and liabilities involved.	Parks & Rec	As per motion	Complete		6/23/2015	Report received by Board
15-312	3/24/2015	MOVED Director McLean, SECONDED Director Houle, that \$11,000 be allocated from the Electoral Area 'F' Community Works Fund for the construction of a 120 metre portion of the Arrowsmith Community Trail on the Price Road Allowance.	Parks & Rec	As per motion	Complete		10/16/2015	Project Completed October

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-315	3/24/2015	MOVED Director Rogers, SECONDED Director McLean, that staff prepare a report that investigates the viability of the Regional District of Nanaimo leasing the Morden Park mine site from the provincial government, including an estimate of associated costs and liabilities involved.	Parks & Rec	As per motion	Complete		3/25/2015	Note same res. as 311 (311 motion was reconsidered and passed again)
15-358	4/28/2015	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	Parks & Rec	As per motion	Complete		5/14/2015	Letters and cheques sent May 14th.
15-359	4/28/2015	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	Parks & Rec	As per motion	Complete		5/14/2015	Letters and cheques sent May 14th.
15-368	4/28/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Huxley Park Master Plan be received as a guiding document for long term park development.	Parks & Rec	As per motion	Complete		4/28/2015	
15-374	4/28/2015	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.	Parks & Rec	Finalize and file agreement	Complete		5/26/2015	Signed Agreement sent to Island Timberlands
15-406	5/26/2015	MOVED Director McPherson, SECONDED Director Young, that the following Electoral Area 'A' Recreation Grant-in-Aid Applications be approved: Cedar Family of Community Schools To purchase preschool equipment for a 5 week summer preschool camp at the Cedar Heritage Centre and for the preschool gymnastics program at Woodbank School. Items include 3 bikes and helmets and an Obstacle Course Kit. \$678.00 1st Cedar Scouts To purchase 15 pairs of snowshoes and 4 GPS equipment. \$1500.00 Cedar 4-H Club To purchase signage, copy paper, shavings (animal bedding), animal lease or purchase, animal feed, portable toilet, cell phone rental, rakes, forks, shovels, nails, paint, crayons, cleaners, hand washing supplies, buckets, and brooms. \$1500.00	Parks & Rec	As per motion	Complete		6/4/2015	
15-418	5/26/2015	MOVED Director Houle, SECONDED Director Young, that Licence of Occupation Agreement renewal with the Province of BC for Joyce Lockwood Community Park on Gabriola Island be approved.	Parks & Rec	Finalize and file agreement	Complete		6/12/2015	Signed agreement sent June 12/15
15-438	5/26/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Regional District of Nanaimo apply to the Canada 150 Community Infrastructure Program for park improvements and upgrades at Huxley Community Park and 50% of the project costs be funded from the Electoral Area 'B' Community Parks Budget in the amount of \$100,000.	Parks & Rec	As per motion	Complete		6/17/2015	Application submitted
15-491	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held Thursday, May 21, 2015, be received for information.	Parks & Rec	No action required	Complete		6/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-492	6/23/2015	<p>MOVED Director Veenhof, SECONDED Director Fell, that the following District 69 Youth Recreation Grant applications be approved:</p> <p>Youth Organization            Arrowsmith Community Recreation Association – Youth sports program            \$1,500.00            Bard to Broadway – Performing Arts Education Series            \$2,225.00            Bard to Broadway – Summer Youth Theatre Workshop            \$955.00            Kwalikum Secondary School - Dry Grad            \$1,200.00            District 69 Family Resource Association – Youth drop-in swim passes            \$1,673.00            District 69 Family Resource Association – 4-days summer camp activity            \$422.00            Parksville and District Rock and Gem Club – Equipment            \$1,500.00            Ravensong Breakers Aquatic Club- Equipment            \$2,500.00            Oceanside BMX – Starting gate repairs            \$2,500.00            Total            \$14,495.00</p>	Parks & Rec	As per motion	Complete		7/9/2015	Cheques issued July 9/15
15-493	6/23/2015	<p>MOVED Director Veenhof, SECONDED Director Fell, that the following District 69 Community Recreation Grant applications be approved:</p> <p>Community Organization            Bow Horne Bay Community Club - Fall Fair children's activity            \$2,500.00            Errington Cooperative Preschool – Equipment            \$2,500.00            Family Resource Association - Special Needs Family Retreat            \$1,500.00            Oceanside Building Learning Together Society - Equipment, supplies for expansion            \$1,500.00            Oceanside Community Arts Council - Program supplies            \$2,000.00            Parksville Curling Club - Light tube replacement            \$2,200.00            Qualicum and District Curling Club - Ice scraper replacement            \$2,500.00            Vancouver Island Opera – facility rental; print cost            \$2,000.00            Total            \$16,700.00</p>	Parks & Rec	As per motion	Complete		6/4/2015	Cheque Issued
15-504	6/23/2015	<p>MOVED Director Thorpe, SECONDED Director Haime, that the Morden Colliery Historic Provincial Park Land Tenure Review report be received for information and that no additional resources be provided to the restoration project at this time.</p>	Parks & Rec	As per motion	Complete		6/23/2015	
15-505	6/23/2015	<p>MOVED Director Thorpe, SECONDED Director Haime, that staff provide the Friends of Morden Mine information from the Morden Colliery Historic Provincial Park Land Tenure Review report.</p>	Parks & Rec	As per motion	Complete		6/19/2015	e-mail sent to FoMM / BC Parks June 19 /15
15-508	6/23/2015	<p>MOVED Director Young, SECONDED Director Thorpe, that the Five Year Review for the Mount Benson Regional Park Management Plan be received and that any revisions to the Management Plan policies and significant actions be approved.</p>	Parks & Rec	As per motion	Complete		6/23/2015	Update Plan Approved by Board

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-509	6/23/2015	MOVED Director Fell, SECONDED Director Haime, that the Regional District proceed to tender for the E&N Rail Trail Project for the Coombs to Church Road section, with a tender upgrade option for the construction of the Church Road to Springwood Park trailhead section, should sufficient Community Works Funds and Regional Parks Capital Funds be available.	Parks & Rec	As per motion	Complete		2/16/2016	RFQ issued. Updated reports to Feb CoW and RPTSC.
15-510	6/23/2015	MOVED Director Fell, SECONDED Director Haime, that construction of the section of E&N Rail Trail from Springwood Park to Lowry's Road, along the Victoria Line, be completed in a later phase once additional funding is secured.	Parks & Rec	As per motion	Complete		6/23/2015	
15-565	7/28/2015	MOVED Director Houle, SECONDED Director Powell, that the Regional District of Nanaimo proceed with the Cox Community Park internal directional signage proposed by Gabriola Land and Trails Trust funded through the 2015 Electoral Area 'B' Community Park budget for Cox Community Park and to allocate funding in the 2016 Budget for the 'Welcome' sign and two benches for the park.	Parks & Rec	facilitate process for signage and allocation of funds as per motion	Complete		3/22/2016	included in 2016 - 2020 fin plan
15-570	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that the property boundaries at A-18 beach access at Headland Road be verified.	Parks & Rec	verify property boundaries as per motion	Complete		9/30/2015	Boundaries verified and results reported to Area A PRCC
15-571	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that staff be directed to approach the Cedar School and Community Enhancement Society and extend the current Lease and Site Licence Agreement between the Regional District of Nanaimo and the Cedar School and Community Enhancement Society which is due to expire December 31, 2015, for a one-year term to December 31, 2016.	Parks & Rec	finalize and file lease and site licence agreement extension	Complete		11/17/2015	Signed agreement with CSCES for 2016 extension in place
15-572	7/28/2015	MOVED Director McPherson, SECONDED Director Haime, that staff be directed to investigate and report on what synergies could be brought together between Recreation and Arts in Electoral Area 'A'.	Parks & Rec	as per motion	Complete		9/16/2015	Report provided to EA A PRC Sep Meeting
15-574	7/28/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the Regional District of Nanaimo no longer pursue hosting the 2016 National Women's U18 Ice Hockey Championships.	Parks & Rec	as per motion	Complete		7/28/2015	local VISTC bid not successful
15-576	7/28/2015	MOVED Director Pratt, SECONDED Director Thorpe, that staff be directed to enter into an agreement with the Gabriola Softball Association for matched funding of \$12,000 from the Area 'B' Community Works fund for the purchase and installation of playground equipment totaling \$24,000 at Rollo McClay Community Park.	Parks & Rec	Finalize and file agreement as per motion	Complete		11/8/2015	RDN Parks now purchasing playground structure to save on GST. Softball to provide funding to RDN. Playground installed
15-618	8/25/2015	MOVED Director Houle, SECONDED Director Thorpe, that an additional \$30,000 of Electoral Area 'B' Community Works Fund Program funds be allocated to the Gabriola Village Way project in order to complete the Phase I design plan.	Parks & Rec	As per motion	Complete		12/4/2015	
15-619	8/25/2015	MOVED Director Young, SECONDED Director McPherson, that the Sub Licence Agreement between Extension and District Recreation Commission Society and the Regional District of Nanaimo be approved for the placement of a playground structure on a section of Ministry of Transportation and Infrastructure right of way.	Parks & Rec	Finalize and file agreement	Complete		10/8/2015	
15-623	8/25/2015	MOVED Director Houle, SECONDED Director Kipp, that the Purchase Contract as attached in Appendix II between the Regional District of Nanaimo and Emcon Services Inc. for Lots 1, 2 and 4, Paisley Place, Gabriola Island, B.C. be approved with an amendment to section 4.1 (c) with the addition of the words "recreation and" before the words "park purposes".	Parks & Rec	Finalize and file agreement pending referendum	Complete		9/29/2015	Agreement amended per motion, signed by RDN / Emcon. Deal off per 15-687
15-625	8/25/2015	MOVED Director Houle, SECONDED Director Kipp, that the term for the borrowing of the acquisition costs be over a twenty-year amortization period.	Parks & Rec	As per motion	Complete		9/29/2015	Deal off per 15-687
15-626	8/25/2015	MOVED Director Houle, SECONDED Director Kipp, that if the land is acquired, any development and operational costs related to community and trails use are to be funded through the Electoral Area 'B' Community Parks function and any capital and operational costs for recreation facilities on site are to be funded through the Gabriola Island Recreation Services function.	Parks & Rec	As per motion	Complete		9/29/2015	Deal off per 15-687
15-687	9/29/2015	MOVED Director Houle, SECONDED Director Brennan, that the Regional District of Nanaimo withdraw from the purchase contract with Emcon Services Inc. for the lands on Paisley Place (Lots 1, 2 and 4, Section 19, Gabriola Island, Nanaimo District, Plan EPP11544).	Parks & Rec	As per motion	Complete		9/29/2015	Letter sent to Emcon Sep 23 / 15 and formalized by Board Sep 29 / 15
15-722	10/27/2015	MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, September 16, 2015, be received for information.	Parks & Rec	No action required	Complete		10/27/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-723	10/27/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Wednesday, September 16, 2015, be received for information.	Parks & Rec	No action required	Complete		10/27/2015	
15-724	10/27/2015	MOVED Director Veenhof, SECONDED Director Houle, that staff be directed to initiate efforts to provide two garbage and recycling cans at the Lighthouse Community Park ball fields.	Parks & Rec	As per motion	Complete		3/22/2016	Added to 2016 Budget
15-725	10/27/2015	MOVED Director Veenhof, SECONDED Director Houle, that garbage pickup service for four garbage cans at the Lighthouse Community Park ball fields during the Slo-pitch season be allocated in the 2016 budget.	Parks & Rec	As per motion	Complete		12/4/2015	Added to 2016 budget
15-745	10/27/2015	MOVED Director Fell, SECONDED Director Rogers, that the Regional District of Nanaimo not enter into a construction contract for the repurposing of modular portable classrooms into the Meadowood Community and move the portables to a storage site pending staff providing costs of alternative construction for a community centre.	Parks & Rec	As per motion	Complete		1/26/2016	Rpt done - Jan 12 / 16 CoW. Moving to tender via design build new community centre
15-748	10/27/2015	MOVED Director Westbroek, SECONDED Director Haime, that staff be directed to prepare a report on the status of public trail use on the former Morden Colliery Rail Corridor between Hemer Provincial Park and Boat Harbour and to meet with the Ministry of Transportation and Infrastructure on the matter.	Parks & Rec	As per motion & see 15-693	Complete		2/23/2016	Rpt to Feb 2016 IC RPTSC and Board
15-784	11/24/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the updated Recreation Facility and Sports Field Services 2015 Usage Survey be received as information and the results used in the apportionment of tax requisitions related to existing usage agreements with City of Nanaimo, City of Parksville and Town of Qualicum Beach.	Parks & Rec	As per motion	Complete		11/24/2015	Incorporated into 2016 five year financial plan
15-786	11/24/2015	MOVED Director Houle, SECONDED Director Young, that consultation with DeCourcay Island residents be undertaken to allow them to choose names of their Community Parks.	Parks & Rec	As per motion	Complete		1/29/2016	POSAC reviewing 2016, added to work plans
15-789	11/24/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the following District 69 Youth Recreation Grant applications be approved: Arrowsmith Community Recreation Association - youth sports programs \$ 4,200 Bow Horne Bay Community Club - Halloween event \$ 2,500 District 69 Family Resource Association - youth drop-in food \$ 1,800 District 69 Family Resource Association - youth drop-in keyboard and acoustic guitar \$ 500 Total \$ 9,000	Parks & Rec	As per motion	Complete		12/3/2015	cheques processed
15-790	11/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the following District 69 Community Recreation Grant applications be approved: Arrowsmith Agricultural Association - Family Day Celebration \$ 1,982 Bowser Tennis Club - court cleaning and signage \$ 2,484 Forward House Community Society - recreation activities \$ 2,328 Lighthouse Community Centre Society - Soupy Café lunch social program \$ 2,200 Lighthouse Community Slo-Pitch League - snow fencing \$ 687 Oceanside Paddlers - boat and equipment \$ 4,243 Qualicum and District Curling Club - BC Mixed Championships \$ 2,000 Ravensong Masters Swim Club - pool rental \$ 1,250 Total \$ 17,174	Parks & Rec	As per motion	Complete		12/3/2015	cheques processed
15-796	11/24/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Regional District of Nanaimo write a letter to advise the Department of Fisheries and Oceans of the concerns of over harvesting of oysters at Descanso Bay Regional Park and those operating without a license.	Parks & Rec	As per motion	Complete		12/4/2015	Letter sent to DFO by Email Dec 4 / 15
15-797	11/24/2015	MOVED Director Young, SECONDED Director Hong, that this matter be referred to staff: That the Regional District of Nanaimo not permit race requests to use the Mount Benson Regional Parks trail system at this time due to trail degradation and parking issues.	Parks & Rec	As per motion	Complete		2/16/2016	Staff report on event framework for Mount Benson RP sent to Feb RPTSC
15-803	11/24/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that the proposed "Oakleaf Park" plan be deemed the highest priority for funding in 2016.	Parks & Rec	As per motion	Complete		12/4/2015	Park Plan Funds Added to 2016 Budget

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
16-004	1/26/2016	MOVED Director Pratt, SECONDED Director Houle, that the correspondence from Mayor Marc Lefebvre, City of Parksville, regarding the Goose Control Program 2016 be received.	Parks & Rec	Reply correspondence per motion - and see 16-082 and 083	Complete		2/3/2016	Letter sent to Parksville CAO Feb 3 16
16-082	1/26/2016	MOVED Director Powell, SECONDED Director Westbroek, that the Board support the request from the City of Parksville that the Regional District of Nanaimo include in 2016, and if necessary, 2017 and 2018 operational budgets, funding in the amount of \$12,000 (a 1/3 shared cost) per year for a cull program and other Canada Goose management initiatives for the City of Parksville and surrounding areas.	Parks & Rec	As per motion - and see 16-004	Complete		2/9/2016	included in 2016-2020 Fin Plan under Reg Parks
15-035	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that Development Permit No. PL2014-062 to permit the expansion of a resort vehicle park through the addition of 67 camping spaces with accessory covered decks, a picnic shelter and new reception building on the subject property be approved subject to the conditions outlined in Attachments 2 to 10.	Planning	Issue permit per conditions	Complete		8/31/2015	PL2014-062 Applicant to register covenant to satisfy conditions of approval. Waiting on confirmation from lawyer that covenants have been registered on the property title.
15-036	1/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that Development Permit No. PL2014-128 to permit a subdivision and future residential construction on proposed Lots A and B in the Hazard Lands and Environmentally Sensitive Features (Aquifer Protection) Development Permit Areas be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	Issue permit per conditions	Complete		5/5/2015	PL2014-128
15-037	1/27/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Variance Permit No. PL2014-132 to reduce the minimum front lot line setback distance from 8.0 metres to 5.0 metres for proposed Lots A, G and H, and to increase the minimum interior side and rear lot line setback distance from 2.0 metres to 4.0 metres for the northern lot lines on proposed Lot H be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	Issue permit per conditions	Complete		2/5/2015	
15-038	1/27/2015	MOVED Director McPherson, SECONDED Director Veenhof, that Development Variance Permit No. PL2014-135 to reduce the other lot line setback from 5.0 metres to 3.2 metres be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	Issue permit per conditions	Complete		2/5/2015	
15-039	1/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that Development Variance Permit No. PL2014-122 to reduce the minimum setback requirement from the exterior lot line from 4.5 metres to 2.9 metres be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	Issue permit per conditions	Complete		4/24/2015	
15-040	1/27/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Variance Permit No. PL2014-133 to reduce the minimum front lot line setback distance from 8.0 metres to 6.0 metres for proposed Lots 17 — 30, 33, 34, and 36 be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	Issue permit per conditions	Complete		4/24/2015	
15-041	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variances No. PL2014-130 to permit the construction of a proposed dwelling within the Coastal Protection Development Permit Area, and variances to legalize an existing building be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	Issue permit per conditions	Complete		2/2/2015	
15-042	1/27/2015	MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance No. PL2014-131 to permit changes to commercial signage on the subject property be approved subject to the conditions outlined in Attachments 2 to 5.	Planning	Issue permit per conditions	Complete		2/5/2015	
15-044	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be introduced and be given first reading.	Planning	Update bylaw per motion	Complete		1/27/2015	Bylaw updated as per motion
15-045	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that, having considered the impact on the current Financial Plan and Solid Waste Management Plan, "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be given second reading.	Planning	Update bylaw per motion	Complete		1/27/2015	Bylaw updated as per motion
15-046	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be introduced and read two times.	Planning	Update bylaw per motion	Complete		1/27/2015	Bylaw updated as per motion

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-047	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be chaired by Director McPherson or his alternate.	Planning	Schedule public hearing	Complete		4/20/2015	
15-048	1/27/2015	MOVED Director McPherson, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be chaired by Director McPherson or his alternate.	Planning	Schedule public hearing	Complete		4/20/2015	
15-049	1/27/2015	MOVED Director Fell, SECONDED Director McPherson, that the "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015" be introduced and read two times.	Planning	Update bylaw per motion	Complete		1/27/2015	
15-050	2/11/2015	MOVED Director Fell, SECONDED Director McPherson, that the Public Hearing on "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015" be chaired by Director Fell or his alternate.	Planning	Schedule public hearing	Complete		2/11/2015	
15-052	1/27/2015	MOVED Director Fell, SECONDED Director McPherson, that "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015" be introduced and read two times.	Planning	Update bylaw per motion	Complete		1/27/2015	Bylaw updated as per motion
15-053	1/27/2015	MOVED Director Fell, SECONDED Director McPherson, that the Public Hearing on "Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015" be chaired by Director Fell or his alternate.	Planning	Schedule public hearing	Complete		2/11/2015	
15-054	1/27/2015	MOVED Director Fell, SECONDED Director McPherson, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 1285.24 being considered for adoption.	Planning	As per motion	Complete		5/25/2015	
15-066	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that staff arrange for another meeting with the Ministry of Agriculture prior to the issuance of the 2015-2016 seaweed harvesting licences and work with the Ministry of Agriculture on a communications strategy.	Planning	Schedule meeting per motion	Complete		6/5/2015	
15-067	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the Regional District of Nanaimo not continue with the applications for a Notation of Interest and a Crown land lease.	Planning	Discontinue applications per resolution	Complete		1/28/2015	
15-068	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that staff be directed to proceed with initiating a program to monitor the Regional Growth Strategy using the recommended list of indicators and targets identified in the attached report.	Planning	Initiate program per motion	Complete		6/23/2015	
15-111	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the report of the Public Hearing held on December 2, 2014 on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.394, 2014" be received.	Planning	No action required	Complete		1/27/2015	
15-112	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.394, 2014" be read a third time.	Planning	Update bylaw per motion	Complete		2/3/2015	Bylaw Updated as per motion
15-113	1/27/2015	MOVED Director Rogers, SECONDED Director McPherson, that the report of the Public Hearing held on January 15, 2015, for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.396, 2014" be received.	Planning	no action required	Complete		1/27/2015	
15-114	1/27/2015	MOVED Director Rogers, SECONDED Director Veenhof, that Bylaw 500.396 be amended by inserting the following after Part 5, Section 11), Height Exemptions, b) i) b: "; and c. the system must be affixed to a roof with a pitch not exceeding 3:12."	Planning	amend bylaw as per motion	Complete		2/3/2015	
15-115	1/27/2015	MOVED Director Rogers, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.396, 2014" be read a third time as amended.	Planning	no action required	Complete		1/27/2015	
15-116	1/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that the report of the Public Hearing held on January 15, 2015, for "Regional District of Nanaimo Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.22, 2014", be received.	Planning	no action required	Complete		1/27/2015	adopted
15-117	1/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that "Regional District of Nanaimo Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.22, 2014", be read at third time.	Planning	Update bylaw per motion	Complete		1/27/2015	adopted

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-118	1/27/2015	MOVED Director Veenhof, SECONDED Director Young, that staff be directed to proceed with the purchase of a speed reader board and related installation using Electoral Area 'H' Community Works Fund allocation up to a maximum of \$15,000 and that staff also be directed to complete a Letter of Understanding with the Ministry of Transportation and Infrastructure for the operation of the speed reader board under the highway infrastructure component of the Community Works Agreement.	Planning	Purchase speed reader board and complete Letter of Understanding with Moti per resolution	Complete		12/18/2015	has been installed and MoTI now using
15-119	1/27/2015	MOVED Director Young, SECONDED Director Kipp, that staff be directed to inform Industry Canada and the proponent of the telecommunication tower proposed at 1957 Plecas Road that, prior to the Board receiving a request for concurrence regarding the proposed tower, the Board requests that the proponent explore additional siting locations, hold an additional advertised public information meeting not less than 60 days after February 15, 2015, and extend the required consultation period by at least 90 days from February 15, 2015.	Planning	Reply correspondence per motion	Complete		6/2/2015	letter signed by Joe - uploaded to sharepoint
15-137	2/24/2015	MOVED Director Recalma, SECONDED Director Young, that Development Permit No. PL2015-005 to permit the construction of an addition to a commercial building on the subject property be approved subject to the conditions outlined in Attachment 2.	Planning	As per motion	Complete		2/27/2015	
15-138	2/24/2015	MOVED Director Young, SECONDED Director McPherson, that Development Permit No. PL2015-003 to permit a two-lot subdivision be approved subject to the conditions outlined in Attachment 2.	Planning	As per motion	Complete		2/25/2015	
15-139	2/24/2015	MOVED Director Young, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot B, as shown on Attachment 3, be approved.	Planning	As per motion	Complete		2/25/2015	
15-141	2/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that Development Variance Permit No. PL2014-146 to increase the maximum permitted accessory building floor area and reduce the minimum required setback to the interior side lot line to facilitate the reconstruction of two accessory buildings on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		1/21/2015	
15-142	2/24/2015	MOVED Director Rogers, SECONDED Director Young, that Development Variance Permit No. PL2014-142 to increase the maximum floor area for accessory buildings, the maximum floor area for an accessory building containing a suite and the side yard setback for an accessory building containing a suite be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		5/1/2015	
15-144	2/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that the Board consider any written submissions or comments from the public.	Planning	No action required	Complete		2/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-145	2/24/2015	<p>MOVED Director Rogers, SECONDED Director McPherson, that the Board adopt the resolution attached to the report as Attachment 2 as follows: Be it resolved that:</p> <p>1. The Board of the Regional District of Nanaimo recommends the amendment of the liquor licence to food-primary entertainment endorsement.</p> <p>2. The Board's comments on the prescribed considerations are as follows:</p> <p>a) The potential for noise if the application is approved is minimal as the potential for noise to impact the surrounding community associated with the change to food-primary entertainment endorsement is minimal given that there is no change to the hours of permitted liquor sales, the property has been in place for many years, and special and private events already take place on the subject property.</p> <p>b) The impact on the community if the application is approved is considered to be minimal as there is no change to the hours of permitted liquor sales, the property has been in place for many years, and special and private events already take place on the subject property.</p> <p>c) The views of the residents were solicited and no notable objections to the application were received. A notice of the Board's intent to receive public input and consider a resolution regarding a proposed amendment to the existing liquor licence was delivered to owners and tenants in occupation of land within a distance of 200 metres from the property. The Regional District of Nanaimo also provided a similar notice in the local newspaper. All interested residents were invited to attend the Board meeting and provide comments on the proposal. Prior to considering the resolution attached as Schedule No.1, the Board asked for comments from the gallery on this application. A notice was also posted on the property advertising that the property is the subject of a development application and directing inquiries to the Strategic and Community Development Department.</p>	Planning	As per motion	Complete		2/28/2015	
15-173	2/24/2015	MOVED Director Westbroek, SECONDED Director Houle, that staff be directed to undertake the establishment of a half-time position focused on First Nations relationships and issues of inter-governmental affairs for 2015.	Planning	As per motion	Complete			
15-212	2/24/2015	MOVED Director Fell, SECONDED Director McPherson, that the report of the Public Hearing held on February 11, 2015 for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015", be received.	Planning		Complete		2/24/2015	Bylaw 1285.23 and 1285.24: Still waiting for conditions to be met
15-214	2/24/2015	MOVED Director Fell, SECONDED Director McPherson, that the report of the Public Hearing held on February 11, 2015, for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015", be received.	Planning	No action required	Complete		2/24/2015	Bylaw 1285.23 and 1285.24: Still waiting for conditions to be met
15-239	3/24/2015	<p>MOVED Director Veenhof, SECONDED Director McPherson, that staff be directed to advise Industry Canada and the proponent of the telecommunication tower proposed at 1421 Sunrise Drive that:</p> <p>a) TELUS has satisfactorily completed its consultation with the Regional District of Nanaimo;</p> <p>b) The Regional District of Nanaimo is satisfied with TELUS' public consultation process; and</p> <p>c) The Regional District of Nanaimo will provide a letter of concurrence to Telus.</p>	Planning	As per motion	Complete		3/31/2015	letter was sent Telus & Industry Canada
15-240	3/24/2015	MOVED Director Young, SECONDED Director Veenhof, that the request to relax the minimum 10% perimeter frontage requirement for the proposed lot be approved.	Planning	As per motion	Complete		6/30/2015	Board resolution to satisfy a condition in a subdivision review report. Subdivision still pending though.
15-276	3/24/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the Board receive the report for information and direct staff to send this information to Island Health with a letter thanking them for providing funding and indicating that there is a need for sustained funding to achieve the goal of ending homelessness.	Planning	As per motion	Complete		4/2/2015	letter sent to Dr. Brendan Carr
15-277	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Regional Growth Strategy 2014 Annual Report be received.	Planning	No action required	Complete		3/25/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-278	3/24/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to distribute and use the Regional Growth Strategy 2014 Annual Report as part of efforts to raise awareness and provide education about the Regional Growth Strategy and its implementation.	Planning	As per motion	Complete		4/2/2015	municipalities notified; will be used for education and awareness
15-329	4/28/2015	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.	Planning	As per motion	Complete		6/23/2015	
15-330	4/28/2015	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.	Planning	As per motion	Complete		6/23/2015	
15-331	4/28/2015	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.	Planning	As per motion	Complete		6/23/2015	
15-332	4/28/2015	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.	Planning	As per motion	Complete		7/30/2015	
15-333	4/28/2015	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.	Planning	As per motion	Complete		7/30/2015	
15-334	4/28/2015	MOVED Director Veenhof, SECONDED Director Young, that the Summary of the Public Information Meeting held on January 26, 2015, be received.	Planning	No action required	Complete		4/28/2015	
15-335	4/28/2015	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.	Planning	As per motion	Complete		5/19/2015	
15-337	4/28/2015	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.	Planning	As per motion	Complete		5/19/2015	
15-339	4/28/2015	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.	Planning	As per motion	Complete		7/28/2015	
15-341	4/28/2015	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.	Planning	As per motion	Complete		7/27/2015	
15-388	5/26/2015	MOVED Director Rogers, SECONDED Director Veenhof, that Development Variance Permit Application No. PL2015-050 to increase the maximum permitted height for a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 6.	Planning	As per motion	Complete		7/10/2015	
15-389	5/26/2015	MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-028 to permit an addition and renovation to a dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		7/10/2015	
15-390	5/26/2015	MOVED Director Fell, SECONDED Director McPherson, that the modifications to the bylaws be reviewed by Electoral Area Directors at a special meeting before they are brought forward for public consultation.	Planning	As per motion	Complete		6/9/2015	Special EAPC held to discuss proposed bylaw changes
15-392	5/26/2015	MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Darren Hird, Rogers, regarding an update with regard to Rogers proposed telecommunications installation at 1957 Plecas Road, Electoral Area 'C', be received.	Planning	Reply correspondence per motion and see 15-408	Complete		5/29/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-408	5/26/2015	MOVED Director Young, SECONDED Director McPherson, that staff be directed to inform Industry Canada, the proponent, Rogers Communications Inc., and their agent, Altus Corporation of the telecommunication tower proposed at 1957 Plecas Road, Nanaimo, BC, in Electoral Area 'C', that the Regional District of Nanaimo Board of Directors provide a Notice of non-concurrence to locate a cell tower at 1957 Plecas Road, Nanaimo, Electoral Area 'C'.	Planning	As per motion	Complete		5/29/2015	
15-426	5/26/2015	MOVED Director Veenhof, SECONDED Director Young, that the report of the Public Hearing held on May 19, 2015, for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be received.	Planning	No action required	Complete		5/27/2015	
15-452	6/23/2015	MOVED Director Young, SECONDED Director Veenhof, that Development Variance Permit No. PL2014-119 be approved to reduce the required lot line setback of 8.0 metres to 6.9 metres for an existing rabbit hutch, to 7.4 metres for an existing pump house, to 3.1 metres for an existing garden shed, to 0.0 metres for an existing train trestle, to 5.5 metres for an existing block retaining wall and to 2.7 metres for an existing wood retaining wall subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		7/7/2015	
15-455	6/23/2015	MOVED Director Rogers, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirements for proposed Lots 1 and 3 in relation to Subdivision Application No. PL2015-019 be approved.	Planning	As per motion	Complete		7/7/2015	
15-457	6/23/2015	MOVED Director Veenhof, SECONDED Director Rogers, that staff proceed with the community engagement plan on the draft zoning and Official Community Plan amendments identified in Attachments 1 and 2 of the staff report with the following updates: 1. Proposed Definitions: Add a reference to the Agricultural Land Reserve, Use, Subdivision and Procedure Regulation within the definition of "production of Biological Integrated Pest Management Products". 2. Specify a 0.0 m setback for outdoor riding rings. 3. Amend materials to allow transparent vertical additions to a solid fence. 4. Add 'or a temporary use area' to the end of the definition of Confined Livestock Area. 5. Change the provision in Bylaw 1285 in the A-1 Zone to allow 1 dwelling unit per ha to a maximum of 2 per lot. 6. Where definitions or setbacks are proposed reference applicable legislation or guideline. 7. Remove 'and outdoor' from 1) vii – agricultural building setbacks. 8. Change the definition of agriculture to prohibit mushroom farm (intensive agriculture generally) on all non-ALR land. 9. Amend the proposed consultation plan schedule to change the consultation period from July to November and ensure consultation is at times to accommodate farmers.	Planning	As per motion	Complete		6/25/2015	
15-459	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that Regional District of Nanaimo staff be instructed to advise ROGERS COMMUNICATION Inc. and Industry Canada that the Regional District of Nanaimo does not concur with the proposal submitted by ROGERS COMMUNICATION Inc. to construct a single-provider freestanding telecommunication antenna system at 891 Drew Road at this time.	Planning	As per motion	Complete		6/24/2015	
15-460	6/23/2015	MOVED Director Veenhof, SECONDED Director Houle, that Regional District of Nanaimo staff be instructed to advise ROGERS COMMUNICATION Inc. that it is the Regional District of Nanaimo's expectation that telecommunication industry proponents will work together to maximize co-location opportunities; coordinate the placement of telecommunication infrastructure in the region; and where co-location is not possible, provide detailed information to the Regional District of Nanaimo as to why co-location is not possible.	Planning	As per motion	Complete		6/24/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-461	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that Regional District of Nanaimo staff be instructed to advise TM Mobile Inc. (TELUS) that it is the Regional District of Nanaimo's expectation that telecommunication industry proponents will work together to maximize co-location opportunities; coordinate the placement of telecommunication infrastructure in the region; and where co-location is not possible, provide detailed information to the Regional District of Nanaimo as to why co-location is not possible.	Planning	As per motion	Complete		6/24/2015	
15-462	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that Regional District of Nanaimo staff be instructed to advise TM Mobile Inc. (TELUS) that it is the Regional District of Nanaimo's expectation that TELUS will provide a detailed assessment outlining why neither co-location nor co-build opportunities are possible prior to requesting siting concurrence for the proposed telecommunications facility at 885, 891 and 897 Island Highway West.	Planning	As per motion	Complete		6/24/2015	
15-463	6/23/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that given the complexity of siting of telecommunication antenna systems in the District 69 area, Regional District of Nanaimo staff be instructed to contact Industry Canada, TM Mobile Inc. (TELUS), ROGERS COMMUNICATION Inc. to arrange a meeting between representatives of the Regional District of Nanaimo, City of Parksville and Town of Qualicum Beach to discuss the coordination of siting applications and co-location opportunities in order to address telecommunication gaps that exist in the District 69 area.	Planning	As per motion	Complete		6/24/2015	
15-464	6/23/2015	MOVED Director Veenhof, SECONDED Director Young, that Regional District of Nanaimo staff be instructed to advise Industry Canada and TM Mobile Inc. (TELUS) that based on new information provided by the public, that the Regional District of Nanaimo recommends that Industry Canada withhold approval of the proposal submitted by TM Mobile Inc. (TELUS) to construct a single-provider freestanding telecommunication antenna system at 1421 Sunrise Drive until such time as property owners within 500 metres of the proposed site have been given notice of the proposal and an opportunity to provide input on the proposal.	Planning	As per motion	Complete		6/24/2015	
15-500	6/23/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board request staff to meet with the Oceanside Health and Wellness Network and Island Health to explore becoming the host for the contracting of a coordinator position.	Planning	As per motion	Complete		7/31/2015	
15-515	6/23/2015	MOVED Director Young, SECONDED Director Veenhof, that the report of the Public Hearing held on May 28, 2015 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.399, 2015" be received.	Planning	No action required	Complete		6/24/2015	
15-537	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Permit Application No. PL2015-070 to permit the construction of an addition to a dwelling unit within the Hazard Lands Development Permit Area be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		10/7/2015	
15-538	7/28/2015	MOVED Director Pinker, SECONDED Director McPherson, that Development Permit with Variance Application No. PL2015-078 to permit the construction of an addition to a dwelling unit and garage, construction of a driveway, construction of a landscape berm and construction of a concrete patio be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		9/3/2015	
15-539	7/28/2015	MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance Application No. PL2015-032 to increase the permitted parcel depth of both proposed lots and to reduce the side yard setback for an existing deck be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		10/17/2015	
15-540	7/28/2015	MOVED Director Veenhof, SECONDED Director Rogers, that the request to relax the minimum 10% frontage requirement for both proposed lots be approved.	Planning	As per motion	Complete		10/17/2015	
15-541	7/28/2015	MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance Application No. PL2015-071 to permit the construction of an accessory building be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		8/17/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-542	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Permit with Variance Application No. PL2015-079 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		9/17/2015	
15-543	7/28/2015	MOVED Director McPherson, SECONDED Director Pinker, that Development Permit with Variance Application No. PL2015-090 to permit the phased development of the subject property be approved subject to the conditions outlined in Attachments 2 to 5.	Planning	As per motion	Complete		8/17/2015	
15-544	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that the Summary of the Public Information Meeting held on September 3, 2014, be received.	Planning	As per motion	Complete		8/28/2015	
15-545	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that the Summary of the Public Information Meeting held on June 2, 2015, be received.	Planning	As per motion	Complete		8/12/2015	
15-546	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.395 being considered for adoption.	Planning	As per motion	Complete		9/30/2015	
15-547	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.395, 2015" be introduced and read two times.	Planning	As per motion	Complete		9/30/2015	
15-548	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.395, 2015" be chaired by Director Veenhof or his alternate.	Planning	As per motion	Complete		9/30/2015	
15-549	7/28/2015	MOVED Director Veenhof, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirement for Lot B be approved.	Planning	As per motion	Complete		8/28/2015	
15-556	7/28/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the following recommendations be referred back to staff, and that the items be included for discussion at a Director's Seminar, or within a strategic planning session: That a review of the Regional Growth Strategy be initiated that considers the criteria for a minor amendment. That the consultation plan provided as Attachment 4 to the staff report be adopted.	Planning	staff to set date for strategic planning session as per motion	Complete		10/13/2015	Directors Briefing scheduled for 10/13/2015
15-604	8/25/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Permit Application No. PL2015-053 to permit a single family dwelling be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		11/17/2015	Complete. Development Permit issued.
15-605	8/25/2015	MOVED Director Veenhof, SECONDED Director Fell, that Development Permit Application No. PL2015-069 to permit the siting of a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		10/15/2015	
15-606	8/25/2015	MOVED Director Young, SECONDED Director McPherson, that Development Permit with Variance Application No. PL2015-075 to permit the construction of an accessory garage be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		10/2/2015	approved
15-639	9/29/2015	MOVED Director Rogers, SECONDED Director Haime, that the Board receive the corrected Attachment 2 – Terms and Conditions of Permit, for Development Permit Application No. PL2015-109.	Planning	No action required	Complete		9/30/2015	
15-641	9/29/2015	MOVED Director Rogers, SECONDED Director Fell, that Development Variance Permit Application No. PL2015-068 to permit the extensive renovation and expansion of a dwelling unit and the construction of a freestanding deck be denied.	Planning	As per motion	Complete		9/29/2015	
15-642	9/29/2015	MOVED Director Rogers, SECONDED Director Young, that Development Variance Permit Application No. PL2015-098 to permit the construction of a deck be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		10/13/2015	
15-645	9/29/2015	MOVED Director Fell, SECONDED Director Young, that the Summary of the Public Information Meeting held on June 25, 2015, be received.	Planning	No action required	Complete		9/30/2015	
15-646	9/29/2015	MOVED Director Fell, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 1285.25 being considered for adoption.	Planning	As per motion	Complete		11/16/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-648	9/29/2015	MOVED Director Fell, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be chaired by Director Fell or his alternate.	Planning	As per motion	Complete		10/30/2015	
15-697	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the correspondence from the Ministry of Agriculture regarding regulating agri-tourism and farm retail sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister's Bylaw Standards be received.	Planning	See 15-710	Complete		11/24/2015	
15-698	10/27/2015	MOVED Director McPherson, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-026 be referred back to staff for further discussion with the applicant.	Planning	As per motion	Complete		11/18/2015	
15-699	10/27/2015	MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance Application No. PL2015-117 to permit the construction of a rip rap seawall on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		11/10/2015	Pemit Issued
15-700	10/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the Summary of the Public Information Meeting held on August 10, 2015, be received.	Planning	No action required	Complete		10/27/2015	
15-701	10/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.400 being considered for adoption.	Planning	Update bylaw per motion	Complete		11/17/2015	
15-703	10/27/2015	MOVED Director Veenhof, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.400, 2015" be chaired by Director Veenhof or his alternate.	Planning	As per motion	Complete		12/1/2015	
15-706	10/27/2015	MOVED Director Fell, SECONDED Director Young, that the request to relax the minimum perimeter frontage requirement from 80.0 metres to 63.0 metres for proposed Lot 2 in relation to Subdivision Application No. PL2015-112 be approved.	Planning	As per motion	Complete		10/30/2015	
15-710	10/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the correspondence from the Ministry of Agriculture regarding regulating agri-tourism and farm retail sales in the Agricultural Land Reserve – Discussion Paper and Proposed Minister's Bylaw Standards be referred to the Agricultural Advisory Committee.	Planning	As per motion - see 15-697	Complete		10/23/2015	considered at oct 23 AAC committee, minutes on October RDN board meeting
15-739	10/27/2015	MOVED Director Fell, SECONDED Director Veenhof, that the report of the Public Hearing held on October 15, 2015, for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2015" be received.	Planning	No action required	Complete		10/27/2015	
15-743	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that a review of the Regional Growth Strategy be initiated that considers the criteria for a minor amendment.	Planning	As per motion	Complete		11/17/2015	RGS amendment process has been initiated
15-744	10/27/2015	MOVED Director Veenhof, SECONDED Director Lefebvre, that the Consultation Plan provided as Attachment 1 to this report be adopted.	Planning	As per motion	Complete		11/17/2015	Consultation has been initiated
15-766	11/24/2015	MOVED Director Veenhof, SECONDED Director Young, that the Electoral Area 'H' Official Community Plan Review Project be initiated through endorsement of the Terms of Reference and Engagement Plan as attached.	Planning	As per motion	Complete		11/26/2015	The Area H OCP review has been initiated
15-767	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Board receive the report for information.	Planning	No action required	Complete		11/24/2015	
15-768	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Minister's proposed set of bylaw standards be considered when drafting new bylaws.	Planning	As per motion	Complete		12/23/2015	Minister's standrds were considered in drafting new bylaws

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-769	11/24/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Regional District of Nanaimo respond to the Ministry of Agriculture's request for comments on the draft criteria for developing local government bylaws related to agri-tourism, agri-tourism accommodation, and farm retail sales with the following comments: a) that the Regional District of Nanaimo does not support the prohibition of cooking facilities within agri-tourism accommodation sleeping units, specifically cabins. b) that the Agriculture Land Reserve Use, Subdivision, and Procedure Regulation and relevant Agricultural Land Commission Policies be updated, where appropriate, to be consistent with the Minister's "Guide for Bylaw Development in Farming Areas".	Planning	As per motion	Complete		11/26/2015	letter sent to Min of Ag
15-820	11/24/2015	MOVED Director Stanhope, SECONDED Director Westbroek, to provide no comment with respect to the proposed request for siting concurrence for a multi-provider freestanding telecommunication antenna system at 891 Drew Road and defer to Industry Canada to exercise its jurisdictional authority over telecommunications infrastructure in relation to this proposal.	Planning	As per motion	Complete		11/27/2015	
15-821	11/24/2015	MOVED Director Stanhope, SECONDED Director Fell, to encourage TM Mobile Inc. (TELUS) to consider every co-location opportunity seriously and to not proceed with construction of a single-carrier freestanding telecommunications tower at 1421 Sunrise Drive where alternate multi-carrier locations exist.	Planning	As per motion & see 15-759	Complete		11/27/2015	
16-017	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that Development Permit with Variance Application No. PL2014-147 to permit the construction of a new residential dwelling, retaining wall, repair of an existing deck, and to vary the interior side setback from 2.0 m to 0.4 m be approved subject to the conditions outlined in Attachment 2.	Planning	As per motion	Complete		2/4/2016	letter sent
16-019	1/26/2016	MOVED Director Veenhof, SECONDED Director Rogers, that Development Permit with Variance Application No. PL2015-148 to reduce the watercourse setback for a footbridge over Nash Creek and increase the maximum height for a dwelling unit, be approved subject to the conditions outlined in Attachments 2 to 4.	Planning	As per motion	Complete		2/4/2016	
16-020	1/26/2016	MOVED Director Stanhope, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-126 to legalize the siting of the existing carport, and permit additions to the dwelling and fence, be approved subject to the conditions outlined in Attachments 2 and 3.	Planning	As per motion	Complete		2/4/2016	
16-024	1/26/2016	MOVED Director Fell, SECONDED Director McPherson, that Development Variance Permit Application No. PL2015-145 to vary the setback requirements for ten micro wind turbines from 4.6 m to 0.46 m from the front lot line and from 4.6 m to 1.3 m from the interior lot line be approved subject to the conditions outlined in Attachment 3.	Planning	As per motion	Complete		2/4/2016	letter sent
16-026	1/26/2016	MOVED Director Fell, SECONDED Director McPherson, that Temporary Use Permit Application No. PL2015-152 to permit "Outdoor Sales" use on a portion of the subject property be approved subject to the conditions outlined in Attachment 3.	Planning	As per motion	Complete		2/4/2016	letter sent
16-027	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirements for the proposed remainder of Lot 24 in relation to Subdivision Application No. PL2015-045 be approved.	Planning	As per motion	Complete		2/4/2016	Letter sent
16-084	1/26/2016	MOVED Director Stanhope, SECONDED Director Fell, that the Ministry of Transportation and Infrastructure be requested to recognize the uniquely urban nature of Robertson Boulevard within Electoral Area 'G' and take immediate action to install traffic calming measures, reduce the speed limit and install improved facilities for cyclists and pedestrians within the Robertson Boulevard road allowance and within French Creek area as a whole; and further, that Staff be directed to meet with the Ministry of Transportation and Infrastructure as soon as possible to discuss all possible solutions to address the issues in this area.	Planning	As per motion	Complete		2/9/2016	Letter in Sharepoint Correspondence

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-072	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the Board endorse the following project list for possible applications to the New Building Canada Fund — Small Communities Fund (NBCF-SCF) for the February 18, 2015 application intake: <ul style="list-style-type: none"> <li>• Greater Nanaimo Pollution Control Centre — Centrifuge and Polymer System — \$1.4 million</li> <li>• French Creek Pollution Control Centre — Interceptor/Pumpstation Expansion — \$3.5 million</li> <li>• San Pareil Water System — Treatment Upgrades — \$1.2 million</li> <li>• Whiskey Creek Water System — Treatment Upgrades — \$1.2 million</li> </ul>	RCU	Proceed per resolution	Complete		2/25/2015	
15-073	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that staff be directed to pursue discussions with Province of BC representatives regarding the applicability of these projects and to further refine the list based on those discussions to meet the funding criteria.	RCU	As per motion	Complete		3/31/2015	grant applications submitted for Bldg Cda Fund
15-078	1/27/2015	MOVED Director Lefebvre, SECONDED Director Houle, that the Board approve the lease for Unit #7, 1065 Herring Gull Way for a 5 year period commencing May 1, 2015, with one further 5 year period with terms to be mutually agreed upon.	RCU	Finalize and file agreement	Complete		2/25/2015	
15-082	1/27/2015	MOVED Director Fell, SECONDED Director Young, that staff be directed to proceed with obtaining a Statutory Right of Way, in favour of the Regional District of Nanaimo, on the parcel of land where the existing wellhead and pump house are situated.	RCU	Obtain Statutory RoW	Complete		2/25/2015	
15-083	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the title of "Sewage Control Manager" be appointed to the "current Manager of Wastewater Services".	RCU	Update as per motion	Complete		6/24/2015	
15-084	1/27/2015	MOVED Director Veenhof, SECONDED Director Westbroek, that the title of "Municipal Sewage Control Officer" be appointed to the "current Project Engineer of Wastewater Services" and to the "current Wastewater Program Coordinators of Wastewater Services".	RCU	Update as per motion	Complete		1/1/2015	
15-101	1/27/2015	MOVED Director Veenhof, SECONDED Director Haime, that the minutes of the Regional Solid Waste Advisory Committee meeting held Wednesday, October 8, 2014, be received for information.	RCU	No action required	Complete		1/27/2015	
15-179	2/24/2015	MOVED Director Fell, SECONDED Director Pratt, that the Board award the French Creek Pollution Control Centre Decontamination Building replacement project to Manley Design + Construction Management Ltd. for the lump sum price of \$347,585.	RCU	Finalize and file agreement	Complete		3/19/2015	Agreement sent to Manley March 4/15
15-181	2/24/2015	MOVED Director Young, SECONDED Director Haime, that the Board recommend that the Regional District of Nanaimo enter into a new 5-year agreement with Tree Island Industries Ltd. for ferrous chloride supply for \$237,833.	RCU	Finalize and file agreement	Complete		3/4/2015	
15-182	2/24/2015	MOVED Director Thorpe, SECONDED Director Houle, that the Board award the construction contract for the Departure Bay Sewage Pumping Station Pump No. 1 Replacement contract to C.M.F. Construction for a value of \$535,760.	RCU	Finalize and file agreement	Complete		3/18/2015	
15-183	2/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that the Board directs staff to draft bylaw amendments for presentation to the Board in March 2015, for the purpose of converting septage disposal to a user-pay system, whereby user-fees will increase from \$0.18/gallon to \$0.23/gallon to recover treatment costs, effective July 1, 2015.	RCU	As per motion	Complete		5/7/2015	
15-209	2/24/2015	MOVED Director Rogers, SECONDED Director McPherson, that the Board support an application under the Asset Management Program under the Ministry of Community, Sport & Cultural Development.	RCU	As per motion	Complete		12/25/2015	
15-248	3/24/2015	MOVED Director Haime, SECONDED Director Rogers, that the Board continue to support application by the City of Parksville for the Englishman River Water Service project.	RCU	As per motion	Complete		12/1/2015	
15-265	3/24/2015	MOVED Director Haime, SECONDED Director Veenhof, that continued participation in the Georgia Basin Inter-Regional Education Initiative as proposed by the Partnership for Water Sustainability in British Columbia be endorsed.	RCU	As per motion	Complete		3/31/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-266	3/24/2015	MOVED Director Haime, SECONDED Director Veenhof, that the Board continues to support staff participation in Partnership for Water Sustainability in British Columbia activities associated with water sustainability.	RCU	As per motion	Complete		3/24/2015	
15-267	3/24/2015	MOVED Director Haime, SECONDED Director Rogers, that the Board approve Milestone Equipment Contracting Inc. be awarded the construction of the Garry Oak Drive and Spruce Lane Watermain Upgrade project for the Tender price of \$266,536.02 (excluding GST).	RCU	Finalize and file agreement	Complete		4/22/2015	
15-274	3/24/2015	MOVED Director Brennan, SECONDED Director Thorpe, that the Board award the engineering for detailed design, tendering, construction, commissioning and post-construction services for the Greater Nanaimo Pollution Control Centre Secondary Treatment Project to AECOM for \$4,679,115.	RCU	Finalize and file agreement	Complete		4/30/2015	
15-351	4/28/2015	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.	RCU	Finalize and file agreement	Complete		5/20/2015	
15-352	4/28/2015	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.	RCU	Finalize and file agreement	Complete		10/22/2015	
15-353	4/28/2015	MOVED Director Veenhof, SECONDED Director Thorpe, that the Board receive the report for information.	RCU	No action required	Complete		4/28/2015	
15-470	6/23/2015	MOVED Director Veenhof, SECONDED Director Houle, that the Board award the engineering for detailed design services for the Bowser Village Centre Wastewater Service: Collection, Treatment and Disposal Project to Stantec Consulting Ltd. for \$299,561.	RCU	Finalize and file agreement	Complete		7/29/2015	
15-471	6/23/2015	MOVED Director Rogers, SECONDED Director McPherson, that the Board authorize amendments to the Water System Transfer Agreement with Maz-Can Investments Ltd. for Lot 3, District Lot 67, Nanoose District, Plan 29941.	RCU	Finalize and file agreement	Complete		10/15/2015	
15-497	6/23/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that the Arrowsmith Water Service 2015 – 2019 Financial plan be adopted.	RCU	As per motion	Complete		6/23/2015	
15-499	6/23/2015	MOVED Director Rogers, SECONDED Director Lefebvre, that the Englishman River Water Service 2015 – 2019 Financial plan be adopted.	RCU	As per motion	Complete		6/23/2015	
15-557	7/28/2015	MOVED Director Rogers, SECONDED Director Haime, that the Board appoint the “Acting Manager of Wastewater Services” as the “Deputy Sewage Control Manager”.	RCU	As per motion	Complete		7/28/2015	
15-558	7/28/2015	MOVED Director Rogers, SECONDED Director Houle, that the Board approve extending the Subject Matter Expert contract for Secondary Treatment Design at the Greater Nanaimo Pollution Control Center (GNPCC) to BRC Consulting.	RCU	Finalize and file agreement as per motion	Complete		7/28/2015	
15-584	7/28/2015	MOVED Director Rogers, SECONDED Director Haime, that the Board approve the award of the construction of the Ashcraft Road Watermain Replacement project to Copcan Civil Ltd. for the Tender price of \$279,402.00 (excluding GST).	RCU	Prepare, Finalize, and file agreement	Complete		8/10/2015	
15-615	8/25/2015	MOVED Director Lefebvre, SECONDED Director Veenhof, that the Board authorize staff to sign an agreement with AECOM Canada Ltd. for provision of consulting engineering services for operational projects for the Wastewater Services department for a two-year term.	RCU	Finalize and file agreement	Complete		9/17/2015	
15-620	8/25/2015	MOVED Director Bestwick, SECONDED Director Haime, that the Board directs staff to proceed immediately with installation and commissioning of the new land portion of the Greater Nanaimo Pollution Control Centre (GNPCC) outfall, through Morningside Park.	RCU	As per motion	Complete		12/28/2015	
15-664	9/29/2015	MOVED Director Fell, SECONDED Director Young, that the Board direct staff to proceed with an application for Crown Land Nominal Rent Tenure related to the investigation and development of a groundwater supply source for the Whiskey Creek Water Service Area.	RCU	As per motion	Complete		12/25/2015	
15-672	9/29/2015	MOVED Director Lefebvre, SECONDED Director Rogers, that the Englishman River Water Service Revised 2015-2019 Financial Plan be adopted.	RCU	As per motion	Complete		1/15/2016	
15-742	10/27/2015	MOVED Director Kipp, SECONDED Director Lefebvre, that the Board direct staff to submit the attached Regional District of Nanaimo Submission Re: Proposed Policies under the Water Sustainability Act 2015, as amended, to the Ministry of Environment.	RCU		Complete		10/30/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-777	11/24/2015	MOVED Director Thorpe, SECONDED Director Veenhof, that the Board approve the attached Sanitary Sewer Use Agreement with Snuneymuxw First Nation and the City of Nanaimo.	RCU	Finalize and file agreement	Complete		12/9/2015	
15-778	11/24/2015	MOVED Director Brennan, SECONDED Director McPherson, that the Board award the engineering services contract for the Greater Nanaimo Pollution Control Centre (GNPCC) Marine Outfall Replacement Project to Opus Dayton Knight (ODK) for \$600,000.	RCU	Finalize and file agreement	Complete		11/30/2015	
15-815	11/24/2015	MOVED Director Veenhof, SECONDED Director Kipp, that a metered, temporary water service to the subject property be permitted until such time as the property has been included in the water service area.	RCU	As per motion	Complete		12/25/2015	
16-039	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from R.K. Weir, Town of Qualicum Beach, regarding the French Creek Water Service Area be received.	RCU	Reply correspondence per motion	Complete		1/15/2016	
16-070	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the Regional District of Nanaimo adopt its portion of the 2016-2020 Financial Plan as outlined in Table 2 attached to the December 7, 2015 report.	RCU	As per motion	Complete		1/15/2016	
16-072	1/26/2016	MOVED Director Stanhope, SECONDED Director Rogers, that the Regional District of Nanaimo adopt its portion of the 2016-2020 Financial Plan as outlined in Table 2 attached to the December 7, 2015 report.	RCU	As per motion	Complete		1/15/2016	
15-120	1/27/2015	MOVED Director Westbroek, SECONDED Director Bestwick, that this item be referred back to staff.	Solid Waste	Board has requested a briefing session re Cedar Road Bioenergy Inc. delegation	Complete		3/10/2015	
15-186	2/24/2015	MOVED Director Haime, SECONDED Director Fell, that the Board receive the report on the Waste Stream Management License application from Coast Environmental Ltd.	Solid Waste	No action required	Complete		2/24/2015	
15-307	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the Board support the use of Regional District of Nanaimo meeting rooms and facilities by the Association of Vancouver Island and Coastal Communities Committee.	Solid Waste	As per motion	Complete		2/24/2015	
15-308	3/24/2015	MOVED Director McPherson, SECONDED Director Haime, that the Board support a reasonable and fair cost-sharing for funding support of the work of the Committee, as determined by the Committee and recommended by the Association of Vancouver Island and Coastal Communities Committee Chief Administrative Officers.	Solid Waste	As per motion	Complete		3/26/2015	
15-364	4/28/2015	MOVED Director Pratt, SECONDED Director McKay, that the Authority to Regulate Municipal Solid Waste report be received.	Solid Waste	No action required	Complete		4/28/2015	
15-365	4/28/2015	MOVED Director McKay, SECONDED Director McPherson, that the Disposal Facility Future Cost Projections report be received.	Solid Waste	No action required	Complete		4/28/2015	
15-370	4/28/2015	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.	Solid Waste	As per motion	Complete		4/28/2015	
15-376	4/28/2015	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.	Solid Waste	As per motion	Complete		5/26/2015	Resignation thank you sent to Brian Dietrich May 14, 2015
15-377	4/28/2015	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.	Solid Waste	As per motion	Complete		10/31/2016	seminar to be present SWMP options; timing delayed commensurate with development of options
15-517	6/23/2015	MOVED Director McKay, SECONDED Director Kipp, that the Board approve borrowing of \$313,700 for the outstanding amount owing on the existing landfill compactor using the Municipal Finance Authority (MFA) short term equipment financing program.	Solid Waste	As per motion	Complete		10/13/2015	
15-561	7/28/2015	MOVED Director McKay, SECONDED Director Pratt, that the Board award the contract for security services at the Regional Landfill to Securiguard for a period of three years commencing August 1, 2015 at a total cost of \$275,777.20.	Solid Waste	prepare and execute contract as per motion	Complete		7/28/2015	
15-659	9/29/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the Board award the contract for Bird Control services at the Regional Landfill to Pacific Coast Raptors for a period of three years commencing October 5, 2015, at a total cost of \$277,980.	Solid Waste	Finalize and file agreement	Complete		10/13/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-733	10/27/2015	MOVED Director McPherson, SECONDED Director Kipp, that the minutes of the Solid Waste Management Select Committee meeting held Wednesday, October 7, 2015, be received for information.	Solid Waste	No action required	Complete		10/27/2015	
15-754	10/27/2015	MOVED Director Houle, SECONDED Director Thorpe, that the Board direct staff to proceed with contract revisions with Nanaimo Organic Waste (NOW) to reflect a payment rate starting November 1, 2014, based on \$122.00 per tonne for food waste and \$45 per tonne for yard & garden waste and include an annual increase of 2%.	Solid Waste	As per motion	Complete		1/19/2016	
15-813	11/24/2015	MOVED Director McPherson, SECONDED Director Rogers, that the Board direct staff to proceed with tender award to Island West Coast Developments for construction of the Regional Landfill Operations and Maintenance Building Construction.	Solid Waste	Finalize and file agreement	Complete		2/5/2016	
15-104	1/27/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the BC Emergency Health Services (BC Ambulance Service) contract renewal for the use of the emergency wharf facility at Descanso Bay, Gabriola, for two (2) additional periods of five (5) years each upon mutual agreement of the parties.	Transportation	Finalize and file agreement	Complete		2/6/2015	Agreement completed
15-174	2/24/2015	MOVED Director Westbroek, SECONDED Director Young, that the report be received for information.	Transportation	No action required	Complete		2/24/2015	
15-189	2/24/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Thursday, January 22, 2015, be received for information.	Transportation	No action required	Complete		2/24/2015	
15-190	2/24/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the Transit Select Committee Terms of Reference be amended to accommodate general discussion of transit related issues in the Region.	Transportation	As per motion	Complete		4/23/2015	
15-191	2/24/2015	MOVED Director Westbroek, SECONDED Director Young, that staff provide a report outlining costs per bus per service hour, and figures regarding cost recovery.	Transportation	As per motion	Complete		6/18/2015	
15-192	2/24/2015	MOVED Director Westbroek, SECONDED Director Young, that the Regional District of Nanaimo and Cowichan Valley Regional District Service Discussion Report Memorandum of Understanding be received for information.	Transportation	No action required	Complete		2/24/2015	
15-193	2/24/2015	MOVED Director Westbroek, SECONDED Director Recalma, that staff be directed to work with BC Transit and the Qualicum First Nation on a one month trial to extend transit to the reserve via Route 99 and that staff report back to the Transit Select Committee on the results of the pilot.	Transportation	As per motion	Complete		2/18/2016	Feb TSC
15-288	3/24/2015	MOVED Director Young, SECONDED Director McPherson, that the Board defer making changes to Conventional Transit service in Electoral Area 'C' and direct staff to set up a public meeting to discuss Conventional and handyDART transit options in the area.	Transportation	As per motion	Complete		6/30/2015	
15-290	3/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the proposed Taxi Saver and Taxi Supplement Programs be implemented.	Transportation	As per motion	Complete		11/19/2015	
15-291	3/24/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board approve the proposed 2015-2016 5,000 hour annual Conventional Transit expansion outlined in this report and amend the expansion to remove any changes to the #11 Lantzville route.	Transportation	As per motion	Complete		8/18/2015	September 2015 expansion plans are complete, including the removal of any changes to the #11 Lantzville.
15-292	3/24/2015	MOVED Director Westbroek, SECONDED Director Thorpe, that the Transit Performance Report be received for information.	Transportation	No action required	Complete		3/25/2015	
15-481	6/23/2015	MOVED Director Young, SECONDED Director Veenhof, that staff be directed to remove all Route 15A transit stops on Jingle Pot Road in Electoral Area 'C' by September 2015.	Transportation	As per motion	Complete		8/18/2015	Notification signs have been placed on the stops and the stops will be removed on September 1.
15-482	6/23/2015	MOVED Director Hong, SECONDED Director Veenhof, that staff look at eliminating Route 15A all together and that this matter be referred to the Transit Select Committee for a report.	Transportation	As per motion	Complete		9/7/2015	
15-490	6/23/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the 2015-2016 Conventional and Custom Annual Operating Agreement (AOA) with BC Transit be approved.	Transportation	Finalize and file agreement	Complete		4/23/2015	

No.	Date	Resolution	Primary Department	Action	Status	Priority	Completion Date	Comments
15-502	6/23/2015	MOVED Director Houle, SECONDED Director Veenhof, that the Board direct staff to investigate options for transit service (outside of the Regional District of Nanaimo's and BC Transit's Annual Operating Agreement) to be implemented in Electoral Area 'B'.	Transportation	As per motion	Complete		1/4/2016	
15-583	7/28/2015	MOVED Director Westbroek, SECONDED Director Pinker, that the Board direct staff to retain Route 15A VIU Connector (Jingle Pot) in the Conventional transit system.	Transportation	No action as per motion	Complete		11/19/2015	
15-658	9/29/2015	MOVED Director Westbroek, SECONDED Director Pratt, that the Board approve the replacement of 24 diesel buses with 24 compressed natural gas buses.	Transportation	As per motion	Complete		1/4/2016	
15-728	10/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board direct staff to waive daily transit fares on Monday, October 19, 2015, on both the conventional and handyDART systems to assist citizens with travel to voter stations.	Transportation	Action completed Oct 19	Complete		10/19/2015	
15-730	10/27/2015	MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Thursday, October 8, 2015, be received for information.	Transportation	No action required	Complete		10/27/2015	
15-731	10/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that the Board Direct staff to retain Route 15 VIU Connector in the Conventional Transit System.	Transportation	As per motion	Complete		11/19/2015	
15-732	10/27/2015	MOVED Director Westbroek, SECONDED Director Veenhof, that staff prepare a report on the cost analysis of free transit for future election days.	Transportation	As per motion	Complete		2/25/2016	Feb TSC
15-750	10/27/2015	MOVED Director Houle, SECONDED Director Kipp, that staff be directed to contact Jack Ferrero for more information on his proposal.	Transportation	As per motion and see 15-692	Complete		11/17/2015	Phone call and follow up letter sent to Mr. Ferrero